



# DCEO CEJA Workforce Program Orientation

## Manual Session 1: Intro to CEJA & Workforce Programs, Equity and Program Culture



**Illinois**  
**Department of Commerce**  
**& Economic Opportunity**  
JB Pritzker, Governor

June 4, 2024

# CEJA Team & Presenters

## Presenters:

- Michelle Cerutti, CEJA Southern Regional Administrator
- Larry Dawson, CEJA Northern Regional Administrator
- Nate Keener, CEJA Central Regional Administrator

## Support Team

- Valerie Charles, Director of Capacity Building and Training with the Chicago Jobs Council
- Linda Larsen, Climate Jobs Institute
- Diana Fuller, CEJA Division Manager
- CEJA Grant Managers: Char Flickinger, Kristin Wheeler, Karen Lockhart



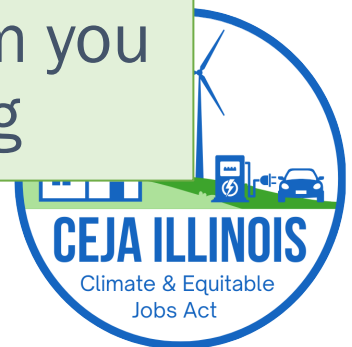
# Zoom Basics

- Mute/unmute
- Stop/start video
- Raise hand
- Chat
- Breakout group



## Chat introductions

- Name, pronouns
- Grantee team
- CEJA program you are delivering



# Who is attending?

- Grantee finalists and staff for three CEJA workforce programs:
  - Clean Jobs Workforce Network Program (CEJA Workforce Hubs)
  - Climate Works Pre-apprenticeship Program (Climate Works)
  - Energy Transition Navigators Program



# Grantee Finalists in Northern Illinois

Hub Region	CEJA Workforce Hubs	Energy Transition Navigator	Climate Works
Chicago South	Chicago Cook Workforce Partnership; Safer Foundation	Chicago Urban League; Community Assistance Program	548 Foundation, Inc.
Chicago West & Southwest	Chicago Cook Workforce Partnership; 548 Foundation	Central States SER Jobs for Progress; North Lawndale Employment Network	
Aurora	College of DuPage	Goodwill Industries of Metropolitan Chicago	
Joliet	Joliet Junior College	TBD	
Waukegan	College of Lake County	Community Works Inc NFP	
Rockford	The Workforce Connection, Inc.	Goodwill Industries of Northern IL	Hire 360

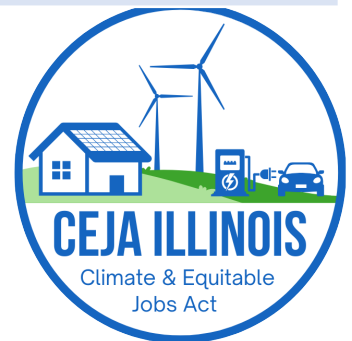
# Grantee Finalists in Central Illinois

Hub Region	CEJA Workforce Hubs	Energy Transition Navigator	Climate Works
Peoria	TBD	Heaven's View Community Development Corp.	Hire360
Champaign	Parkland College	TBD	
Danville	TBD	Vermilion Advantage, NFP	
Decatur	Richland Community College	Community Foundation of Macon County	



# Grantee Finalists in Southern Illinois

Hub Region	CEJA Workforce Hubs	Energy Transition Navigator	Climate Works
East St. Louis	Macedonia Development Corporation	TBD	Hire360
Alton	Lewis & Clark Community College	Senior Services Plus	
Carbondale	TBD	Carbondale Branch NAACP	



# Program Launch Priorities

## Grant Establishment

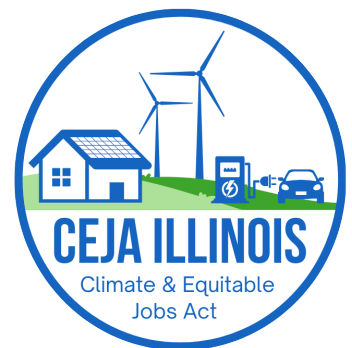
- Review and Sign the Grant
  - Signed Grant DUE ASAP (no later than June 15, 2024)
  - Grant obligated (no later than June 30, 2024)
- Submit initial "Quarterly Report" & Cash request

## Grant Implementation

- Participate in group orientation meetings June 4-July 15 (Tues)
- Develop grant workplans (draft due June 18; DCEO approval ASAP in July)
- **Work on PBVS application, if needed**
- Participate in individual grantee meetings

## Ongoing Technical Assistance

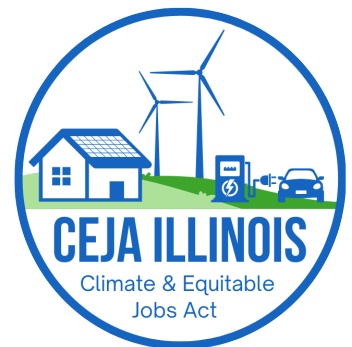
- Weekly technical assistance
- Office hours
- Other





