New Program, New Opportunities
Increasing Employment Network Participation

November 6th, 2009
CESSI, A Division of Axiom Resource Management
Program Manager for Recruitment & Outreach
Participants:

**Presenters:**

- **Dan O’Brien**, Acting Associate Commissioner for the Office of Employment Support Programs, SSA
- **Tom Gloss**, Ticket to Work Program Specialist, CESSI
- **Felix Stump**, EN/VR Education & Communications Manager, MAXIMUS
- **Jeanne Argoff**, Vice President, Daniels and Associates

**Moderator:**

**Kelly Kenealy**, Program Assistant, CESSI
Learning Objectives

• Gain a deeper understanding of the current advantages to taking Tickets, the current payment structure, available resources for ENs and beneficiaries, and the safety net the Ticket program provides for beneficiaries;

• Learn about transition services, operational support, and ongoing technical assistance to ensure new ENs attain their Ticket performance objectives;

• Attain an increased awareness of the Federal government hiring initiative; and

• Understand the basics of foundation grants as source of funding and learn where to locate the grant application materials.
Dan O’Brien,
Acting Associate Commissioner
for the Office of Employment Support Programs, SSA
The NEW Ticket To Work
New Program, New Opportunities

Tom Gloss
Ticket to Work Specialist
CESSI, A Division of Axiom Resource Management
Program Manager for Recruitment & Outreach

Nov-09
You did the HARD part—You’re approved as an Employment Network!!
Why Aren’t You Taking Tickets?

• Many Ticket Holders want to work—we estimate about 2 Million
• Almost 1,000 per month now assigning their Tickets
• You’re missing out!
Why Do Beneficiaries Want to Use Their Tickets?

• Voluntary and free to the beneficiary
• Can postpone regularly scheduled medical Continuing Disability Reviews (CDRs)
• Medicare & Medicaid can continue
• If the beneficiary stops working, there is an expedited reinstatement to benefits

www.socialsecurity.gov/redbook/
Connecting with Ticket Holders

• Look at those you are already serving—start there!
• If you are not completing the IWP/getting Ticket assignment, you are leaving money on table
• Receive beneficiary CD from MAXIMUS
  – Requires security clearance
• Develop relationships with SSA Area Work Incentive Coordinators (AWIC) and Work Incentive Planning and Assistance (WIPA) projects
• SSA-approved organizations that assist beneficiaries in making informed choices about work. WIPA services are free.

• WIPA staff:
  - Are trained to provide information about work and Work Incentives.
  - Can answer questions about how work will affect Federal, state and local benefits.
  - Can help Ticket Holders find the resources or services to achieve individual employment goals.
  - Host Work Incentives Seminar Events (WISE).

http://www.ssa.gov/work  Click on Service Provider Directory
Work Incentive Seminars (WISE)

- At a WISE event Ticket Holders learn about the Ticket program and other SSA Work Incentives.
- ENs are invited to meet Ticket Holders and explain the kinds of supports and services they can provide.
- Other community resources also invited.
- About 300 events in 2009 with 3000 Ticket Holders! (20 events just this month)

To find out if a WISE event is happening near you, visit www.cessi.net/WISE
Federal Hiring Initiative

- Ticket Program as a pipeline to jobs in Federal agencies
- Started in FY 2009 with SSA’s hiring authority
- Commissioner made commitment to hire people with disabilities
- Ticket partners stepped up to help
  - ENs linked to SSA recruiting/hiring officials
Federal Hiring Initiative

• Success in 2009
  – SSA hired 600+ people with disabilities
  – 150+ were Ticket Holders
  – Also veterans and students with disabilities

• Continuation in FY 2010
  – SSA will continue this as priority
  – Numbers will be based on final budget approval
  – Watch www.cessi.net/ttw for details
Federal Hiring Initiative

• New in FY 2010--Ticket as pipeline to Federal jobs government-wide!
  – SSA/CESSI will assist in connecting Ticket Holders with partnering Federal agencies
    ➢ Developing Web portal
    ➢ Providing training and technical assistance
    ➢ Conducting national event for Federal agencies
  – Partnership efforts already underway with DOL, preliminary discussions with others
So, What are You Missing?

