

WORKFORCE INDUSTRIAL TRAINING, LLC – Operation Boost Initiative
FY 2025-2026 City Grant Proposal Term Sheet

Contractor: Workforce Industrial Training, LLC (“Contractor”)

Program Name: OPERATION BOOST Initiative (the “Program”)

City Funding Request: \$325,000

Contract Term: October 1, 2025 – September 30, 2026

Any substantial change to this FY 2025-2026 City Grant Proposal Term Sheet (the “Term Sheet”) will require City Council approval.

PROGRAM OVERVIEW:

The OPERATION BOOST Initiative will focus on recruitment, training and job placement for 100 residents of Jacksonville, Florida. The Program will offer a year-round, cost-free certification programs for qualifying trainees. Primary target groups will be individuals aged 18 and older that may face barriers to employment. The Program outcome and deliverables will include Department of Labor Nationally Recognized Certifications, Registered NCCER Credentials and Introduction to Construction Trades Certificates of Completion. Funding requests would serve both capital and programmatic expenses; capital expenses are in need to ensure Program success for FY2025-2026.

Jacksonville, Florida, like many American cities, faces unique challenges and opportunities in its high-impact Historically Underutilized Business (“HUB”) Zones. These areas, often defined by economic disadvantages, stand to benefit enormously from workforce development initiatives. Targeted vocational training in construction, warehousing, welding, flooring, and related trades can address two problems at once: increasing local employment opportunities, reducing crime rates and recidivism.

Community Need: Skilled labor shortages across local construction-based industries, employers report a shortage of qualified tradespeople – from carpentry to flooring technicians and construction laborers. Many of Jacksonville’s skilled workers are reaching retirement age, creating a pressing need for new entrants into these fields.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

Program Activities:

- Provide year-round cost-free training for 100 students who face barriers to employment and recidivism.
- Additional training will include Wrap-around and soft skill support services.
- Employability training and job placement assistance.
- Program instructors, student manuals, Program curriculum and consumables lab materials and equipment rentals will be provided.
- Provide nationally recognized certifications, credentials and certificates of completion.

Program Courses and Certifications:

- **NCCER Construction Site Safety:** Provides foundational and advanced safety training for construction sites, crucial for workforce protection and regulatory compliance.
- **NCCER CORE:** The gateway program introducing essential construction and craft skills, setting the foundation for further specialization.
- **Introduction to Carpentry:** Hands-on training in woodworking, reading blueprints, and framing, preparing individuals for entry-level jobs in carpentry.
- **Introduction to Electrical (Low Voltage):** Focuses on basic electrical principles, safety, and installation of low-voltage systems, including alarms, telecommunications, and data wiring.
- **Flooring (Basic Installation):** Instruction on installing tile, hardwood, laminate, and carpet, allowing for immediate use in both residential and commercial settings.
- **Warehousing (Optional Training Tracks):** Covers inventory management, logistics, and occupational safety, as well as specialty tracks such as inventory analysis or e-commerce fulfillment.
- **5K Forklift Operators Training:** Certification in safe operation of forklifts, particularly those with 5,000 lb capacity, crucial for logistics and construction settings.
- **Warehouse Operations:** Comprehensive training in the flow of goods, safety, shipping/receiving, and technologies shaping modern warehouse environments

Additional Training Modules include:

Soft Skills and Life Skills Training are included to develop essential personal and interpersonal abilities such as communication, problem-solving, teamwork, adaptability and financial literacy, all of which complement technical skills. These skills help individuals navigate both work and life situations with confidence and competence.

Academic Grade:

For each section of the training session the student will be given a quiz or test and performance exercises at the end of every training module. Passing grades are a minimum of 70% out of a possible 100%. Work is graded according to the following schedule:

Grading Scale

- **A:** 90–100%
- **B:** 80–89%
- **C:** 70–79%
- **D:** 60–69%
- **F:** Below 60%

PROGRAM COSTS/PAYMENT TERMS:

Contractor shall be compensated by the City at a rate of \$3,250 per Duval County resident who successfully completes the Program, up to a maximum of 100 residents. Contractor shall invoice the City monthly for the applicable number of graduates and shall include copies of applicable certifications and credentials achieved based on each respective graduates' chosen area of study and proof of Duval County residency.

Workforce Industrial Training currently does not receive grant funding from the City of Jacksonville or any other governmental agency.

PROGRAM IMPACT & REPORTING:

Past Performance:

- Contractor can show strong deliverables and positive outcomes with past performances provided to: Florida State College at Jacksonville, Eckerd College, Job Corps, Goodwill, Operation New Hope, Homeless Veterans Reintegration Program (HVRP), Northeast Florida Safety Council. Contractor also created the COVID-19 Safety Training Program for the Jacksonville Small and Emerging Businesses (JSEB) program.
- Each of these organizations utilized WIT-ISTP® Training Modules in conjunction with their own individually styled programs. Collectively Contractor documented an average of 95% completion rate and 80% Job Placement with 75% retention after six months.
- In fiscal year 2024-2025, Workforce Industrial Training successfully partnered with Eckerd Connects and Wealth Watchers' C.O.F.F.E.E project to provide training and employment opportunities, particularly to young adults. That partnership highlighted a collaborative effort to address workforce needs, enhance skills, and create pathways to employment within the industrial sector.
- 100 trainees are expected be served by the Program. Outcome and deliverables will include Department of Labor Nationally Recognized Certifications, Registered NCCER Credentials and Introduction to Construction Trades Certificates of Completion.

Community Partnerships:

Community and local organizations have enthusiastically agreed to refer individuals from the target populations to the Program. Information about job placement and employability skill training will also be provided. Application materials will be supplied to these sites and information sessions will be held in conjunction with these organizations. Aligning with JSEBs and community program advisory boards, subcommittees, and local agencies to develop income employment opportunities for participants.

Community partners are committed to using their knowledge of high-impact outreach practices like sequenced messaging, social media, event-based promotion, integrated communications, geo fencing and creative printed materials for recruiting Program participants.

Final Report:

Upon completion of the Program, Contractor shall provide the City with a final report detailing Program participation and successes based on performance metrics and shall include details regarding the results of a survey completed by program participants evaluating the effectiveness of the Program.