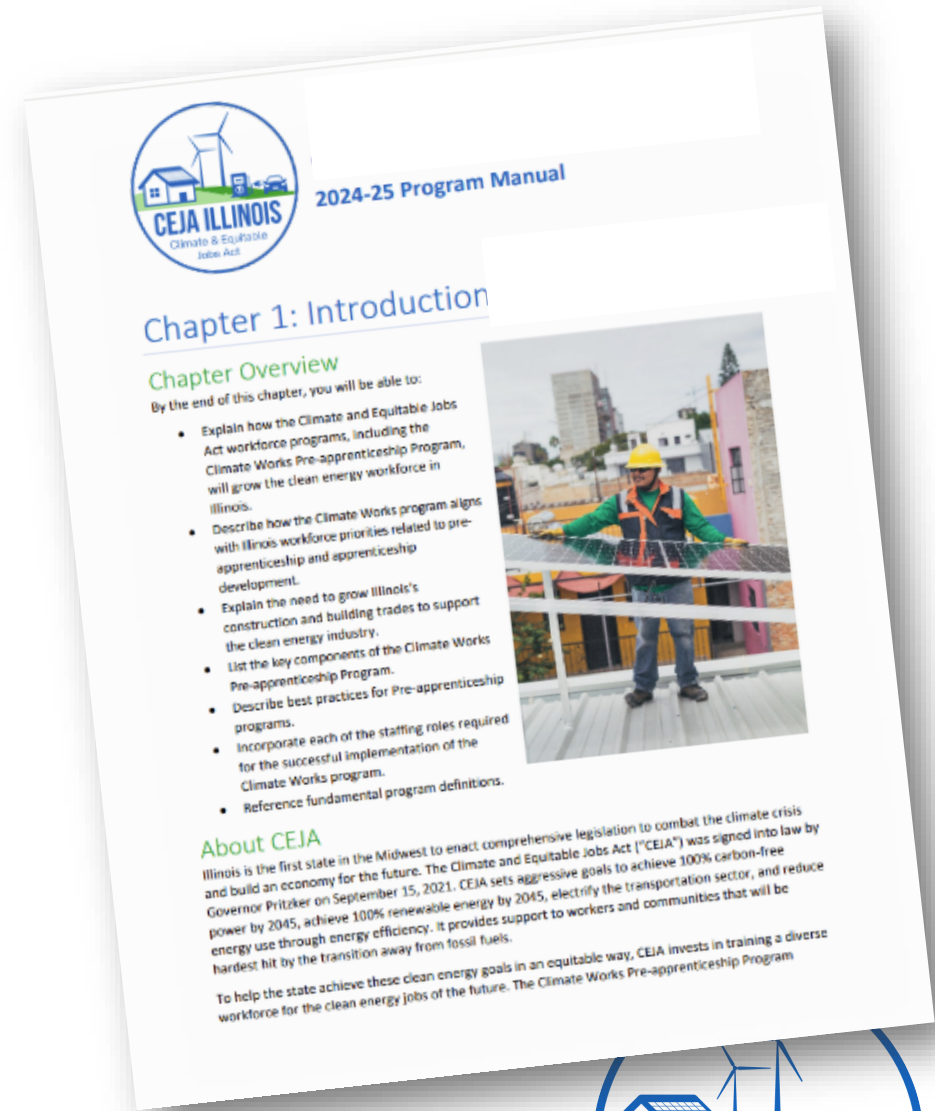
# Private Business & Vocational School Act Updates and Next Steps

- Illinois Board of Higher Education (IBHE): Nina Tangman and Dave Kelm



# Introduction to CEJA Workforce Programs

(Refer to Chapter 1 of your  
Program Manual)



# Manual Session 1: Intro to CEJA & Workforce Programs, Equity and Program Culture



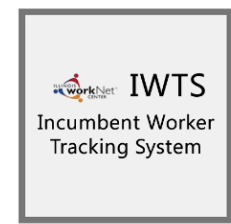
Access Program Manuals at [Illinoisworknet.com/partners](https://illinoisworknet.com/partners)

## Program Guides for Partners

These guides provide program related instructions/resources. Please note these links are *not* intended as guidance for the general public.



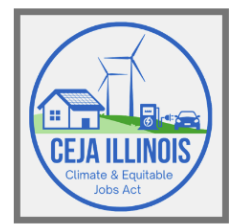
DHS Youth Partner Tools



IWTS Guide



CEJA - Climate Works



CEJA - Energy Transition Navigators



CEJA - Workforce Hubs



Illinois Employment Business System (IEBS)



WIOA Contract Reporting Guide



IPATS

# Icebreaker Chat

*“What do you hope to get out of this workshop?”*



# Section I Objectives

By the end of this section, you will be able to:

- Explain the overall goals of the Climate and Equitable Jobs Act (CEJA) and the CEJA Workforce programs
- Describe the main elements of each of the CEJA workforce programs.
- Describe how each of the CEJA workforce programs will work together.
- Explain the role of the CEJA Reporting System in measuring outcomes and collecting data.
- Describe how to complete the required program Work Plan.



