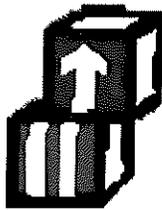


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MAY 16 2014



**Community Development Institute
HEAD START**

Serving Wayne County, MI
PO Box 13620
5555 Conner Street, 3rd Floor South
Detroit, MI 48213
(313) 921-9228 phone * (313) 921-9338 fax

WIA
WORKFORCE PROGRAMS

May 13, 2014

Workforce Development Agency
State of Michigan Workforce Investment Act
Section Victor Office Center 201 N. Washington Square, 5th Floor
Lansing, MI 48913

Re: Notification of Layoff

To Whom It May Concern,

Community Development Institute Head Start (CDI HS) provides interim operation of Head Start programs at the direction of the Office of Head Start.

CDI HS Serving Wayne County, MI was assigned as the short-term interim operator of the Wayne County, MI Head Start and Early Head Start program. CDI HS's interim management of the program allowed for services to Head Start and Early Head Start children and families at a time when the local grantee could no longer operate the program.

During this interim period, a process was put in place by the Office of Head Start to identify a replacement grantee for this service area. CDI HS has been advised that a replacement grantee has been awarded a grant by the Region V Office of the Office of Head Start to provide Head Start and Early Head Start services in the Wayne County, MI area. On August 1, 2014, the administration of the program will be the responsibility of the replacement grantee and no longer the responsibility of CDI HS.

As a result of the expected termination of its interim management services provided by CDI HS, CDI HS plans to lay off 159 employees effective July 31, 2014, or within the fourteen (14) day period beginning on that date. These layoffs will occur at the following locations:

Name	Address
Admin Office & JBN	5555 Conner Ave, Detroit, MI 48213
Bethel East	5715 Holcomb, Detroit, MI 48213
C.A.R.E. Village	11148 Harper, Detroit, MI 48213
Immanuel	13031 Chandler Park Drive, Detroit, MI 48213
Infinity	9200 Gratiot, Detroit, MI 48213
Infinity II	8900 Gratiot, Detroit, MI 48213
Lakewood Manor	14200 Kercheval, Detroit, MI 48215
New Calvary 1 & 2	3975 Concord Drive, Detroit MI 48207
Park Side Village EHS	5000 Conner Ave., Detroit, MI 48213

Salem	21230 Moross, Detroit, MI 48236
St. Vincent de Paul	3000 Gratiot, Detroit, MI 48207

This action is expected to be permanent and the locations associated with the program will no longer be operated by CDI HS. Affected employees and classifications of each employee are included in the attached Exhibit A.

There are no bumping rights for affected employees. This announcement and the above timetable are based on the best information currently available to CDI HS. Various factors outside of CDI HS's control may affect these plans and the timing of employee separations, and you will be informed of any changes as additional information becomes available.

CDI HS will work closely with the replacement grantee so that there will be limited disruption to the services provided to children and families. We will continue to be in communication with you and with staff, as more information is known.

Inquiries regarding the ending of CDI HS's interim management can be directed to Administration for Children and Families Office of Public Affairs at (202) 401-9215.

Sincerely,



Jerome Lee
Site Manager
CDI HS Serving Wayne County, MI