

CHESTER COUNTY COMMUNITY FOUNDATION

GRANT PROPOSAL SUMMARY SHEET

Date May 30, 2025

Contact Information

Organization Name: Chester County Opportunities Industrialization Center (CCOIC)

Address: 22 N. 5th Ave. Coatesville, PA 19320

Phone: 610-692-2344

Website: www.ccoic.org

Year Incorporated: 1980

FEIN: 23-2122709

ED/CEO Name: Javonna Wylie

ED/CEO E-mail: jwylie@cc-oic.org

Board Chair Name: Bruce McClure

Board Chair Approval (check here): X

Primary Contact Name: Javonna Wylie

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Organization Information:

Field/s of Interest:

☐ Arts, Culture & Humanities

☐ Environment/Animal Welfare

☒ Education

☐ Health

☒ Human Services

☐ Religion

Mission: CCOIC's mission is to open opportunities for individuals to prepare for sustainable employment and financial independence through education, training and support services.

Geographic Area Served: Chester County

Describe Population Served & Annual Number of People Served: CCOIC serves approximately 1,000 students per year through a variety of workforce training and adult education programs. Students come from all walks of life, but all are seeking opportunities to develop the skills they need to enter or re-enter the workforce and obtain a livable wage.

Annual Budget \$ 1,768,531 _____ 15.5 _____ # of Full-Time Equivalent Paid Staff

88 _____ % of budget for program expenses 10 _____ # of Board Volunteers

6.5 _____ % of budget for administrative expenses 91 _____ # of Active Non-Board Volunteers

5.5 _____ % of budget for fundraising expenses 4,157 _____ # of Volunteer Hours

100 % total

Top 3-5 funding sources: PA Department of Education, ARPA, CC Department of Workforce Development, OIC America, Chester County Hospital Foundation

Is this grant proposal for: Capacity Building ☐ or General Operating ☒?

Grant Amount Requested from the Community Foundation: \$ \$10,000 _____

Proposal Summary: General Operating funds will support the overall efforts of the organization to provide adult workforce training and educational programs, most of which fall under the Workforce Reintegration Program (WRP). In fiscal year 2026, CCOIC will serve approximately 1,000 individuals throughout the entirety of its programming and provide a pathway to sustainable employment for adults in Chester County.

Chester County Opportunities Industrialization Center (CCOIC)

Grant Narrative 2025-2026

Organization's history, goals, key achievements, and distinctiveness: In 1979, Chester County OIC was founded on the same principles and objectives as the Philadelphia organization started in 1964 by Rev. Leon H. Sullivan in response to the need to prepare minority workers for jobs that were finally accessible to them. His motto was that if we can support the most vulnerable or those impoverished in our communities through educational and workforce opportunities, people will set themselves up for success and change the trajectory of the next generation.

CCOIC began as a job placement agency without any educational component and has since evolved to provide comprehensive Adult Education (GED, ESL, Tutoring), Workforce training for livable wage jobs, and support services such as driver's education or clothes for work. Each year, CCOIC serves nearly 1,000 people.

Funding Request

Description of Key Initiatives: CCOIC works with youth and adults age 18 and older who face significant social barriers including but not limited to poverty, mental health issues, those in recovery from substance use disorder, individuals transitioning from foster care, those who lack mentorship, young parents, those with a lack of education, survivors of crime, trauma or abuse, those with former gang involvement, and formerly incarcerated individuals. As members of the community, it serves the entire community when these adults are productive, employed, and positively contributing to the community. Additionally, all of Chester County benefits when we invest in creating opportunities for our workforce to thrive.

General Operating funding will support the overall efforts of the organization to provide training, most of which falls under the Workforce Reintegration Program (WRP). WRP applies a comprehensive strategy to address a range of challenges in helping people make a successful transition back into the workforce. WRP works with youth and adults aged 18 and older who face significant social barriers. WRP utilizes evidence-based Integrated Reentry and Employment Strategies (IRES) to determine participants' needs and place them on a sustainable career path while working to promote their individual strengths and build self-confidence and self-reliance.

During Work Enclave Tier 1, participants will complete 5 weeks of paid instruction, including intensive Work Readiness and Soft Skills training matched with community cleanup as instructed by the City of Coatesville's Public Works Department. Participants will be registered for the local PA CareerLink. CCOIC has a full curriculum that participants will follow and other soft skills trainers who participants will interact with. Lastly, participants will complete National Retail Federation training and exams for certification via our training partner Full Circle Computing.

Upon completion of the Work Enclave, CCOIC staff will assess each participant's growth and up to three individuals may be elected to move forward to Tier 2. Work Enclave Tier 2 allows individuals access to a 6-week paid work experience which consists of 32 hours of work at a local business as elected by the Workforce Development Manager and Career Coach and 8 hours of Professional Development at CCOIC's Resource Day (40 hours a week). The Workforce Development Manager will closely monitor the student by actively engaging with the employer's human resource department and reviewing our formal paid work experience/internship progress assessment or other documents as needed.

