

# EMPLOYMENTSTIMULUS.ORG

## YOUR BUSINESS REAPS THE REWARDS

### Los Angeles County Transitional Subsidized Employment (TSE) Program



Los Angeles County in partnership with the South Bay Workforce Investment Board (SBWIB) provide you with employees funded by the Federal Stimulus Package.

Employees can be hired directly by SBWIB. All participating employers will be required to enter into an agreement with SBWIB.

SBWIB is the employer of record, performing payroll functions and absorbing the Worker Compensation liability.

...bringing  
you  
employees  
funded  
by  
the  
Federal  
Stimulus  
Bill...



## 10,000 JOBS

- Public, Private and Non-Profit Employers are highly encouraged to participate
- Gain a valuable employee
- Fill your entry level positions
- We pre-screen candidates
- Work assignments up to 12 months
- Provide background checks, if needed

- Federal funds can not be used to cover any remaining wage
- On-the-job Subsidized Employment Training (OJT) is also available
- Employers receive partial reimbursement for OJT wages paid
- Up to 100% of wage cost can be covered, the employer must supervise the employee



[www.sbwib.org](http://www.sbwib.org)  
[www.employmentstimulus.org](http://www.employmentstimulus.org)

This program cannot be used to fill positions behind laid off employees, displace current employees, or impede promotional opportunities

*We're Headed In The Right Direction Not Because We Have To, But Because We Want To*

join us at [www.employment.org](http://www.employment.org)

# JOIN US

*We need Los Angeles County businesses to join  
forces to stimulate the economy.*



*What does it take to JOIN? Hire at least 1 worker.*

*We cover up to 100% of the wages.*

*What does it take to WIN? Keep that worker  
employed for 1 year.*



*10,000 JOBS*



- Up to 100% of wage cost can be covered
- Fill your entry level positions
- Work assignments up to 12 months
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- Provide background checks, if needed
- On-the-job Subsidized Employment Training (OJT) is also available

**Your organization may be eligible to receive entry level full time staff with 100%  
of wage costs covered for up to 12 months!**

Los Angeles County in partnership with the South Bay Workforce Investment Board (SBWIB) may provide you with employees funded by the Federal Stimulus Package. Los Angeles County Department of Public Social Services (DPSS) has a major initiative underway to place 10,000 workers into subsidized employment. The goal of the Transitional Subsidized Employment (TSE) program is to remove barriers to employment, enabling CalWORKs participants to secure regular employment after completion of this program.

In February 2009, President Obama signed the American Recovery and Reinvestment Act (ARRA) to stimulate the economy. The Los Angeles County Department of Public Social Services (DPSS) is utilizing these Federal Stimulus dollars to expand subsidized employment opportunities for CalWORKs welfare-to-work participants in the public, private and non-profit sector.

The Transitional Subsidized Employment (TSE) program is provided through a contract between the County of Los Angeles and the City of Hawthorne on behalf of the South Bay Workforce Investment Board (SBWIB.) SBWIB in turn sub-contracts participating Work Source, One stop and various Employment Centers through out Los Angeles County who serve as case managers for the TSE participants. SBWIB is the employer-of-record, performing payroll functions and absorbing the Workers Compensation liability. All participating organizations will be required to enter into an agreement with SBWIB. We are currently looking for additional work sites in Los Angeles County for the TSE program.

Would your organization like to participate in this opportunity and find out how to become a TSE Worksite?

**How do I sign up my organization to become a work site for the TSE program?**

1. Go to [www.EmploymentStimulus.org](http://www.EmploymentStimulus.org). Click on the "Contracts & Required Documents" tab at the top right of the screen.
2. Click on "Worksite Sub-contract," sign the signature page of the contract (p.12) and Exhibits 2 & 4 in triplicate.
3. Provide an Original General Liability Insurance Certificate containing evidence of coverage in the amount of at least Two Million Dollars or a Certificate of Self-Insurance. (Please see "Insurance Tip Sheet" located on the "Contracts & Required documents" screen for correct wording of endorsement and insurance limits.)
4. Provide an Original Certificate of Workers Compensation.
5. Provide proof of Automobile Liability Insurance for at least One Million Dollars. If Automobiles will not be used in connection with the duties contained in the agreement, your organization may provide an "Automobile Insurance Waiver Letter." (Please see "Insurance Tip Sheet" located on the "Contracts & Required documents" screen for a sample format for the Automobile Insurance Waiver Letter.)
6. Fill out the "Worksite Information Sheet." This is located on the "Contracts & Required documents" tab.
7. Fill out the "In-kind Claim Form." This is located on the "Contracts & Required documents" tab at the top of [www.EmploymentStimulus.org](http://www.EmploymentStimulus.org)
8. Mail all of the above documents to SBWIB and you will get a call from us to finalize the contract and get started!

**What happens after I submit my completed application?**

Once the contract is finalized, your work site will be included in a Directory of possible work locations that is distributed among case managers at participating Work Source and One-Stop Employment Centers. The employment center representatives are responsible for finding work sites for TSE program participants. When a case manager would like to place a participant at your organization, they will call you to set up an interview. If you like the participant, great! If the participant is not a good fit for your organization, you are not obligated to work with them. SBWIB staff will periodically monitor the work sites for the purpose of ensuring contract and program compliance.

**Where do I mail in my completed application documents?**

City of Hawthorne c/o South Bay Workforce Investment Board of Supervisors  
Job Training & Development Dept./G.A.I.N. Unit  
11539 Hawthorne Blvd., 5<sup>th</sup> Floor  
Hawthorne, CA 90250  
Attn: GAIN UNIT

**Where may I get additional information?**

For additional information go to [www.EmploymentStimulus.org](http://www.EmploymentStimulus.org) or call SBWIB, Gain Unit at (310) 970-7796.