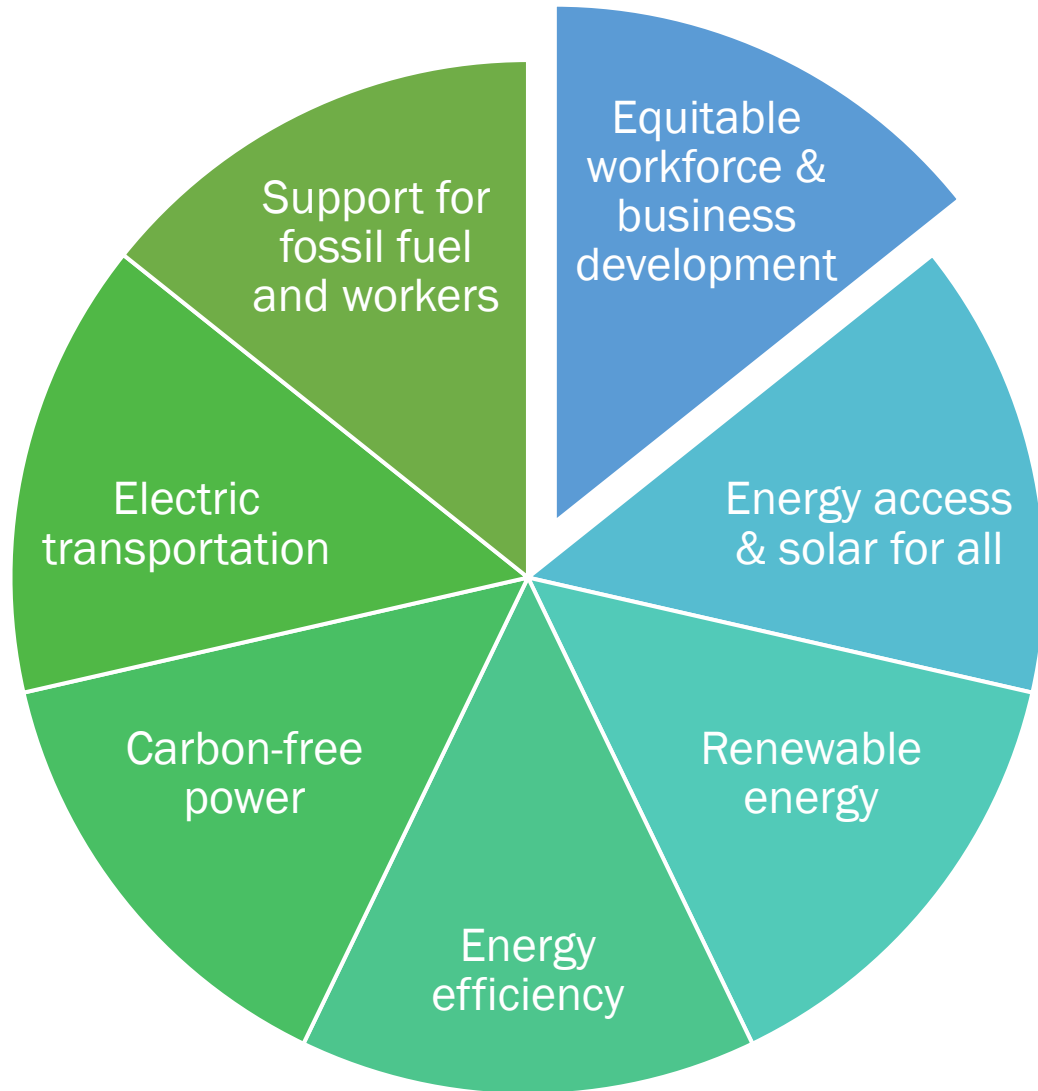


# CEJA Workforce Programs Overview



**Illinois**  
**Department of Commerce**  
& Economic Opportunity  
JB Pritzker, Governor

# What is the Climate and Equitable Jobs Act, or CEJA?



- Achieve 100% carbon-free power by 2045.
- Achieve 100% renewable energy by 2045.
- Electrify the transportation sector.
- Reduce energy use through energy efficiency.



# With the CEJA workforce programs, Illinois is leading the way

Strongest equity and accountability requirements of any climate legislation.

Opportunity to innovate in a way that the rest of the country can follow.

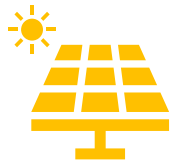
Emphasizes industry/employer partnerships

Greater flexibility in funding and services, compared to similar workforce programs.





