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Climate and Equitable Jobs Act (CEJA)
Clean Jobs Workforce Program

Welcome



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Guidelines & Training Team

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Agenda



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- Welcome & Introductions
- CEJA Overview
- Live Demo
- Enter customer in test site
- Q&A





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Overview

CEJA Workforce Program

Is a program that will prepare individuals for clean energy careers.

Unites Workforce partners around regional clusters

- Identifies in-demand occupations
- Identifies regional needs
- Coordinates workforce strategy across state, regions

Prepares workers for a career, not just their next job

- Increases apprenticeship opportunities
- Address barriers
- Supports equity goals

Connects job seekers with employers

- Shortens time from credentials to employment
- Gives employers easy access to skilled workers

CEJA GOALS



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CEJA GOALS

Increase access to opportunities for education, training and support services to help program-eligible individuals succeed in the labor market generally and the clean energy sector specifically

Upon completion, participants will be prepared for entry-level clean energy jobs

Main Program Elements



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- **Participant recruitment** - Perform outreach to recruit eligible individuals for the training program.
- **Training delivery** - Provide training, certification preparation, job readiness, and skill development to participants to prepare people for entry-level clean energy jobs.
- **Employer partnerships** - Engage with local employers, industry leaders, and trades associations to identify the skill and hiring needs of the local clean energy industry.
- **Barrier reduction services** - Deliver barrier reduction services to mitigate challenges participants may face in accessing and completing the training. Services may include but are not limited to transportation costs, etc.
- **Transition services** - Provide transition services to participants following completion to help them find jobs, succeed in the workplace, and build their careers.

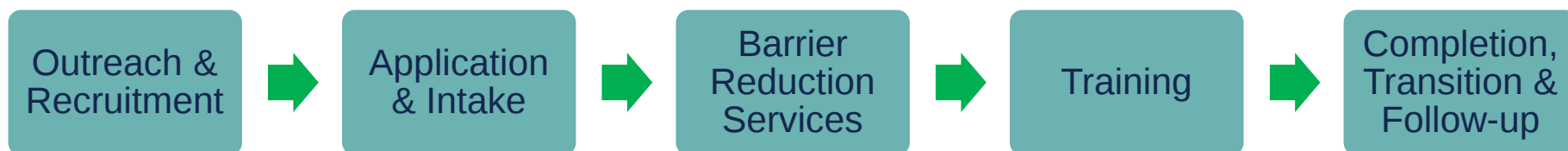
CEJA Workforce Life Cycle



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The CEJA Workforce are intended to support participants throughout the participant lifecycle:





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Eligibility Process

Eligibility Process



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Step 1:

- Energy Transition Navigators will assist Workforce Hubs grantees with outreach, recruitment, application and intake. Once applicants have completed the Career Assessment, and the Service Needs Assessment, Energy Transition Navigators must alert the CEJA Workforce Hub grantee of pending applications

Step 2:

- The CEJA Workforce Hubs staff will review the applicant's information and make an enrollment decision. The CEJA Workforce Hub staff will maintain contact with the Energy Transition Navigator staff and the applicant during this process to provide timeline updates.

Eligibility Process



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Step 3:

- Those who were accepted to the program will fully transition to the CEJA Workforce Hub for instruction. Energy Transition Navigator staff will no longer be required to maintain communication as the participant would be officially working with the CEJA Workforce Hub.

Step 4:

- Those who were denied or considered a withdrawal will be referred to the Energy Transition Navigators. Energy Transition Navigators will contact the applicant to discuss the decision and develop an action plan for next steps.

Participant Eligibility



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To be eligible to participate, applicants must be 18 or above (or be 18 by the time they complete the program). In addition, they must meet one or more of the following criteria:

- Reside in an environmental justice community.
- Reside in a Restore. Reinvest. Renew. (R3) community
- Have a barrier to employment, such as involvement in the criminal legal system, low educational attainment, a language barrier, or other barrier.
- Be a current or former member of the foster care system.
- Be a displaced energy worker.