- Ticket provides an unrestricted funding stream
- Rewards EN for successful work milestones and outcomes by Ticket Holders
- If you help people with disabilities go to work but you don’t get Ticket assignment, your “boat will not float” from this stream!
### Phase 1 Milestone Payments

**2009 Rates**

<table>
<thead>
<tr>
<th>Type</th>
<th>Ticket Holder Gross Earnings</th>
<th>EN Payment (SSDI)</th>
<th>EN Payment (SSI)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Phase 1</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Milestone 1</td>
<td>$350/mo for 1 calendar month</td>
<td>$1,211</td>
<td>$1,211</td>
</tr>
<tr>
<td>Milestone 2</td>
<td>$700/mo for 3 months w/in 6 months (cumulative)</td>
<td>$1,211</td>
<td>$1,211</td>
</tr>
<tr>
<td>Milestone 3</td>
<td>$700/mo for 6 months w/in 12 months (cumulative)</td>
<td>$1,211</td>
<td>$1,211</td>
</tr>
<tr>
<td>Milestone 4</td>
<td>$700/mo for 9 months w/in 18 months (cumulative)</td>
<td>$1,211</td>
<td>$1,211</td>
</tr>
<tr>
<td><strong>Total Potential Phase I Milestone Payments</strong></td>
<td></td>
<td>$4,844</td>
<td>$4,844</td>
</tr>
</tbody>
</table>
## Phase 2 Milestone Payments
### 2009 Rates

<table>
<thead>
<tr>
<th>Type</th>
<th>Ticket Holder Gross Earnings</th>
<th>EN Payment (SSDI)</th>
<th>EN Payment (SSI)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 2</td>
<td>Gross &gt; SGA ($980/non-blind; $1,640 for blind)</td>
<td>$363/mo. (up to 11 mos.)</td>
<td>$207/mo. (up to 18 mos.)</td>
</tr>
<tr>
<td>Total Phase 2 Payments</td>
<td></td>
<td>$3,993</td>
<td>$3,726</td>
</tr>
<tr>
<td>Total Potential Ticket Payments Phases 1 and 2</td>
<td></td>
<td>$8,837</td>
<td>$8,570</td>
</tr>
</tbody>
</table>
## Outcome Payments Under Outcome-Milestone Payment System

### 2009 Rates

<table>
<thead>
<tr>
<th>Type</th>
<th>Ticket Holder Net Earnings</th>
<th>EN Payment (SSDI)</th>
<th>EN Payment (SSI)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcome Phase</td>
<td>Earnings &gt; SGA ($980/non-blind; $1,640/blind) “AND” 0 cash benefit</td>
<td>$363/mo. for 36 months</td>
<td>$207/mo. for 60 months</td>
</tr>
<tr>
<td>Total Outcome Phase Payments</td>
<td></td>
<td>$13,068</td>
<td>$12,420</td>
</tr>
<tr>
<td>Total Potential Ticket Payments</td>
<td></td>
<td>$21,905</td>
<td>$20,990</td>
</tr>
</tbody>
</table>
Phase 1 Milestones are not available to an EN in some circumstances:

- When beneficiary assigns Ticket to an EN after VR case closure -- Phase 1 Milestones not available to EN if VR closed case with beneficiary employed
  - VR provided services under Cost Reimbursement leading to job placement
  - SSA pays EN for Milestones & Outcomes achieved after Ticket assignment and after a Ticket Holder goes to work
  - EN can submit for Phase 2 Milestones when beneficiary’s gross earnings exceed SGA
• **Recent Work Rule** - Work at or above applicable Trial Work level earnings ($700 in 2009) within 18 months just “prior to Ticket assignment” can impact EN’s access to Phase 1 Milestone
  – Criteria are patterned after work and earnings criteria used for Phase 1 Milestone payments
  – Does not apply to Tickets assigned prior to July 21, 2008

http://www.yourtickettowork.com/training_2
Other EN Payment Information

- SSA does reconciliation payment after 12th outcome month if any Phase 1 or 2 Milestones are outstanding
- EN requests payment through MAXIMUS or can sign up for Auto-Pay
- Payments are being processed in 30-45 days
See for Yourself!

