

# Youth Build

# Austin, Calvin

Jan - Aug 2011

#2

YBM

IDP

Services

Performance

Case Notes

2. Austin, Calvin

WIA Older Youth-Cheryl enrolled in WIA and had not exited even though he is now 23  
IEP in File

Was in HUD funded YB not counted under DOL

Attained NCCER prior to registration in DOL YB/can not use as a certificate outcome

BSD Math 478 needs increase scale score 506 or higher BSD Reading 559 needs scale score 567 or higher

Domestic Violence, MIP, Driving w/out license 14 over mph 2006-07 Jackson

**Recidivism Measure** MIS entry 1-31-12

**Literacy/Numeracy Measure**

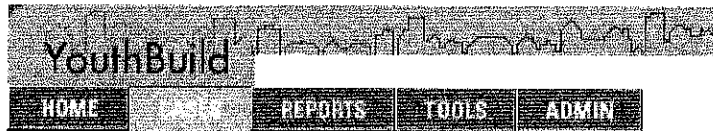
**Certificate Measure**

**Placement in Education or Employment 1st qrt after exit**

Contact Cheryl/Sue for ongoing updates

10/18 per Sue – he is living in Jackson with Steve Howes – but spends most of his time in Lansing with a new girlfriend

11/2/11 Per Cheryl – still nothing positive happening – not returning calls



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**Grantee:** NORTHWEST MICHIGAN COUNCI...  
**Grant No:** YB-19248-09-60-A-26  
**Class:** 09  
**Contact:** Lisa Anderson (231) 922-6507  
**Email:** [lmAnderson@tbaisd.k12.mi.us](mailto:lmAnderson@tbaisd.k12.mi.us)

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## SERVICES

**Calvin Austin** ([Edit](#))  
**Participant ID:** YB20109  
**Cohort:** October 2010  
**Team:** Manistee/Benzie 2

**Participant Alerts - 0 total**  
 **No current alerts** ([add new](#))

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Delete	Category	Service	Date Started Service	Date Ended	Completed	Service Description
X	<a href="#">Community Involvement Activities</a>	Leadership Development	04/12/2011	09/30/2011	Yes	Attend the Opportuni... <a href="#">[more]</a>
X	<a href="#">Community Involvement Activities</a>	Community Service	07/01/2011	09/30/2011	No	Thursday 1-4pm Civic... <a href="#">[more]</a>
X	<a href="#">Community Involvement Activities</a>	Community Service	04/01/2011	09/30/2011	No	Thursday 1-4pm Civic... <a href="#">[more]</a>
X	<a href="#">Community Involvement Activities</a>	Other Community Involvement Activities	07/01/2011	09/30/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Education or Job Training Activities</a>	Math/Reading Remediation	01/31/2011	09/30/2011	No	Work with Instructor... <a href="#">[more]</a>
X	<a href="#">Education or Job Training Activities</a>	GED Preparation	01/31/2011	09/30/2011	No	Prepare for 5 Sectio... <a href="#">[more]</a>
X	<a href="#">Health Services</a>	Mental health treatment	06/02/2011	09/30/2011	No	Attend weekly course... <a href="#">[more]</a>
X	<a href="#">Health Services</a>	Mental health treatment	07/01/2011	09/30/2011	No	Attend weekly course... <a href="#">[more]</a>
X	<a href="#">Post-Secondary Exploration and Planning Activities</a>	Post-Secondary Exploration and Planning Activities	07/01/2011	09/30/2011	No	Begin exploring coll... <a href="#">[more]</a>
X	<a href="#">Post-Secondary Exploration and Planning Activities</a>	Post-Secondary Exploration and Planning Activities	04/01/2011	09/30/2011	No	Begin exploring coll... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Workforce Information Services	07/01/2011	09/30/2011	No	Coordinate all servi... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Workforce Information Services	01/31/2011	09/30/2011	No	Coordinate all servi... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Work Readiness Training	07/01/2011	09/30/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Work Readiness Training	02/11/2011	09/30/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Other Workforce Preparation Activities	06/13/2011	09/30/2011	Yes	Manistee Community K... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Other Workforce Preparation Activities	07/01/2011	09/30/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation</a>	Other Workforce Preparation	04/01/2011	09/30/2011	No	Complete