# What is clean energy?



✓ Solar energy



✓ Wind energy



✓ Electric vehicle

✓ Green hydrogen



✓ Energy efficiency

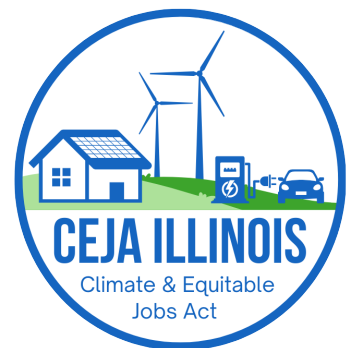
✓ Healthy building materials



✓ Energy storage

✓ Industries achieving emission reductions

**CEJA Workforce Programs will prepare Illinoisans for clean energy careers.**



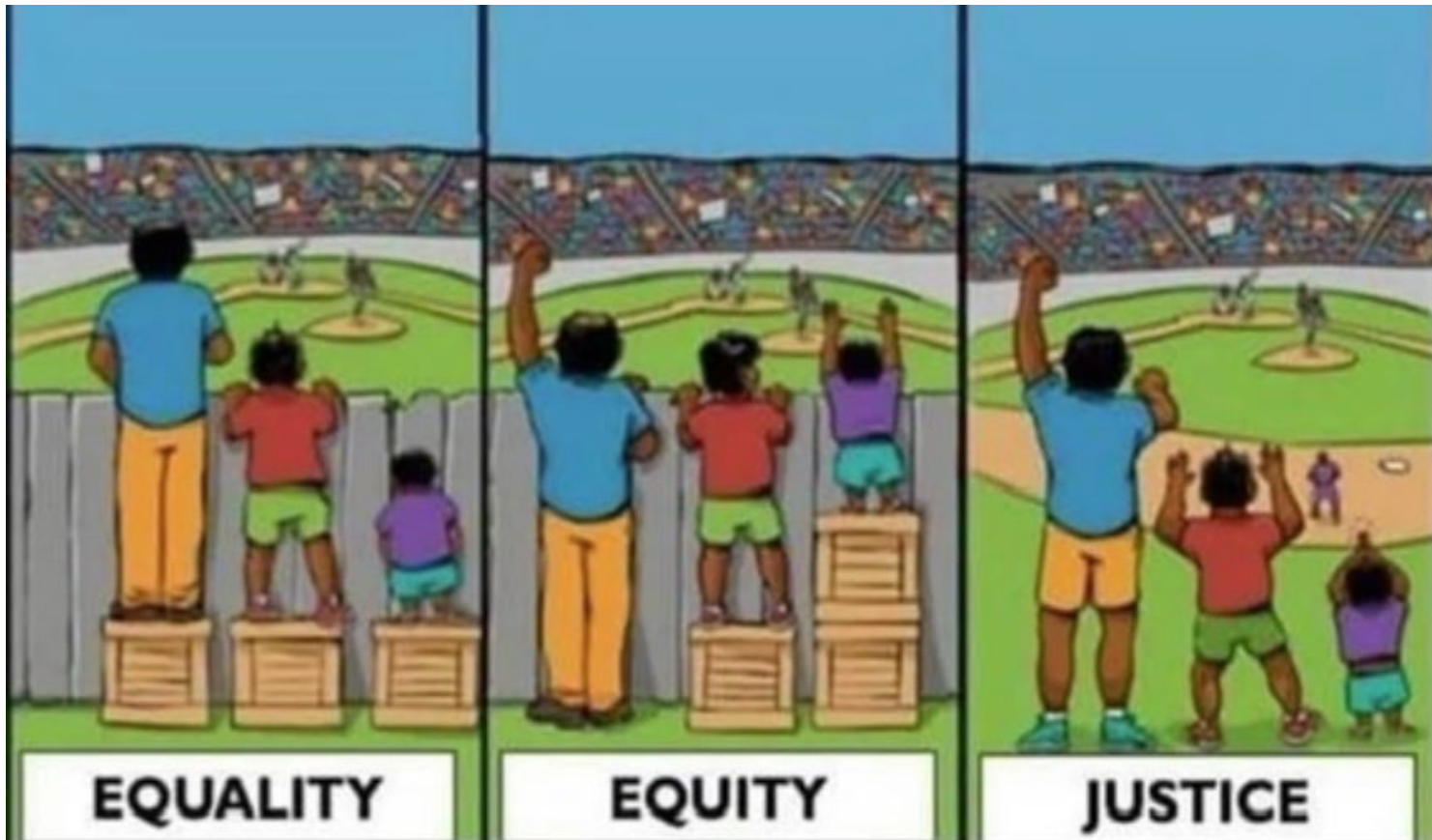
# CEJA seeks to grow the clean energy workforce in an equitable way.

Some groups of people and communities have benefited more from clean energy investments and workforce opportunities. Some suffer more from environmental impacts and community disinvestment.

The benefits of clean energy investments and good-paying clean energy jobs should be distributed equitably.



# CEJA Workforce Programs Center Equity



**Equity** recognizes that each person has different circumstances. It allocates resources based on need and removes barriers to reach the desired outcome.



## Question in the chat

*“When thinking about delivering your CEJA program, what does an equity focus look like, compared to an equality focus?”*



# CEJA Workforce Program Goals

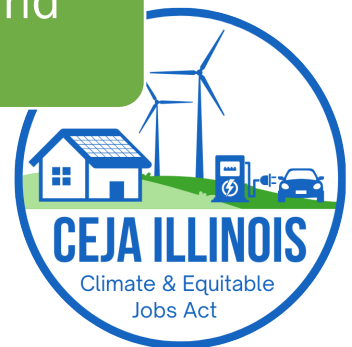
1. **Train** Illinoisans for jobs in clean energy industry to capitalize on clean energy investments.

2. **Spur** adoption of renewable energy, energy efficiency, and electric vehicles in all Illinois communities.

3. **Help** clean energy businesses grow and all Illinois communities prosper.

4. **Address** inequities in access to clean energy jobs and economic opportunities.

5. **Be a catalyst** for the full inclusion of women, people of color, justice-involved people, and other underrepresented individuals in clean energy.