Participant Prioritization

CEJA Workforce Hubs **have requirements for prioritizing participants, based on geography**, among other factors. Placement priorities, where the applicant pool allows, are as follows:

- One-third (1/3) of placements should be prioritized for individuals living in a community that is BOTH an EJ and an R3 community.
- Two-third (2/3) of placements should be prioritized for individuals living in EITHER an EJ or R3 community (this may include the initial 1/3 that live in BOTH an EJ and R3 community).
- Within these prioritized geographic regions, placements should be prioritized for people with barriers to employment , people who are current or former members of the foster care system, and displaced energy workers.
- The remaining placements should be prioritized for people with barriers to employment , people who are current or former members of the foster care system, and displaced energy workers.

Geographic Map

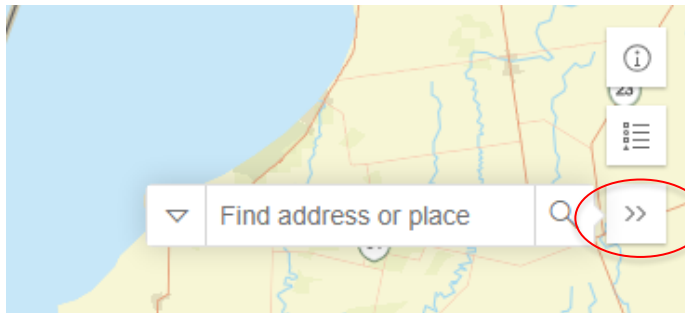


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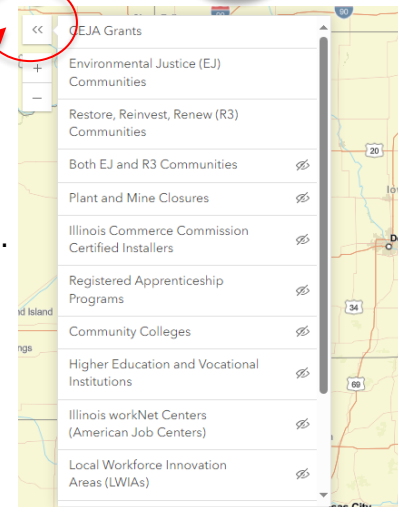
Grantee Map at <https://dceo.illinois.gov/ceja/map.html>.

- The **blue** sections are EJ communities
- The **orange** sections are R3 communities,
- The **grey** sections are both EJ and R3 communities



Here is where
you can see
which territory
participant live .

Enter
address of
participant



Eligibility Checklist



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The CEJA program is focused on increasing opportunities in the building and construction trades for equity investment eligible persons, defined as listed below. **Note:** Only one of the three priorities below need to be met. One document can be used for multiple selections as applicable.

FIRST PRIORITY: RESIDENCY

First Priority: Persons whose primary residence is in an equity investment eligible community (an Environmental Justice or R3 community). Please see the [CEJA Grantee Map](#)

- | | |
|---|--|
| ☐ Driver's License/State ID | ☐ Landlord Statement or Lease |
| ☐ SNAP Award Letter | ☐ Letter from Social Service Agency or School (on Letterhead) |
| ☐ Homeless-DHS Letter | ☐ Medicaid/Medicare Card |
| ☐ Homeless-Shelter/Temp Residence Letter (on Letterhead) | ☐ Pay Stub |
| ☐ Housing Authority Verification | ☐ Current Utility Bill w/Participant's Name |
| ☐ Insurance Policy | ☐ Self Attestation |

SECOND PRIORITY: ENERGY WORKER

Second Priority: Energy worker who has lost employment or is anticipated to lose employment within the next 5 years due to reduced operation or closure of a fossil fuel power plant, nuclear power plant or coal mine.