Look at the people you served last year and use SSA’s **EN Revenue Estimator** to determine potential revenue from the Ticket to Work Program.

http://www.cessi.net/en_estimator/

(Actual EN payments depend on a number of variables and may be different for each beneficiary.)
Employment Network Revenue ESTIMATOR

Welcome. I am going to help you estimate three, five, or ten years of revenue from the Ticket-to-Work program. Question #9 will let you indicate your choice of the number of years.

Here are a few things to keep in mind as we go through the process:

• This website makes no guarantees. What you get is an estimate that reflects the information you put in.
• The estimate depends on how long your beneficiaries work and at what level. Later you will input your best prediction.
• The estimator begins when beneficiaries begin work. You will have to remember that you have costs that precede actual job placement.
• We will also estimate Residual Income. This is the revenue still due an EN even if no new beneficiaries begin work.

Before we start, you will need to do some projections about the future.

**Number of people starting work:** As an EN think of the number of people likely to start work in an average month. For instance, if you think 15 people will start work each year, you may enter 1 per month and know that the Estimator is under-reporting your revenue. If you think 20 or so people will begin each year, you could enter 2 per month and know that the Estimator is over-estimating, just a little. The number of people that start per month must be a whole number, no fractions allowed.

**How long they work:** You know that a number of people will begin work but not sustain it for very long. Some will do a lot better and may work for a long time. I will ask you to parcel out all of your workers into six categories explained here. The estimator will ask for these figures in terms of the percent of the total. We have given you a little calculator below to help you figure the percentages.

<table>
<thead>
<tr>
<th>Total Starting Work</th>
<th>Number In A Category</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you need additional help click this hyperlink hins85074@mypacks.net and leave a message.

OK, let's get started.
1. How many people will start work each month?

(Tip: Think of the number of ticket holders that your EN is likely to place in employment over a year. What is the average number of people to start working per month?)

2. What percentage of these people are receiving SSI only?

The next set of questions asks you to indicate what percentage of your job placements will have specific results. Questions 3, 4, 5, and 6 refer to milestones in Phase One. Questions 7 ask what percentage will complete all the milestones, both Phase One and Two. Question 8 asks for the percentage that will complete all Milestones and Outcomes. The result of these six questions must add up to 100%.

<table>
<thead>
<tr>
<th>Question</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. What percentage of these people will reach ONLY 1 Phase One Milestone?</td>
<td>17</td>
</tr>
<tr>
<td>4. What percentage of these people will reach ONLY 2 Phase One Milestones?</td>
<td>17</td>
</tr>
<tr>
<td>5. What percentage of these people will reach ONLY 3 Phase One Milestones?</td>
<td>0</td>
</tr>
<tr>
<td>6. What percentage of these people will reach ALL Phase 1 Milestones?</td>
<td>33</td>
</tr>
<tr>
<td>7. What percentage of these people will complete ALL Phase One and Phase Two Milestones but NO outcome months?</td>
<td>0</td>
</tr>
<tr>
<td>8. What percentage of these people will complete ALL milestones and outcome months?</td>
<td>33</td>
</tr>
<tr>
<td>9. What percentage of beneficiaries worked with state VR and were closed in work before receiving the ticket assignment?</td>
<td>0</td>
</tr>
<tr>
<td>10. What is the length of time in years you would like to see results for?</td>
<td>3</td>
</tr>
</tbody>
</table>
### Results