# CEJA Workforce Programs Align with Governor's Action Agenda for Workforce Development and Job Creation

Unites workforce partners around regional cluster strategies.

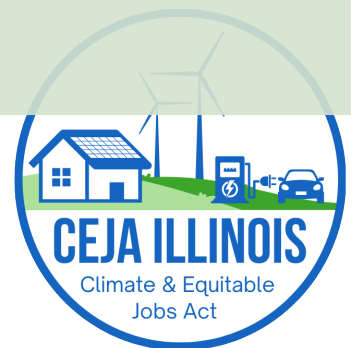
- Identifies in-demand occupations
- Identifies regional needs
- Coordinates workforce strategy across state, regions

Prepares workers for a career, not just their next job.

- Increases apprenticeship opportunities
- Addresses barriers
- Supports equity goals

Connects job seekers with employers.

- Shortens time from credentials to employment
- Gives employers easy access to skilled workers



# DCEO: Administering CEJA Workforce Programs

The screenshot shows the Illinois DCEO website homepage. At the top, there is a navigation bar with the Illinois state logo and the text "ILLINOIS gov". Below this, the "Illinois Department of Commerce & Economic Opportunity" logo is displayed. A search bar labeled "Illinois Works" is present. A secondary navigation bar lists categories: "COVID-19 Resources", "Assistance for Businesses", "Assistance for Individuals", "Assistance for Communities", and "About Us". The main content area features a horizontal row of six images: a welder, a city skyline, a scientist in a lab, a tractor, a man in a workshop, and a wind turbine. Below these images, three call-to-action buttons are visible: "Learn More" under "Energy Assistance", "Apply Now" under "Low-Interest Loans", and "Apply Now" under "Grant Opportunities".

This graphic features a row of five small images at the top: a worker in a green safety vest, wind turbines, two workers in hard hats, an EV charging station, and a worker in a hard hat. Below the images, the text "Climate and Equitable Jobs Act" is displayed in a large, bold font. To the right is the "CEJA ILLINOIS" logo, which is a circular emblem containing icons of a house, wind turbines, a car, and a building, with the text "CEJA ILLINOIS" and "Climate & Equitable Jobs Act Workforce Programs" below it.



# DCEO CEJA Programs

## Unified CEJA Ecosystem

Office of Employment  
and Training

4 CEJA Clean  
Energy  
Workforce  
Programs

Office of  
Entrepreneurship and  
Innovation  
Technology

2 CEJA  
Contractor  
Support  
Programs

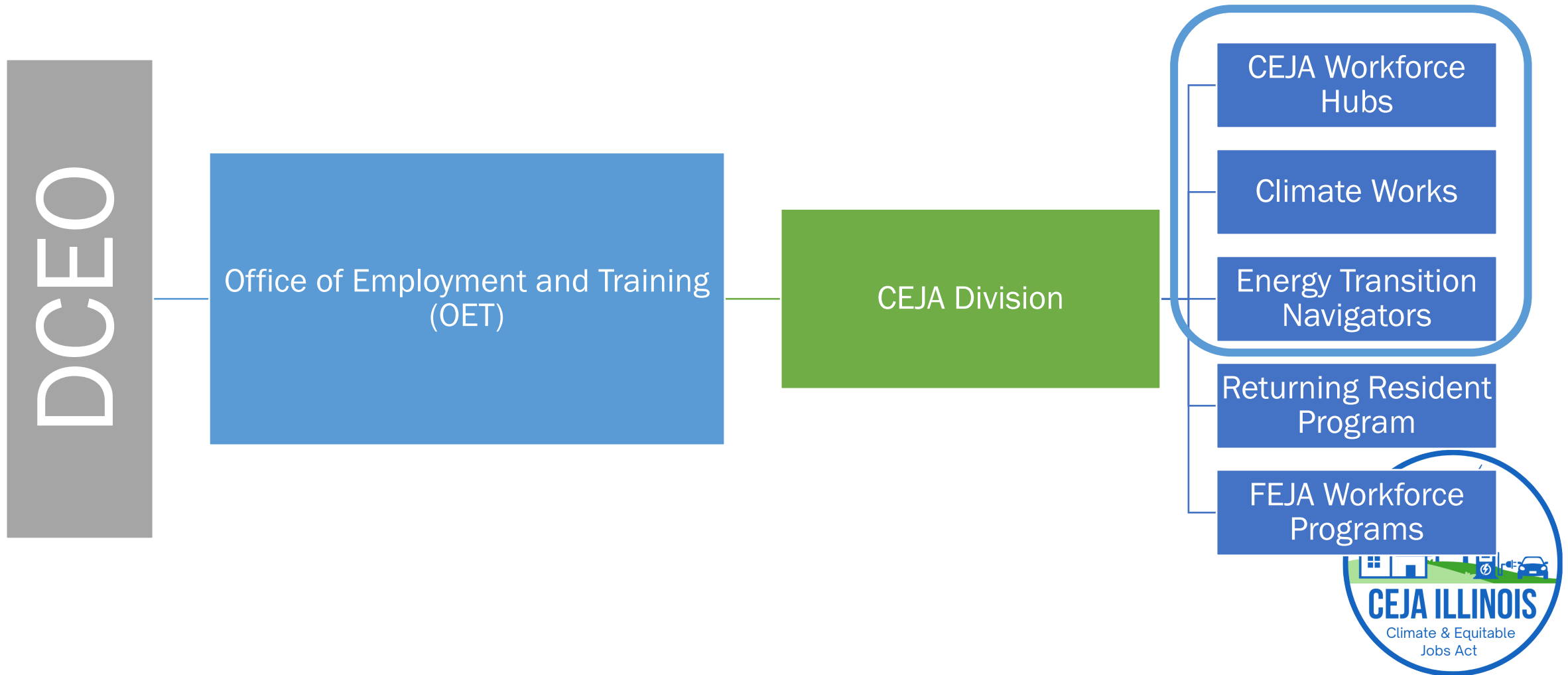
Office of Energy and  
Building Utilities)

