

BFET Component Description for FFY 2017

05/12/2016

Job Search (JS) – JS component may include access to a computer, job listings, email, fax, telephone, participation in a job club, or other activities to assist participants in finding employment. JS participants must be employment ready. JS participants must make twelve (12) employer contacts per month and submit a monthly job search log.

Job Search Training (JT) – JT component is education and assistance provided to participants to make them employment ready. JT activity may include, but is not limited to:

- Resume writing, interview skills, preparation of a master application, etc.
- Instruction and support related to seeking employment,
- Workplace etiquette workshops,
- Life skills and balancing work and family, and
- Career planning.

Basic Education for Adults /English as a Second Language (BE) – BE component is education provided to participants to raise their overall employability. BE activity may include education in basic computer skills, literacy, or math training. High School Equivalency (formerly GED), Basic Education for Adults (BEA), and English as a Second Language (ESL) are categorized as BE components.

Vocational Education (VE) – VE component is education or instruction that leads to a certificate or degree in an occupational field. VE activity is organized educational programs that directly relate to the preparation of individuals for employment in current or emerging occupations that require training other than a baccalaureate or advanced degree.

VE activity must be:

- Credentialed, and
- Recognized by an independent third party.

Job Retention Services (BR) – BR component is assistance and support provided to employed participants to achieve satisfactory job performance and increase earnings over time. BR may include:

- Counseling,
- Coaching,
- Case management, and
- Participant reimbursements.

The participant is eligible for BR if they:

- Are exiting the BFET program due to employment;
- Have no other components open; and
- Have participated in non-BR BFET activities in the last 90 days.

Case Management (BC) – BC component is ongoing assistance, support coordination, and advocacy provided to participants to overcome barriers to employment and remain engaged in the BFET program. This includes referrals to additional programs and services not covered by the BFET program, and one-on-one coaching.

BC does not include services that are part of other BFET activities, such as (but not limited to):

- Initial assessment,
- Development and maintenance of the IEP,
- Academic advising, and
- Career Navigation.

*Disclaimer: DSHS has not received permission from FNS to use the BC component at the time of this publication. The above component descriptions are the proposed components for FFY 2017 and subject to FNS approval.