[Activities](#)

Activities

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**Status:**

Summary | Assessments & IDP | Services | Outcomes | Notes | Exit

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### Individual Development Plan (IDP)

[Add New IDP Goal](#)

#### Education Goal

Delete	IDP Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Complete requirements for obtaining GED</a>	08/31/2011	

#### IDP Strategy

[Add New Strategy](#)

Delete	Step Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Receive one-on-one tutoring for math &amp; w...</a>	08/26/2011	
<input checked="" type="checkbox"/>	<a href="#">Pass Math Section of GED test</a>	08/31/2011	
<input checked="" type="checkbox"/>	<a href="#">Pass Writing Section of GED test</a>	08/31/2011	

Delete	IDP Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Increase Math scale score to 506 or higher...</a>	08/31/2011	

#### IDP Strategy

[Add New Strategy](#)

Delete	Step Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Attend daily classes and work with tutor...</a>	07/15/2011	

Delete	IDP Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Increase Reading scale score to 567 or higher. Scored 578 +...</a>	08/31/2011	06/27/2011

#### IDP Strategy

[Add New Strategy](#)

Delete	Step Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Attend daily classes and work with tutor...</a>	07/15/2011	06/27/2011

Delete	IDP Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Research Career Interests</a>	06/30/2011	

#### IDP Strategy

[Add New Strategy](#)

Delete	Step Description	Date To Be Attained	Date Actual Attained
<input checked="" type="checkbox"/>	<a href="#">Complete O'Net Career Exploration</a>	06/30/2011	
<input checked="" type="checkbox"/>	<a href="#">Set up Job Shadow with a Cosmetologist</a>	07/30/2011	
<input checked="" type="checkbox"/>	<a href="#">Set up tour at Cosmetology school in bot...</a>	07/30/2011	

<b>Employment/Career Goal</b>			
<b>Delete</b>	<b>IDP Description</b>	<b>Date To Be Attained</b>	<b>Date Actual Attained</b>
X	<u>Receive First Aid and CPR Certification</u>	02/24/2011	02/24/2011
<b>IDP Strategy</b>			<a href="#">Add New Strategy</a>
<b>Delete</b>	<b>Step Description</b>	<b>Date To Be Attained</b>	<b>Date Actual Attained</b>
X	<u>Attend classes &amp; pass test to receive ce...</u>	02/24/2011	02/24/2011
<b>Delete</b>	<b>IDP Description</b>	<b>Date To Be Attained</b>	<b>Date Actual Attained</b>
X	<u>Attend weekly Anger Management counseling sessions with Ken...</u>	08/26/2011	
<b>IDP Strategy</b>			<a href="#">Add New Strategy</a>
<b>Delete</b>	<b>Step Description</b>	<b>Date To Be Attained</b>	<b>Date Actual Attained</b>
X	<u>Week One: Introductions to the Anger Man...</u>	06/02/2011	06/02/2011
X	<u>Week Two: Begin examining anger &amp; its i...</u>	06/09/2011	06/09/2011
X	<u>Week Three: Begin examining personal an...</u>	06/16/2011	06/16/2011
X	<u>Week Four: Continue Investigating Anger...</u>	06/23/2011	06/23/2011
<b>Other Participant Goal</b>			
<b>Delete</b>	<b>IDP Description</b>	<b>Date To Be Attained</b>	<b>Date Actual Attained</b>
X	<u>Participate In Civic Service Program</u>	08/31/2011	
<b>IDP Strategy</b>			<a href="#">Add New Strategy</a>
<b>Delete</b>	<b>Step Description</b>	<b>Date To Be Attained</b>	<b>Date Actual Attained</b>
X	<u>Attend Grow Benzie every Thursday from 1...</u>	08/31/2011	