4 CEJA Economic  
Development  
Programs





# CEJA Workforce Programs are housed in DCEO's Office of Employment and Training



# Your DCEO Points of Contact

## Grant Manager (Everyday management of grant)

- Climate Works: Char Flickinger [Charlotte.Flickinger@illinois.gov](mailto:Charlotte.Flickinger@illinois.gov)
- CEJA Workforce Hubs: Karen Lockhart, [Karen.B.Lockhart@Illinois.gov](mailto:Karen.B.Lockhart@Illinois.gov)
- Energy Transition Navigators: Kristin Wheeler, [Kristin.Wheeler@Illinois.gov](mailto:Kristin.Wheeler@Illinois.gov)

## CEJA Regional Administrator (Program level administration and guidance)

- Northern Illinois: Larry Dawson, [larry.dawson@illinois.gov](mailto:larry.dawson@illinois.gov)
- Central Illinois: Nate Keener, [nate.keener@illinois.gov](mailto:nate.keener@illinois.gov)
- Southern Illinois: Michelle Cerutti, [michelle.cerutti@illinois.gov](mailto:michelle.cerutti@illinois.gov)



# Questions - Chat

*"Any questions about the relationship between DCEO and the CEJA Workforce programs?"*





# Program Elements: Similarities & Differences Across Programs



# Main Program Goals—Similarities and Differences

Climate Works

Prepare people to enter and succeed in apprenticeship programs in construction & building trades.

CEJA Workforce Hubs

Prepare people to enter and succeed in clean energy jobs.

ET Navigators

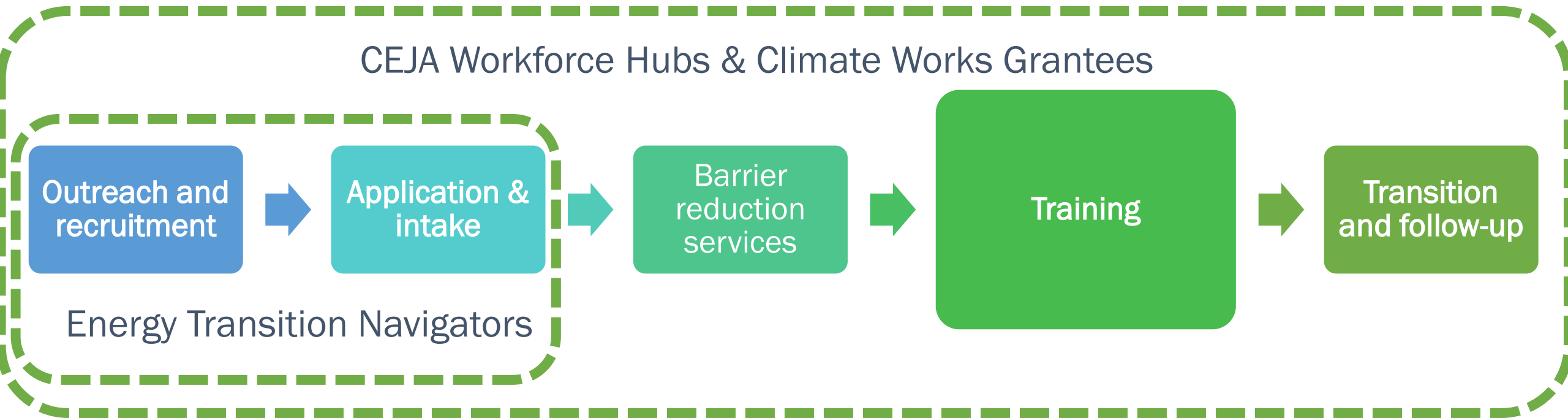
Recruit a diverse pipeline of individuals for CEJA Programs.

Create viable career paths into clean energy for underserved communities, people with barriers to employment

Provide skills for lifelong job security



# Participant Lifecycle for Climate Works & CEJA Workforce Hubs Programs



Strong coordination required between grantees of the different programs to facilitate outreach, recruitment, and application assistance.