<table>
<thead>
<tr>
<th>Month</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
<th>11</th>
<th>12</th>
<th>Year Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td>2,422</td>
<td>2,422</td>
<td>4,844</td>
<td>3,633</td>
<td>4,844</td>
<td>6,055</td>
<td>4,844</td>
<td>6,055</td>
<td>7,266</td>
<td>6,418</td>
<td>7,629</td>
<td>6,781</td>
<td>63,213</td>
</tr>
<tr>
<td>Year 2</td>
<td>7,992</td>
<td>7,144</td>
<td>8,355</td>
<td>7,507</td>
<td>8,718</td>
<td>7,870</td>
<td>9,081</td>
<td>8,233</td>
<td>9,444</td>
<td>8,596</td>
<td>9,807</td>
<td>8,959</td>
<td>101,706</td>
</tr>
<tr>
<td>Year 3</td>
<td>10,170</td>
<td>9,322</td>
<td>10,533</td>
<td>10,896</td>
<td>10,896</td>
<td>11,259</td>
<td>13,681</td>
<td>11,622</td>
<td>14,044</td>
<td>14,407</td>
<td>14,770</td>
<td>15,133</td>
<td>146,733</td>
</tr>
<tr>
<td>Grand Total</td>
<td>311,652</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Residual Income</td>
<td>373,920</td>
<td></td>
<td></td>
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<td></td>
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</tbody>
</table>
Employers who hire qualified people with disabilities can get up to $2,400 in federal tax credit in first year ($4,800 for veterans)

Some states offer similar tax credit programs

If EN is also the employer, can receive both WOTC and Ticket payments

www.doleta.gov/business/incentives/opptax
So, How Is it Going So Far?

- As of September 2009, about 270,000 Tickets assigned (VR & EN); 24,000 of those assigned to about 800 ENs
- There has been a steady increase in the number of Tickets assigned and Ticket payments requested under the new rules, telling us that the new payment structure is working
Ticket to Work – Stepping Stones to Employment
For More Information

• For more information on the Ticket to Work Program:
  – Visit SSA’s Work Site at: www.socialsecurity.gov/work
  – Visit CESSI’s web site at: www.cessi.net/ttw
  – Visit the Maximus web site at: www.yourtickettowork.com
    or call: 1-866-949-ENVR (3687)

Tom Gloss (410) 965-7545 or tom.gloss@ssa.gov
Operational & Training Support

Felix Stump
EN/VR Education & Communications Manager,
MAXIMUS
Agenda

- Ticket Assignment Process
- IWP
- Payment Request Form

www.yourtickettowork.com
EN Ticket Assignment Process

1. Beneficiary receives Ticket & calls MAXIMUS
2. MAXIMUS provides information about ENs & services
3. Beneficiary chooses EN
4. Beneficiary meets with EN to discuss goals & services
5. EN calls MAXIMUS to verify Ticket assignability
6. EN & beneficiary develop IWP
7. EN sends IWP to MAXIMUS within 2 weeks of signing
8. MAXIMUS receives the IWP & assigns the Ticket to the EN
9. MAXIMUS mails a notice of Ticket assignment to EN
10. SSA mails a notice of Ticket assignment to beneficiary
Checking Assignability

• Call MAXIMUS at 1-866-949-ENVR

• 10 Tickets or more, please fax the names and SSNs to (703) 683-0957

• Terminology:
  – Assignable
  – Not Assignable
  – Assigned or “In-Use”
  – Assigned but no longer Assignable
  – Not in Database
Assigning a Ticket

• EN & beneficiary work together to create an IWP

• EN submits the signed IWP & prior earnings tool (if applicable) to MAXIMUS

• MAXIMUS processes the IWP
  – Fax: (703) 683-3289, Attn: “IWP Processing”
  – Mail: Ticket-to-Work, P.O. Box 25105, Alexandria, VA, 22304

• After approval, the beneficiary & EN or VR receive a Ticket assignment confirmation
### Ticket To Work Individual Work Plan

<table>
<thead>
<tr>
<th>Beneficiary</th>
<th>SSN:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>Telephone:</td>
</tr>
<tr>
<td>Employment Network Name:</td>
<td>EIN#:</td>
</tr>
<tr>
<td>Address:</td>
<td>Telephone:</td>
</tr>
<tr>
<td></td>
<td>Email:</td>
</tr>
</tbody>
</table>
1. What Is Your Specific Vocational Goal And Expected Monthly Earnings Amount?