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# Services

**Participant:** Calvin Austin

**Service Code:** Leadership Development

**Service Description:** Attend the Opportunity Conference with Dr. Donna Beagle. Invites people in poverty to learn "secrets of success" 1.How to Build Confidence 2.Making positive changes 3.Network Support 4.Connect Naviga

**Recurring Service:** No

**Date Started Service:** 04/12/2011

**Expected Completion Date:** 04/12/2011

**Date Ended:** 04/12/2011

**Completed:** Yes

**Service Code:** Community Service

**Service Description:** Thursday 1-4pm Civic Service at various comm sites: 1. Grow Benzie 2. Ramsdell Theatre 3. Trinity Lutheran School 4. Wellston Community Center 5. Homward Bound Animal Shelter

**Recurring Service:** No

**Date Started Service:** 07/01/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Community Service

**Service Description:** Thursday 1-4pm Civic Service at various comm sites: 1. Grow Benzie 2. Ramsdell Theatre 3. Trinity Lutheran School 4. Wellston Community Center 5. Homward Bound Animal Shelter

**Recurring Service:** No

**Date Started Service:** 04/01/2011

**Expected Completion Date:** 08/31/2011

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Other Community Involvement Activities

**Service Description:** Complete Employability Skills Training Workshops and Classes. Coordinated with MI Works! staff & community members and organizations.

**Recurring Service:** No

**Date Started Service:** 07/01/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Math/Reading Remediation

**Service Description:** Work with Instructor to raise basic skill levels in math and or reading.

**Recurring Service:** Yes

**Date Started Service:** 01/31/2011

**Expected Completion Date:** 08/31/2011

**Date Ended:** 09/30/2011

**Completed:** N/A

**Service Code:** GED Preparation

**Service Description:** Prepare for 5 Sections of GED test

**Recurring Service:** Yes

**Date Started Service:** 01/31/2011

**Expected Completion Date:** 08/30/2011

**Date Ended:** 09/30/2011

**Completed:** N/A

**Service Code:** Mental health treatment

**Service Description:** Attend weekly counseling sessions focusing on Anger Management

**Recurring Service:** No

**Date Started Service:** 06/02/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Mental health treatment

**Service Description:** Attend weekly counseling sessions focusing on Anger Management

**Recurring Service:** No

**Date Started Service:** 07/01/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Post-Secondary Exploration and Planning Activities

**Service Description:** Begin exploring colleges & various training programs. Participate in tours. Coordinate FASFA paperwork with WIA youth advisor for possible assistance & Classroom Training Contract

**Recurring Service:** No

**Date Started Service:** 07/01/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Post-Secondary Exploration and Planning Activities

**Service Description:** Begin exploring colleges & various training programs. Participate in tours. Coordinate FASFA paperwork with WIA youth advisor for possible assistance & Classroom Training Contract

**Recurring Service:** No

**Date Started Service:** 04/01/2011

**Expected Completion Date:** 08/31/2011

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Workforce Information Services

**Service Description:** Coordinate all services/activities with WIA Michigan Works! Youth Program Advisor.

**Recurring Service:** No

**Date Started Service:** 07/01/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Workforce Information Services

**Service Description:** Coordinate all services/activities with WIA Michigan Works! Youth Program Advisor.

**Recurring Service:** No

**Date Started Service:** 01/31/2011

**Expected Completion Date:** 08/31/2011

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Work Readiness Training

**Service Description:** Complete Employability Skills Training Workshops and Classes. Coordinated with Michigan Works! staff & community members and organizations.

**Recurring Service:** No

**Date Started Service:** 07/01/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Work Readiness Training

**Service Description:** Complete Employability Skills Training Workshops and Classes. Coordinated with Michigan Works! staff & community members and organizations.

**Recurring Service:** No

**Date Started Service:** 02/11/2011

**Expected Completion Date:** 08/31/2011

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Other Workforce Preparation Activities

**Service Description:** Manistee Community Kitchen Job Training Program. Cooking Matters for Adults - 20 hours.

**Recurring Service:** No

**Date Started Service:** 06/13/2011

**Expected Completion Date:** 07/25/2011

**Date Ended:** 07/25/2011

**Completed:** Yes

**Service Code:** Other Workforce Preparation Activities

**Service Description:** Complete Employability Skills Training Workshops and Classes. Coordinated with MI Works! staff & community members and organizations.