# Get to know the grantee finalists in your region: Northern Illinois

Hub Region	CEJA Workforce Hubs	Energy Transition Navigator	Climate Works
Chicago South	Chicago Cook Workforce Partnership; Safer Foundation	Chicago Urban League; Community Assistance Program	548 Foundation, Inc.
Chicago West & Southwest	Chicago Cook Workforce Partnership; 548 Foundation	Central States SER Jobs for Progress; North Lawndale Employment Network	
Aurora	College of DuPage	Goodwill Industries of Metropolitan Chicago	
Joliet	Joliet Junior College	TBD	
Waukegan	College of Lake County	Community Works Inc NFP	
Rockford	The Workforce Connection, Inc.	Goodwill Industries of Northern IL	Hire 360

# Get to know the grantee finalists in your region: Central Illinois

Hub Region	CEJA Workforce Hubs	Energy Transition Navigator	Climate Works
Peoria	TBD	Heaven's View Community Development Corp.	Hire360
Champaign	Parkland College	TBD	
Danville	TBD	Vermilion Advantage, NFP	
Decatur	Richland Community College	Community Foundation of Macon County	



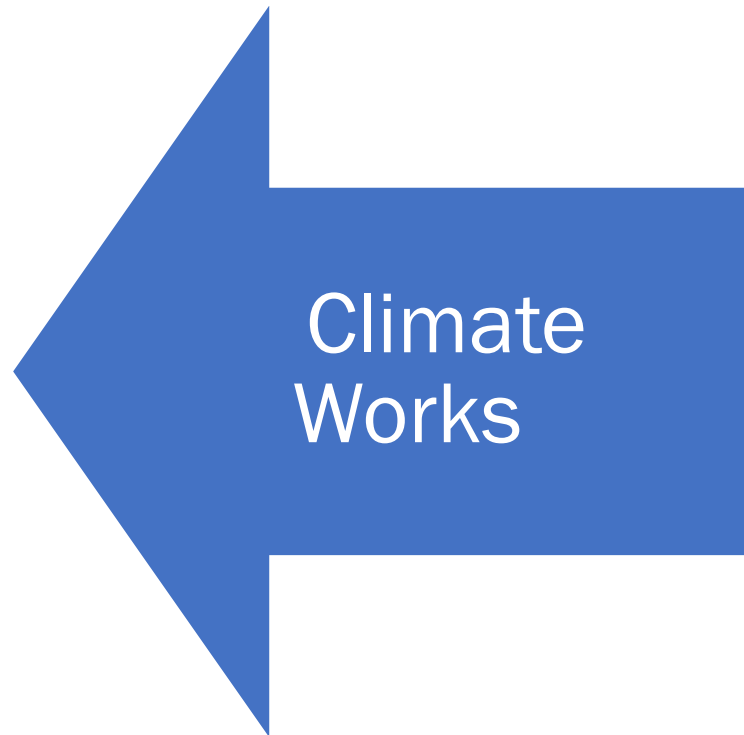


# Get to know the grantee finalists in your region: Southern Illinois

Hub Region	CEJA Workforce Hubs	Energy Transition Navigator	Climate Works
East St. Louis	Macedonia Development Corporation	TBD	Hire360
Alton	Lewis & Clark Community College	Senior Services Plus	
Carbondale	TBD	Carbondale Branch NAACP	

