**III. Scope of Work and Technical Assistance**

**Scope of Work:**

Successful teams will:

1. Identify and serve 5-10 students with an IEP and complex needs enrolled in high school who plan to exit in 2021, 2022 or 2023. Review files to ensure that each student has a transition plan in place, and revise/update as necessary.
2. Develop a local Interagency Transition Team that will collaborate to provide the necessary supports for each young adult selected and to direct the employment process. This team will meet on a regular basis to ensure local services provide skill building, training and supports so that these individuals continue to become more informed and empowered when setting their post-secondary goals.
3. Implement a student discovery process if not already determined through current transition assessment/plan that: presumes employability; identifies student skills, interests, preferences, and need for support; and uses a process such as the Positive Personal Profile to guide the identification of work experience and paid work opportunities.
4. Involve families in the process through information, training, and support.
5. Provide or develop paid community-based work experiences for students while in secondary school and for students (two years from exit or sooner) who may need to explore careers of interest.
6. Provide customized supports for students to obtain and maintain individualized competitive employment in an integrated, competitive workplace. For the purpose of this process, integrated transition supports will not include:

* sheltered work,
* prevocational services in segregated settings,
* group supported employment (including enclaves, work crews, etc.)
* Community Rehabilitation Programs (CRPs), or
* business placements (i.e., social enterprise, employer-of-record).

1. Ensure enrollment of participants at the earliest time possible, in post-secondary services, programs, education and/or training that supports continuation of competitive integrated employment.
2. Collect data using the Seamless Transition Fidelity Checklist and report to the State Team on a quarterly basis. (Team progress based on the Fidelity Checklist)

**Technical Assistance:**

The Seamless Transition technical assistance provided will involve four specific phases over 16 months:

Phase One:

Introduction to the model; define framework, roles, and goals; develop a strategic plan for implementation. (Spring 2019)

Phase Two:

Capacity Building and Professional Development Training including Discovery and Customized Employment, Assessment, Job development/coaching, workplace supports and readiness. (May 2019-May 2020)

Phase Three:

Implementation of Model and Ongoing Mentoring Support and field-based TA. (May 2019-May 2020)

Phase Four:

Data Collection and Evaluation (quarterly reports due 6/30/19, 10/1/2019, 1/15/20, 3/30/20 and evaluation by 6/30/2020.)