**Recurring Service:** No

**Date Started Service:** 07/01/2011

**Expected Completion Date:**

**Date Ended:** 11/02/2011

**Completed:** N/A

**Service Code:** Other Workforce Preparation Activities

**Service Description:** Complete Employability Skills Training Workshops and Classes. Coordinated with MI Works! staff & community members and organizations.

**Recurring Service:** No

**Date Started Service:** 04/01/2011

**Expected Completion Date:** 08/31/2011

**Date Ended:** 11/02/2011

**Completed:** N/A

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**IDP**

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**Class:** 09  
**Contact:** Lisa Anderson (231) 922-6507  
**Email:** lmanderson@tbalsd.k12.mi.us

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**Calvin Austin** (Edit)  
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**Individual Development Plan (IDP)**

[Add New IDP Goal](#)

**Education Goal**

Delete	IDP Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Complete requirements for obtaining GED</a>	08/31/2011	

**IDP Strategy**

[Add New Strategy](#)

Delete	Step Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Receive one-on-one tutoring for math &amp; w...</a>	08/26/2011	
X	<a href="#">Pass Math Section of GED test</a>	08/31/2011	
X	<a href="#">Pass Writing Section of GED test</a>	08/31/2011	

Delete	IDP Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Increase Math scale score to 506 or higher...</a>	08/31/2011	

**IDP Strategy**

[Add New Strategy](#)

Delete	Step Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Attend daily classes and work with tutor...</a>	07/15/2011	

Delete	IDP Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Increase Reading scale score to 567 or higher. Scored 578 +...</a>	08/31/2011	06/27/2011

**IDP Strategy**

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Delete	Step Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Attend daily classes and work with tutor...</a>	07/15/2011	06/27/2011

Delete	IDP Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Research Career Interests</a>	06/30/2011	

**IDP Strategy**


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Delete	Step Description	Date To Be Attained	Date Actual Attained
X	<a href="#">Complete O'Net Career Exploration</a>	06/30/2011	
X	<a href="#">Set up Job Shadow with a Cosmetologist</a>	07/30/2011	
X	<a href="#">Set up tour at Cosmetology school in bot...</a>	07/30/2011	

### Employment/Career Goal

<b>Delete</b> <b>X</b>	<b>IDP Description</b> <u>Receive First Aid and CPR Certification</u>	<b>Date To Be Attained</b> 02/24/2011	<b>Date Actual Attained</b> 02/24/2011
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**IDP Strategy**

 [Add New Strategy](#)

<b>Delete</b> <b>X</b>	<b>Step Description</b> <u>Attend classes &amp; pass test to receive ce...</u>	<b>Date To Be Attained</b> 02/24/2011	<b>Date Actual Attained</b> 02/24/2011
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<b>Delete</b> <b>X</b>	<b>IDP Description</b> <u>Attend weekly Anger Management counseling sessions with Ken ...</u>	<b>Date To Be Attained</b> 08/26/2011	<b>Date Actual Attained</b>
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**IDP Strategy**


 [Add New Strategy](#)

<b>Delete</b> <b>X</b>	<b>Step Description</b> <u>Week One: Introductions to the Anger Man...</u>	<b>Date To Be Attained</b> 06/02/2011	<b>Date Actual Attained</b> 06/02/2011
<b>X</b>	<u>Week Two: Begin examining anger &amp; its i...</u>	06/09/2011	06/09/2011
<b>X</b>	<u>Week Three: Begin examining personal an...</u>	06/16/2011	06/16/2011
<b>X</b>	<u>Week Four: Continue Investigating Anger...</u>	06/23/2011	06/23/2011

