**BLANK CHARTS FOR WORK-BASED LEARNING ACTIVITES-**

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| **PERFORMANCE TARGETS – Work-Based Learning** | |
| Type of WBL activity: |  |
| Start Date: |  |
| End Date: |  |
| Age range of Youth Participants: |  |
| Training/Program Provider: |  |
| Training/Program Location(s): |  |
| Program Schedule: |  |
| Total Training/Program Hours: |  |
| Certification(s) or Credit(s) Awarded: |  |
| Target Enrolled: |  |
| Target Completed: |  |
| Target Credential(s): |  |
| Target Occupation(s) for internships: |  |
| Target Employer(s) for internships: |  |
| Target Wage or Stipend: |  |
| Any additional Details: |  |

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| **RECRUITMENT, PLACEMENT, AND SUPPORT** | |
| Entity conducting participant recruitment: |  |
| Recruitment methodology/mechanisms: |  |
| Entity responsible for candidate screening: |  |
| Screening methodology/mechanisms: |  |
| Entity responsible for participant selection: |  |
| Selection methodology/mechanisms: |  |
| Entity responsible for participant enrollment: |  |
| Entity managing participants during training: |  |
| Entity providing support services: |  |
| Support services to be offered/provided: |  |
| Entity responsible for employer relationship  management and for participant placement: |  |
| Placement process methodology: |  |

**BLANK CHARTS FOR CAREER EXPLORATION ACTIVITIES-**

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| **PERFORMANCE TARGETS – Career Exploration** | |
| Start Date: |  |
| End Date: |  |
| Training/Program Provider(s): |  |
| Training/Program Location(s): |  |
| Training/Program Schedule: |  |
| Total Training/Program Hours: |  |
| Target Enrolled: |  |
| Target Completed: |  |
| Target Credential(s) |  |
| Target $ Earnings: |  |
| Any additional Details: |  |
| **RECRUITMENT, PLACEMENT, AND SUPPORT** | |
| Entity conducting participant recruitment: |  |
| Recruitment methodology/mechanisms: |  |
| Entity responsible for participant selection: |  |
| Selection methodology/mechanisms: |  |
| Entity responsible for participant enrollment: |  |
| Entity responsible for outcome reporting: |  |

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| **PERFORMANCE TARGETS – Work-Based Learning** | |
| Name of Cohort: |  |
| Type of WBL activity: | Choose 1 of the 5 types [(see Section III E. Work-Based Learning)](#_Definition_of_Work-Based) |
| Start Date: | What date does this activity ACTUALLY start? |
| End Date: | What date does this activity ACTUALLY end? |
| Age range of Youth Participants: | Age range of youth doing engaging in this activity |
| Training/Program Provider: | What entity is leading this activity? |
| Training/Program Location(s): | Where is this activity taking place? |
| Program Schedule: | Tentative schedule (ex: Monday through Friday, 9am to 3pm) for X amount of weeks |
| Total Training/Program Hours: | This INCLUDES work readiness training which is mandatory for all youth |
| Certification(s) or Credit(s) Awarded: | Are youth participants receiving a certificate, certification, or credit? List them ALL. |
| Target Enrolled: | What # of youth are enrolling in this activity? |
| Target Completed: | What # of youth will complete your program? |
| Target Credential(s): | Are youth participants receiving a credential? List them ALL. |
| Target Occupation(s) for internships: | What are the target occupations for this activity? |
| Target Employer(s) for internships: | Are there target employers youth will engage with? |
| Target Wage or Stipend: | How much are youth earning per hour? If stipend based, how much are they getting in their stipend? |
| Any additional Details: | Here you can add “All youth participants will receiving mandatory work readiness training throughout program” and anything else that we need to know. |

**Guiding Questions for filling out your narrative charts FOR WORK BASED LEARNING ACTIVITIES-**

**Guiding Questions for filling out your narrative charts FOR CAREER EXPLORATION ACTIVITIES-**

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| **PERFORMANCE TARGETS – Career Exploration** | |
| Start Date: | What date does this activity ACTUALLY start? |
| End Date: | What date does this activity ACTUALLY end? |
| Training/Program Provider(s): | What entity is leading this activity? |
| Training/Program Location(s): | Where is this activity taking place? |
| Training/Program Schedule: | Tentative schedule (ex: Monday through Friday, 9am to 3pm) for X amount of weeks |
| Total Training/Program Hours: | This INCLUDES work readiness training which is mandatory for all youth |
| Target Enrolled: | What # of youth are enrolling in this activity? |
| Target Completed: | What # of youth will complete your program? |
| Target Credential(s) | Are youth participants receiving a credential? List them ALL. |
| Target $ Earnings: | How much are youth earning for this activity? |
| Any additional Details: | Here you can add “All youth participants will receiving mandatory work readiness training throughout program” and anything else that we need to know. |