5.2 Describe the methods of referral between local workforce development partners and the consortium, addressing both how the consortium refers learners to workforce development partners, and how workforce development partners refer clients to the consortium. Include how the consortium promotes concurrent enrollment in Title I programs (Adult, Youth and Dislocated Worker) and Title III programs (Wagner-Peyser).

- Burnsville ABE is the only ABE consortium in our area that does CASAS Testing for workforce center clients in our area. We estimated the cost to our program to be about $12,000 annually. When the Burnsville CareerForce needs a CASAS test score from its clients, to qualify for general training or Dislocated Worker Funding, they send all of their clients to our school. Our administrative assistant and ABE Coordinator proctors and scores the test then shares the score with Burnsville CareerForce. There are five ABE consortiums located within this local workforce area, but we are the only program that administers testing for Burnsville CareerForce. After they finish their test, we often receive questions about our classes and sometimes the clients also register to become students with us.

- Burnsville CareerForce, West St. Paul and Shakopee CareerForce Centers are located in Dakota-Scott WDA 14, and Burnsville ABE works most closely with Burnsville CareerForce. Our current MOU outlines how the CareerForce Centers and partners, including our ABE program and other ABE programs in the region, work together. Our program (Coordinator and teachers) share and promote CareerForce Center classes, workshops, events, and career fairs to ABE learners in our in-person, online, and hyflex classes.

- The Burnsville CareerForce refers clients to our program if their scores aren't high enough to qualify for training with CareerForce. We have had students referred to us to get help with literacy, ESL, and basic computer skills.

- The Burnsville ABE Coordinator has connected with several Burnsville CareerForce counselors to get information about the Dislocated Worker Program and the General Education and Training Program so that we can easily screen ABE students who would qualify or are interested in these options. If we think that students would likely benefit and qualify, we connect them to a Burnsville CareerForce Counselor.

- Burnsville ABE uses the WIOA Screening form given to us by the Burnsville CareerForce to screen students who are wondering if they qualify for the Dislocated Worker Program or General Education Training Program. We then send the screening form and refer the student to a CareerForce counselor.

- We are also in contact with Leann Finger from the MN Department of Employment and Economic Development (DEED). We send her our current class schedules and she sends us referrals when she has clients that need basic computer skills or English skills.

- The Coordinator has also participated in multiple information sessions with CareerForce Center to learn more about the opportunities CareerForce provides and the qualifications required.