### Other Participant Goal

<b>Delete</b> <b>X</b>	<b>IDP Description</b> <u>Participate In Civic Service Program</u>	<b>Date To Be Attained</b> 08/31/2011	<b>Date Actual Attained</b>
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**IDP Strategy**

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<b>Delete</b> <b>X</b>	<b>Step Description</b> <u>Attend Grow Benzie every Thursday from 1...</u>	<b>Date To Be Attained</b> 08/31/2011	<b>Date Actual Attained</b>
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# Individual Development Plan (IDP)

**Participant:** Calvin Austin

**Education Goal**

**IDP Description:** Complete requirements for obtaining GED

**Date To Be Attained:** 08/31/2011

**IDP Strategy**

Step Description	Date To Be Attained	Date Actual Attained	Completed
Receive one-on-one tutoring for math & writing	08/26/2011		<input type="checkbox"/>
Pass Math Section of GED test	08/31/2011		<input type="checkbox"/>
Pass Writing Section of GED test	08/31/2011		<input type="checkbox"/>

**IDP Description:** Increase Math scale score to 506 or higher

**Date To Be Attained:** 08/31/2011

**IDP Strategy**

Step Description	Date To Be Attained	Date Actual Attained	Completed
Attend daily classes and work with tutors to help increase Post TABE Test in math. Must increase EFL to 506 or higher	07/15/2011		<input type="checkbox"/>

**IDP Description:** Increase Reading scale score to 567 or higher. Scored 578 + gain increase 1 EFL

**Date To Be Attained:** 08/31/2011

**IDP Strategy**

Step Description	Date To Be Attained	Date Actual Attained	Completed
Attend daily classes and work with tutors to help increase Post TABE Test in reading. Must increase EFL to 567 or higher. TABE post test 578 + Gain - increased 1 EFL	07/15/2011	06/27/2011	<input type="checkbox"/>

**IDP Description:** Research Career interests

**Date To Be Attained:** 06/30/2011

**IDP Strategy**

Step Description	Date To Be Attained	Date Actual Attained	Completed
Complete O'Net Career Exploration	06/30/2011		<input type="checkbox"/>
Set up Job Shadow with a Cosmetologist	07/30/2011		<input type="checkbox"/>
Set up tour at Cosmetology school in both Cadillac and Traverse City	07/30/2011		<input type="checkbox"/>

**Employment/Career Goal**

**IDP Description:** Receive First Aid and CPR Certification

**Date To Be Attained:** 02/24/2011

**IDP Strategy**

Step Description	Date To Be Attained	Date Actual Attained	Completed
Attend classes & pass test to receive certification	02/24/2011	02/24/2011	<input type="checkbox"/>

**IDP Description:** Attend weekly Anger Management counseling sessions with Ken Roehling

**Date To Be Attained:** 08/26/2011

**IDP Strategy**

Step Description	Date To Be Attained	Date Actual Attained	Completed
Week One: Introductions to the Anger Management group & establishing group rules	06/02/2011	06/02/2011	<input type="checkbox"/>
Week Two: Begin examining anger & its impact	06/09/2011	06/09/2011	<input type="checkbox"/>
Week Three: Begin examining personal anger and its impact	06/16/2011	06/16/2011	<input type="checkbox"/>



Week Four: Continue investigating Anger  
Control Plans

06/23/2011

06/23/2011



**Other Participant Goal**

**IDP Description:** Participate in Civic Service Program

**Date To Be Attained:** 08/31/2011

**IDP Strategy**

Step Description	Date To Be Attained	Date Actual Attained	Completed
Attend Grow Benzie every Thursday from 1-4pm	08/31/2011		<input type="checkbox"/>