- | | |
|---|---|
| ☐ IDES UI Record showing Termination or Layoff | ☐ Certification of Expected Separation |
| ☐ Work History showing Termination or Layoff | ☐ Individual Notice of Layoff |

THIRD PRIORITY: BARRIERS TO EMPLOYMENT

Third Priority: A person who faces barriers to employment including but not limited to, low educational attainment, prior involvement in the criminal legal system, language barriers or is a person who is a graduate or current member of the Foster Care system.

- | | |
|---|---|
| ☐ School Dropout Letter | ☐ Court contract |
| ☐ Results from an authorized assessment test | ☐ Medical Card showing Foster Child |
| ☐ Police records | ☐ Verification of payments made on behalf of child |
| ☐ Court Documents | ☐ Case Notes from Career Planner |
| ☐ Halfway house resident | ☐ Written statement from State/Local agency |
| ☐ Letter of Parole | ☐ Applicant statement/self attestation, in limited cases |
| ☐ Letter from probation officer | |

Eligibility Checklist (cont.)



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CEJA (Climate & Equitable Jobs Act)

ELIGIBILITY CHECKLIST

Participant Name:

Agency Name:

Career Connect State ID#

AGE

All CEJA Participants must be age 18:

- | | |
|---|---|
| ☐ Birth Certificate | ☐ U.S. Passport |
| ☐ Baptismal Certificate with Date of Birth | ☐ Public Assistance/Social Service records |
| ☐ DD-214/Report of Transfer or Discharge with DOB | ☐ School Records/Identification |
| ☐ Standard Driver's License | ☐ IDES UI printout (showing DOB) |
| ☐ IL State ID or other Federal, State or Local Gov't issued ID | ☐ Court Records (showing DOB) |
| ☐ Enhanced Driver's License/ REAL ID | ☐ Youth Only-Work Permits |
| ☐ Hospital Birth Record | ☐ Workers Compensation Record with DOB |

AUTHORIZATION TO WORK

Not required but recommended

[I-9 Form](#) PG 2 Lists of Acceptable Documents

Acceptance & Commitment



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A CEJA Workforce Hubs Acceptance and Commitment Letter will be provided to applicants that clearly outlines the enrollment decision and action steps for the participant.

- The applicant must also be made aware of the date/time for orientation and any critical programmatic information, including the class schedule.
- The participant and grantee staff must sign the commitment agreement during orientation.
- A copy of letter must be uploaded to the customer profile in the CEJA Reporting System.

Note: Without a **signed commitment agreement that include a FERPA (Family Educational Rights and Privacy Act) waiver** , grantees cannot track participants data in the CEJA Reporting System, **signing the form is mandatory.**



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Reporting System & Demo

Reporting System Overview



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The CEJA Reporting System is a custom database developed by DCEO in partnership with the Center for Workforce Development at Southern Illinois University (SIU).

The CEJA Reporting System is located on the Illinois workNet platform and functions as the information hub for all programmatic tracking and most program reporting.

- Select CEJA/FEEJA Programs link.

GROUPS - SEARCH

GROUP SEARCH

Use Customer Support Center Groups to organize customers and view information saved with each customer's account. Create your personal group or select a group to get started. [Learn more](#)

Create Personal Groups

Group Name

Show Advanced Search

Search

Show 50 entries

Id	Name	Type	Active	Partners	Customers
13468	CEJA/FEEJA Programs	ProjectGroup	true		

Reporting System Overview



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The data collected on the CEJA Reporting System will include, but may not be limited to:

- Recruitment and outreach activities
- Barrier reduction services
- Career assessments – Orientation and pre-transition instruction
- Completion
- Follow-up activities

Creating Customers in Illinois workNet



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Training Site:

<https://testapps.illinoisworknet.com/siteadministration/ClimateWorks/Admin/Index>

Please Follow CEJA Guide (Handout)

Resource

LINK: [Workforce and Education Partners \(illinoisworknet.com\)](https://illinoisworknet.com)

Questions and Answers