   Short Term Goal (in the next 3 to 12 mos.): [Specific]

   Expected Monthly Earnings Amount (in the next 3 to 12 mos.): [TWL or SGA]

   Long Term Career Goal (throughout the next 5 years): [Same as Above]

   Expected Monthly Earnings Amount (throughout the next 5 years): [TWL or SGA]

2. What Supports/Services Have You and Your Counselor Agreed Would be Required for You to Reach Your Short Term Goal?

   During the job search phase and the first nine months of employment:

   [Must ANSWER or N/A]

   After your first 9 months on the job (job retention supports and career advancement, if any):

   [Must ANSWER or N/A]
3. **Work History**

Please check all that apply:

- [ ] I had **no earnings** in the last 18 months.
- [ ] I had **some earnings** in the last 18 months.
- [ ] None of my earnings were in the last 6 months.
- [ ] Some of my earnings were in the last 6 months. (Please describe those earnings in the chart below, listing your most recent employer first.)

<table>
<thead>
<tr>
<th>Employer</th>
<th>Start Date</th>
<th>End Date</th>
<th>Wage Per Hour</th>
<th>Hours Worked Per Week</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**ATTENTION**

NOTE to EN: As a convenience, you may attach a completed 18-Month Prior Earnings Worksheet (available at http://www.yourtickettowork.com/training_2) or just use it for your own information.

4. **Terms and Conditions Related to the Provision of Services**

(If there are no terms and conditions, then that must be stated)
CONSUMER RIGHTS & REMEDIES (Insert EN name in the blanks below, unless otherwise stated)

As a consumer of ________________ you have the following rights:

1) ________________ may not request or accept any compensation from you for the costs of services and supports we provide you.

2) This IWP may be amended by you or ________________ if both parties agree.

3) ________________ may end this relationship if no longer able or willing to provide services as planned.

4) You may unassign your Ticket at any time if you are dissatisfied with the services and supports being provided by ________________.

5) If you and ________________ are unable to resolve any disputes about the services and supports being provided, the internal dispute resolution process will be available to you. You may also contact the State Protection and Advocacy Program for assistance.

6) ________________ has informed you the beneficiary of the annual progress reviews and the Timely Progress Review guidelines.

7) Your personal information including your Social Security number and information about your disability will be kept private and confidential.

8) Only qualified employees and/or providers will be used to furnish services.

9) If any medical or related health services are provided, they will be provided under the supervision of persons licensed to prescribe or supervise the provision of these services in the State in which the services are performed.

10) A copy of this IWP will be provided to you in an accessible format.

Form SSA-1370 (XX-XXXX)
I declare under penalty of perjury that I have examined all the information on the form and any accompanying statements or forms, and it is true and correct to the best of my knowledge.

By signing below, I agree to the terms of this IWP and give my permission to _________________ to contact employers on my behalf to verify or obtain evidence of work or earnings.

Beneficiary's Signature: __________________________

EN Representative's Signature: __________________________

Date: ____________

Date: ____________
Privacy Act Statement
Collection and Use of Personal Information

Section 1148, of the Social Security Act, as amended, authorizes us to collect this information. The information is needed to permit the Social Security Administration (SSA) to document the requirements towards achieving your employment goal under the Ticket to Work Program. The information you furnish on this form is voluntary. However, failure to provide all or part of the information requested on this form will prevent you from pursuing your employment goal under the Ticket to Work program.