Empowerment coaching allows the students to have a sense of support and direction as they make their transition to full-time work after CCOIC programming. The students will continue to have access to supportive services and can reach out to the CCOIC workforce team as needed. Additional Supportive Services aid students in overcoming other

barriers that may prevent them from achieving their full potential. Other training and services offered to students include:

- Digital Literacy
- National Professional Certification in Customer
- QuickBooks Training
- Forklift Operators Training
- Non-CDL Training
- OSHA 10 Certification
- OSHA 30 Certification
- Smart Energy Technical Training
- Wellness-Check Day
- DMV Day (Department of Motor Vehicles)
- Drivers Education
- Monthly workshops presented by the Workforce Development Manager and Career Coach
- Community referrals by the Academic Success Manager

Specific Needs & Issues to be Addressed: The Workforce Reintegration program serves Chester County residents who are unemployed and underemployed and those defined by the CC United Way as Asset Limited, Income Constrained, Employed (ALICE) by providing workforce training relevant to high-priority occupations in our region. Most individuals in CCOIC's program reside in the Greater Coatesville community (19320) and face significant challenges in achieving self-sufficiency in a space where 1 in 3 adults live in poverty. Most are challenged with multiple social and economic barriers.

There are significant disparities between the prosperity experienced in Chester County and the plight of families in the greater Coatesville community. As the cost of living continues to outpace wages, self-sufficiency and meeting basic needs remain a struggle. The poverty rate in Coatesville is 31.5%, dramatically higher than average percentage of residents when compared to the rest of PA. It should also be noted that Coatesville has the highest ALICE population in the County at over 60%. The unemployment rate in Chester County is currently reported to be less than 3%, while in Coatesville it is almost 6%. The median family household income in Coatesville is well below that of the county, leaving a huge gap between what households can afford and the actual cost of living.

Why is it important to fund this now: In today's rapidly evolving economic landscape, businesses across industries are facing an acute shortage of skilled and competent labor capable of meeting the demands of a modern, technology-driven marketplace. The gap between the skills employers need and the skills workers possess continues to widen. According to a 2024 report by the World Economic Forum, over 50% of all employees will require significant reskilling or upskilling by 2025 to remain competitive and productive in their roles.

This skills mismatch places a significant burden on employers, who struggle to find qualified candidates for essential roles in sectors ranging from manufacturing and logistics to healthcare, information technology, and green energy. The U.S. Chamber of Commerce notes that millions of jobs go unfilled annually not due to a lack of job seekers, but due to a lack of job seekers with the appropriate skills. This disconnect undermines business productivity, hinders innovation, and stifles regional economic growth.

COIC's workforce development programs and certifications play a critical role in addressing this challenge by equipping individuals with the practical, job-ready skills required by Chester County employers. These programs provide targeted training, industry certifications, and experiential learning opportunities aligned with current and emerging labor market needs. They also promote economic mobility, particularly for underrepresented populations who often lack access to traditional higher education or on-the-job training.

Investing in workforce development is not just a social imperative, it is an economic necessity in our community. By supporting CCOIC, we can bridge the skills gap, foster inclusive economic growth, support our community members, and ensure that businesses have access to the qualified labor force they need to thrive.

How the impact and results will be demonstrated: With more than 40 years of experience and connections throughout Chester County, OIC has a keen understanding of the needs of both those served and regional employers. Our programs are designed to meet the needs of both.

Grant funds will be utilized to support the Workforce Reintegration Program in fiscal year 2026 beginning July 1, 2025. Programming goals include building and restoring confidence/competence, enhancing employability, engaging participants in service to their community, and creating sustainable self-sufficiency through supportive services.

Funding will support 60 adults during the grant period, of which 12 will be placed in Paid Work Experiences (PWE) at local businesses within or surrounding the greater Coatesville area.

Planned Outcomes:

- 100% of students enroll in Career Link
- 100% of students successfully complete the program
- 100% of students demonstrate improved work skills
- 100% of students enter temporary employment
- 93% of students achieve Industry Recognized Credentials
- 50% of students enter full-time employment with a wage of \$20 or higher
- 46% of students retain employment for at least 3-6 months
- 20% of students enter PWE Internship

Each participant will have an Individual Career Plan (completed within 30 days of enrollment) which will include information about the program participants' needs and steps to improve his or her employability that extends through the follow-up period. The Individual Career Plan will be reviewed at least monthly by the case manager and updated when services are added/changed/completed. Case managers will act as advocates/coaches for participants by identifying their individual needs and providing support through the motivational interviewing approach, support service referrals, and skill building to assist them in accessing and navigating services more independently upon program completion. Through the case management process, program participants will be assisted in accessing public benefits, individual supportive services, and family supportive services.

Case managers track data ongoing to report on the outcomes of goals and program success. Evaluation methods start at the individual level, assisting each person with their individual plan. Annually, the staff assesses total program outcomes and request feedback through participant surveys. Feedback and data collected over the year inform changes that are needed for programming success and are publicized through impact reports for stakeholders.

Current Strategic Plan Update: CCOIC is currently developing its next strategic plan that will guide the organization forward over the coming months and years. Our CEO, Ms. Javonna Wylie, assumed her current position in May 2024 and has spent the last year moving the organization forward, gaining insight and learning through collaboration with staff, students, and OIC's many county partners. The organization has a Strategic Planning Board committee that is working to develop the plan to move forward with the process in fiscal year 2026.