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X	<a href="#">Community Involvement Activities</a>	Community Service	04/01/2011	11/02/2011	No	Thursday 1-4pm Civic... <a href="#">[more]</a>
X	<a href="#">Community Involvement Activities</a>	Other Community Involvement Activities	07/01/2011	11/02/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Education or Job Training Activities</a>	Math/Reading Remediation	01/31/2011	09/30/2011	No	Work with Instructor... <a href="#">[more]</a>
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X	<a href="#">Post-Secondary Exploration and Planning Activities</a>	Post-Secondary Exploration and Planning Activities	04/01/2011	11/02/2011	No	Begin exploring coll... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Workforce Information Services	07/01/2011	11/02/2011	No	Coordinate all servi... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Workforce Information Services	01/31/2011	11/02/2011	No	Coordinate all servi... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Work Readiness Training	07/01/2011	11/02/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Work Readiness Training	02/11/2011	11/02/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Other Workforce Preparation Activities	06/13/2011	07/25/2011	Yes	Manistee Community K... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation Activities</a>	Other Workforce Preparation Activities	07/01/2011	11/02/2011	No	Complete Employabili... <a href="#">[more]</a>
X	<a href="#">Workforce Preparation</a>	Other Workforce Preparation	04/01/2011	11/02/2011	No	Complete

[Activities](#)      [Activites](#)      [Employabili...\[more\]](#)



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**Lisa Anderson**  
YouthBuild Manager

Briny Building  
50 Filer Street  
Manistee, MI 49660

**Susan Oseland**  
Leadership / Site Coordinator

Phone: 231-887-4448  
Fax: 231-887-4181

**William Ford**  
Building Trades Coordinator

January 28, 2011

Dear Calvin Austin

**Congratulations!** You have successfully completed the Mental Toughness Training Session. Based on your attendance, attitude, teamwork skills and leadership, the YouthBuild Manistee/Benzie staff would like to invite you to become a member of the YouthBuild team!

If you accept, you are committing to 30 weeks of working from 9:00a.m. –5:00p.m., Monday through Friday. You are promising to work hard as a positive team member in class, on the jobsite and in civic service projects. You are taking responsibility to make things go right for yourself, your family, the program and the community. As an ambassador for the YouthBuild Manistee/Benzie program you will have a tremendous impact on the future of the YouthBuild program and the Manistee and Benzie communities.

For our part, the YouthBuild staff promises to escort you through the 30 week program offering guidance and encouragement. Whether it's tutoring in math, teaching construction skills or locating resources to help with individual concerns like substance abuse, housing, transportation, etc., we will support you in your attempt to open new doors for your future.

This journey will not be easy! There are and will be roadblocks and obstacles. We will help you set goals and make plans for overcoming challenges. With the encouragement and support of your YouthBuild family, we are confident you will make steady progress in making significant, positive changes in your life.

The program begins **Monday, January 31, 2011 at 9:00a.m. sharp!** We look forward to seeing you here!

Welcome to YouthBuild Manistee/Benzie!

I Accept: Calvin Austin  
1/28/11

Sincerely,

Sue Oseland

William Ford

Kim Gribi

Cheryl Wolfram

Jan Heverly

Tim Wright

Kimberly Evans



# YouthBuild Program Participant Handbook Acknowledgment

By signing below, I acknowledge that:

1. I have received a copy of the **YouthBuild Program Participant Handbook**.
2. I was presented with all the information in the handbook and had the opportunity to ask questions concerning its content.
3. If I have future questions regarding any of this information, I will contact a YouthBuild Manistee staff member.
4. I will adhere to all YouthBuild policies and procedures.
5. The policies and procedures contained in this handbook are subject to change.
6. Failure to fulfill these responsibilities could result in early termination of my participation in the YouthBuild Program.
7. My signature on this document indicates my full consent to adhere to the terms, conditions and policies contained in the handbook.

Additionally, I agree that upon completion of my NCCER and GED certifications, I will work independently within the context of the YB program in pursuit of outside employment and/or college, vocational training, or military admission. This will include completion of both career development and post secondary preparatory computer programs, filling out financial aid information, admission applications and scheduling informational interviews OR filling out job applications, preparing for interviews, and making interview arrangements with potential employers.

YB Participant Name: Calvin Austin  
(Please Print)

YB Participant Signature: Calvin Austin

Today's Date: ~~02/03/11~~ 02/03/11

YB Staff Signature and Title: Tim Gril. YB Mgr.