We rarely use the information you supply for any purpose other than documenting the requirements towards achieving your employment goal under the Ticket to Work program. However, we may use it for the administration and integrity of Social Security programs. We may also disclose information to another person or to another agency in accordance with approved routine uses, which include but are not limited to: (1) to enable a third party or an agency to assist Social Security in establishing rights to Social Security benefits and/or coverage; (2) to comply with Federal laws requiring the release of information from Social Security records (e.g., to the Government Accountability Office and Department of Veteran Affairs); (3) to make determinations for eligibility in similar health and income maintenance programs at the Federal, State, and local level; (4) to State agencies or Employment Networks having an approved business arrangement with SSA to perform vocational rehabilitation services for disability beneficiaries and recipients; and (5) to facilitate statistical research, audit or investigative activities necessary to assure the integrity of Social Security programs.

We may also use the information you provide in computer matching programs. Matching programs compare our records with records kept by other Federal, state or local government agencies. Information from these matching programs can be used to establish or verify a person’s eligibility for Federally funded and administered benefit programs and for repayment of payments or delinquent debts under these programs.

A complete list of routine uses for this information is available in Systems of Record Notices 60-0295 and 60-0300. The notices, additional information regarding this form, and information regarding our programs and systems, are available on-line at www.socialsecurity.gov or at your local Social Security office.

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget control number. We estimate that it will take about XX minutes to read the instructions, gather the facts, and answer the questions. SEND THE COMPLETED FORM TO MAXIMUS TICKET TO WORK, PO BOX 1433, ALEXANDRIA, VA 22313, OR FAX TO 703-683-3289. You may send comments on our time estimate above to: SSA, 6401 Security Blvd, Baltimore, MD 21236-6401. Send only comments relating to our time estimate to this address, not the completed form.
### 18 Month Prior Earnings Look-Back Worksheet

<table>
<thead>
<tr>
<th>EN Name:</th>
<th>Beneficiary's Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>EIN:</td>
<td>SSN:</td>
</tr>
</tbody>
</table>

#### Milestone 4

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Eligible?</th>
<th>TWL Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1, MS 2</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Phase 1, MS 3</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

**IWP signature date**

**Place x’s in this row**

- Enter ticket assignment date in red box below.
- Enter an x below each month with earnings above the Trial Work Level (TWL) amount for that year.

**Trial Work Level (TWL) amounts**
Unassigning a Ticket

• Since the program is voluntary, the beneficiary, EN, or VR may unassign the Ticket at any time

• To unassign a Ticket, the beneficiary, EN, or VR must send an unassignment request letter to MAXIMUS
Referrals

- Network with local organizations

- Beneficiaries receive EN referrals from MAXIMUS & www.yourtickettowork.com

- To market your services, consider requesting a beneficiary referral CD
Intake

- Designated phone line/voicemail
- Knowledgeable & available staff members
- Host weekly/monthly Ticket Holder orientations (invite WIPA)
Payment Request Options

• Evidentiary Payment Request
  – Monthly or quarterly submission of Evidentiary Payment Request (EPR) including primary evidence of earnings

• Certification Payment Request
  – When primary evidence of earnings is not readily available, the EN may submit a Certification Payment Request (CPR) using secondary evidence of earnings information and a signed repayment agreement
I. Employment Network Information

1. EN Organization Name:

2. EIN Number (Tax ID Number):

http://www.yourtickettowork.com/selftraining/ENPaymentRequestForm102109.doc
3. Is the financial institution and bank account information provided to the Ticket to Work Operations Support Manager on the Automated Clearinghouse Payment Enrollment Form (ACH Form) current?

Yes ___ No ___

(if No, please contact MAXIMUS @ 1-866-949-3687 before submitting this request)

Incorrect or outdated information may delay or prevent payment issuance to your Employment Network.
II. Ticket Holder Information
4. Ticket Holder's Name:
5. Ticket Number/Social Security Number:
6. Name of Ticket Holder's Employer:
7. Employer's Address (if available):
8. Payment Method for this Ticket Assignment
   A. Outcome Payment Method
   B. Milestone-Outcome Payment Method
III. Phase 1 Milestone 1 Earnings Info

Please choose one of the following options by placing an “X” next to your selection:

___ A. The beneficiary achieved TWL level earnings during the calendar claim month.

___ B. The beneficiary achieved less than TWL earnings because he/she will achieve TWL earnings within the next 2 months.

___ C. The beneficiary achieved less than TWL earnings and is not expected to achieve TWL earnings within the next 2 months.
IV. Payment Request Details

9. Payment Request Type
   _____ A. Evidentiary Payment Request – *(Complete Section IV)*
   _____ B. Certification Payment Request – *(Complete Sections V and VI)*

10. Claim month (s) and year (s) for this payment request:
V.  **Evidentiary Earnings Information**

11. Type of earnings documentation submitted: (these items must be included with this form)

___ Pay slips

___ Employer prepared and signed employee earnings statement

___ Records from Third Party Source containing monthly wage information

___ The Work Number  ____ Other
VI. Certification Payment Request Details

12. Type of Certification Information (Choose one):

____ Recent contact with beneficiary/employer (please circle “beneficiary” or “employer”)
____ Attached Earnings Inquiry Request (EIR) response received from MAXIMUS
____ Attached information containing data from the National Directory of New Hires (NDNH)
____ Attached Self Employment Income (SEI) Form (if beneficiary is self-employed)
VII. Certification Payment Request Details

13. Recent Contact Details (complete only if you selected “recent contact” on item 12):

Type of contact (phone call, email, etc):
__________________________________________________________

Date of contact: ____________________________

Description of information you learned from contact regarding level of earnings:
VIII. Repayment Agreement

(signature required):

By signing below, you as the EN agree to repay any payments received (or allow the amount to be deducted from future payments) if it is determined at a later date that you were not entitled to payment.

__________________________________________
_________________________
Signature Date
IX. Contact Information for the Employment Network Representative Submitting this Request

Print Name: _______________________
Phone Number: ____________________
FAX: ____________________________
Email: ___________________________
Pursuing Foundation Grants for EN Seed Funding

Jeanne Argoff, Ph.D.
Vice President
Daniels & Associates
What Are Foundations?

• Grantmaking foundations support specific causes and programs
• Most have endowments
• 2008 statistics
  – Over 75,000 foundations
  – Over $45.6 billion in grants
• Vary enormously in assets and staff
• Essential to know the type of foundation, the issues it supports, and typical grant size

Source: Foundation Growth and Giving Estimates, 2009
Types of Grantmaking Foundations

- **Community & other public foundations**
  - Community foundations represent 1% of all foundations
  - Community foundations give more to disability issues than other types: 3.9% of dollars and 5.5% of grants

- **Family & other independent foundations**
  - 89% of all foundations
  - 2.6% of dollars and 5.4% of grants to disability

- **Corporate foundations and giving programs**
  - 4% of all foundations
  - 2.9% of dollars and 5.2% of grants to disability (corporate foundations)

2007 figures
Summary of Foundation Funding of Interest to ENs (2006/7 figures)

• Disability programs
  – The Foundation Center tracked grants totaling $579 million for people with disabilities in 2007
  – Almost 45% of that to health: $273.5 million
    ➢ Employment: 23.5 million

• Employment programs (disabled & nondisabled)
  – $133.7 million
  – employment a growing area of funding in the foundation world

• Health programs
  – $4.9 billion
  – Social Determinants of Health (including employment) a growing area of interest to progressive healthcare funders

Figures represent approximately half of all US foundation giving
Council on Foundations Survey Report

• The bad news
  – Foundation endowments fell precipitously in 2008. Not unexpectedly, a majority of foundations (62 percent) reported they will reduce their grantmaking in 2009.

• The good news
  – 92% of foundations will aid families, provide human services, assist low-income populations, or support economic development.
  – A majority are supporting basic skills education or job-readiness skills training, 42% are supporting job training and employment assistance, and 27% are supporting occupational skills training.
  – 31% said they are increasing their support for basic needs (food, emergency shelter, utility payments, and employment).
1. Think “Relationships”

2. Do Your Homework

3. Look Locally First

4. Understand the Funder’s Needs
Eight Steps to Successful Grantseeking (cont…)

5. Talk Before Writing

6. Simplify and Clarify Your Messages

7. Write the Proposal to Suit the Requirements of Each Foundation

8. Don’t Give Up!
How to be a Successful Foundation Grantseeker

Remember that:

• Each foundation is unique
• It’s essential to target each proposal to one specific foundation
  – Be responsive to all foundation instructions
• “One size fits all” approach doesn’t work
ENs and Foundation Funding

• EN elements that appeal to foundations
  – Meeting real needs
  – Visibility
  – Small investment, big return
  – Sustainability
  – Systems change
  – Influx of Federal money into communities
  – Employment programs can qualify as “serving basic needs”
• Mentioning these “value added” factors strengthens your submission.
• Family, community, and corporate foundations are particularly interested in programs that improve the lives of individuals within their communities.
• Many corporate foundations especially interested in employment issues.
• Family and community foundations may have particular funds set aside for people with disabilities.
• 65% to 80% of proposals disqualified because they don’t match funders interests.
Researching Foundations

• **Online Funder and Grants Databases**
  - Foundation Directory Online (FC)  
  - GrantStation  
  - Guidestar  
    [http://www.guidestar.org](http://www.guidestar.org)
  - FoundationSearch  
  - GrantsDirect.com  

• **Digital Grant Guides**
  - Grants for People with Disabilities (2009, FC)
  - Grants for Employment (FC)
  - Both at  
    [http://www.foundationcenter.org/marketplace](http://www.foundationcenter.org/marketplace)
Training in future webinars to cover

- Where to go to get the best grant research information
- How to research potential funders by:
  - Geography, type of support (program, general operating funds, etc), subject area, key words
- What type of information to collect and when
  - For example: giving patterns, typical grant size, limitations and exclusions, application guidelines
- The differences and similarities of foundation and corporate funding research and resources
Training in future webinars to cover

• How to write letters of intent and proposals that meet foundation guidelines and expectations
• How and when to use “common grant applications” accepted by many foundations
• How to modify EN letter of intent and proposal formats on CESSI website to suit the requirements of any foundation or corporate funding program (mini-site to launch by end of November)
A Guide to Proposal Writing for ENs

Daniels & Associates, Subcontract to CESSI/PMRO
For Use with Permission Only

As an Employment Network (EN) eligible for federal payments through the outcome or milestone payment options, you may not have thought about using foundation funding as seed money or supplemental support for your program. Even though the "new" Ticket to Work pays more money more rapidly than the "old" Ticket, ENs still must cover upfront costs before receiving payments from the Social Security Administration (SSA). You may start off providing services to ten or more beneficiaries, only one of whom may obtain employment. This means that it might take 6 or more months before you begin generating revenue. A foundation grant may be just what you need to establish your EN.

Providing jobs for people with employment challenges is an ideal topic for some foundations, particularly at the local level.

Although many foundations have had to reduce their overall giving because their endowments, comprised of investment income, have been reduced, there is good news for ENs in the current economic climate. Many foundations are...
Grantseeking Webinars Are for You if:

- You want to obtain seed funding for your EN or additional support for EN operations
- Your EN is a nonprofit organization or public agency or you are partnering with a nonprofit that can accept foundation grant money
- You can wait six to nine months to get a grant
- You have a well-developed employment program and/or a track record of providing placement services to people with disabilities
Contact Information

• For more information regarding foundation grants please contact:
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    Daniels & Associates
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    703-560-1151 (fax)
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