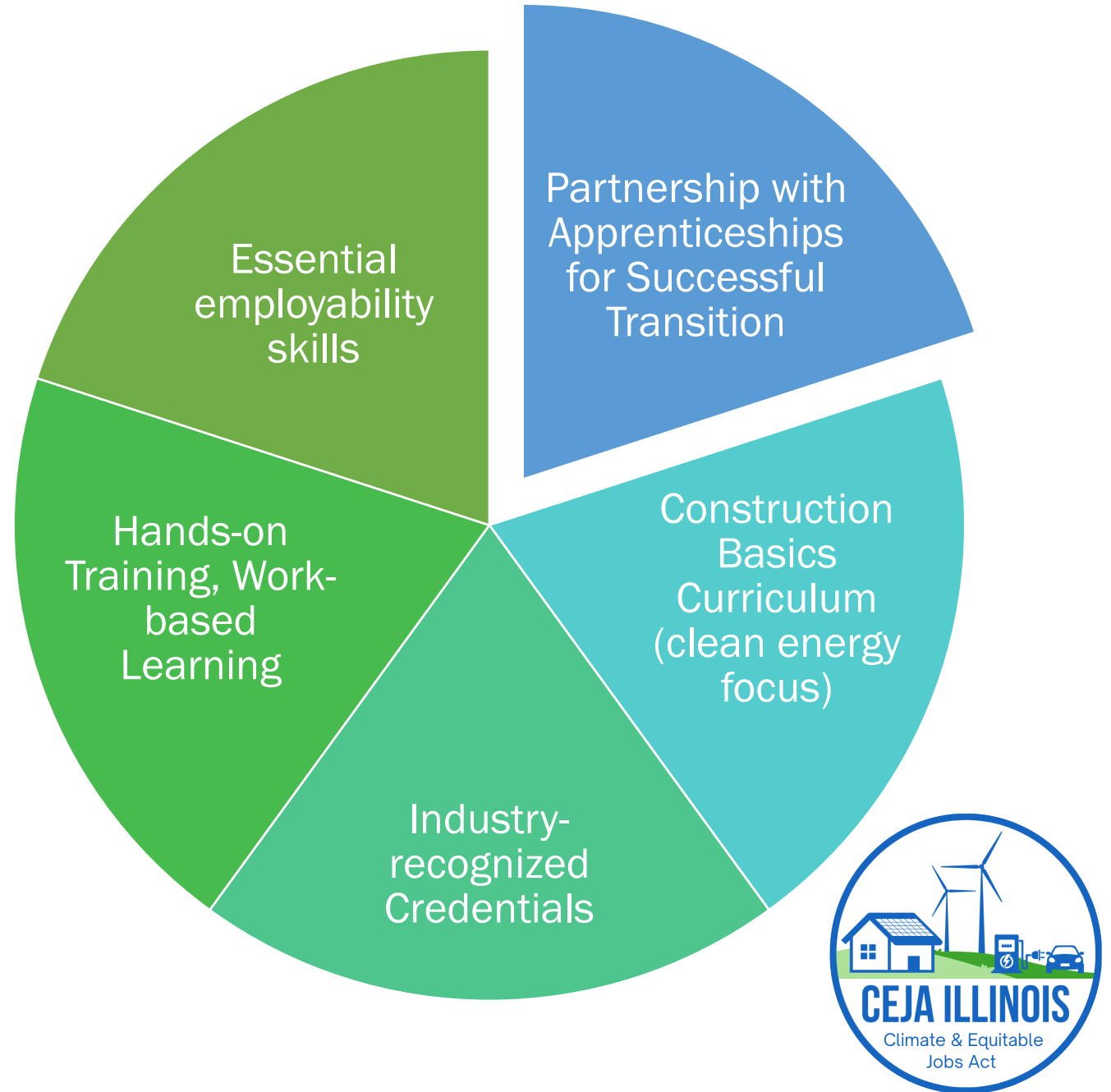


# Outreach and Recruitment Staff Will Help People Decide Which Training Program Is Right For Them.

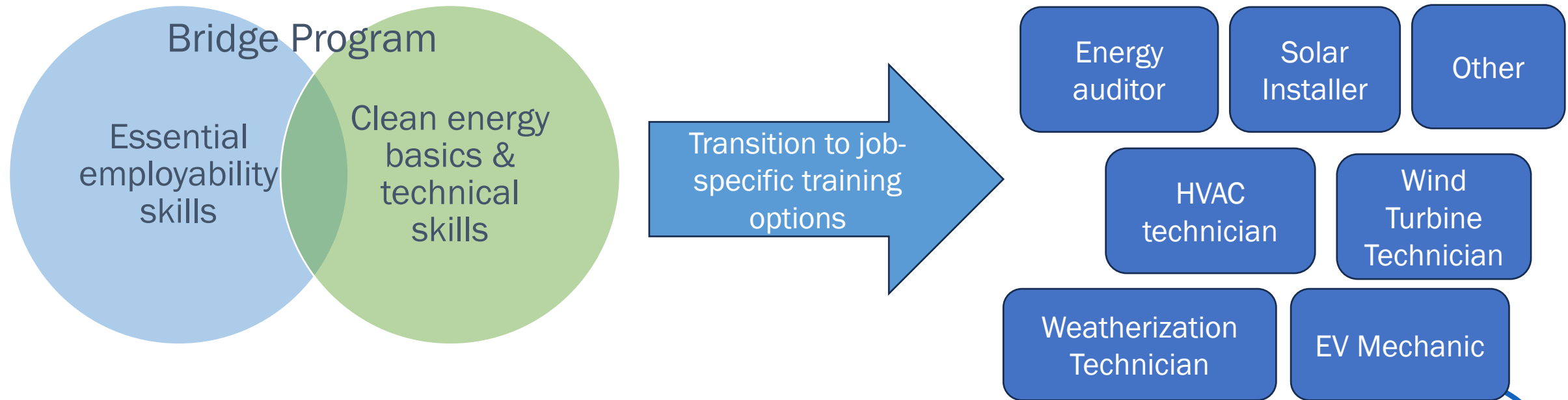


# Climate Works is a Pre-apprenticeship Program

Will prepare participants to enter and succeed in a Registered Apprenticeship program in the construction and building trades.



# CEJA Workforce Hubs utilize a Clean Jobs Curriculum Framework to train people for entry-level clean energy jobs.



Hubs select at least 2 Job-specific training options.

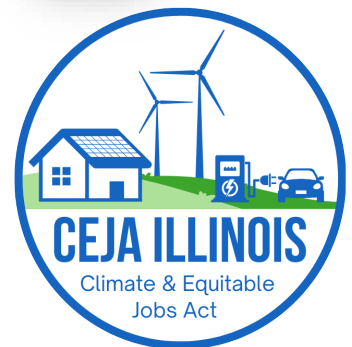


# Climate Works & CEJA Workforce Hubs: Training Similarities and Differences

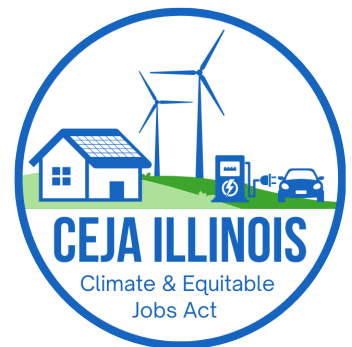
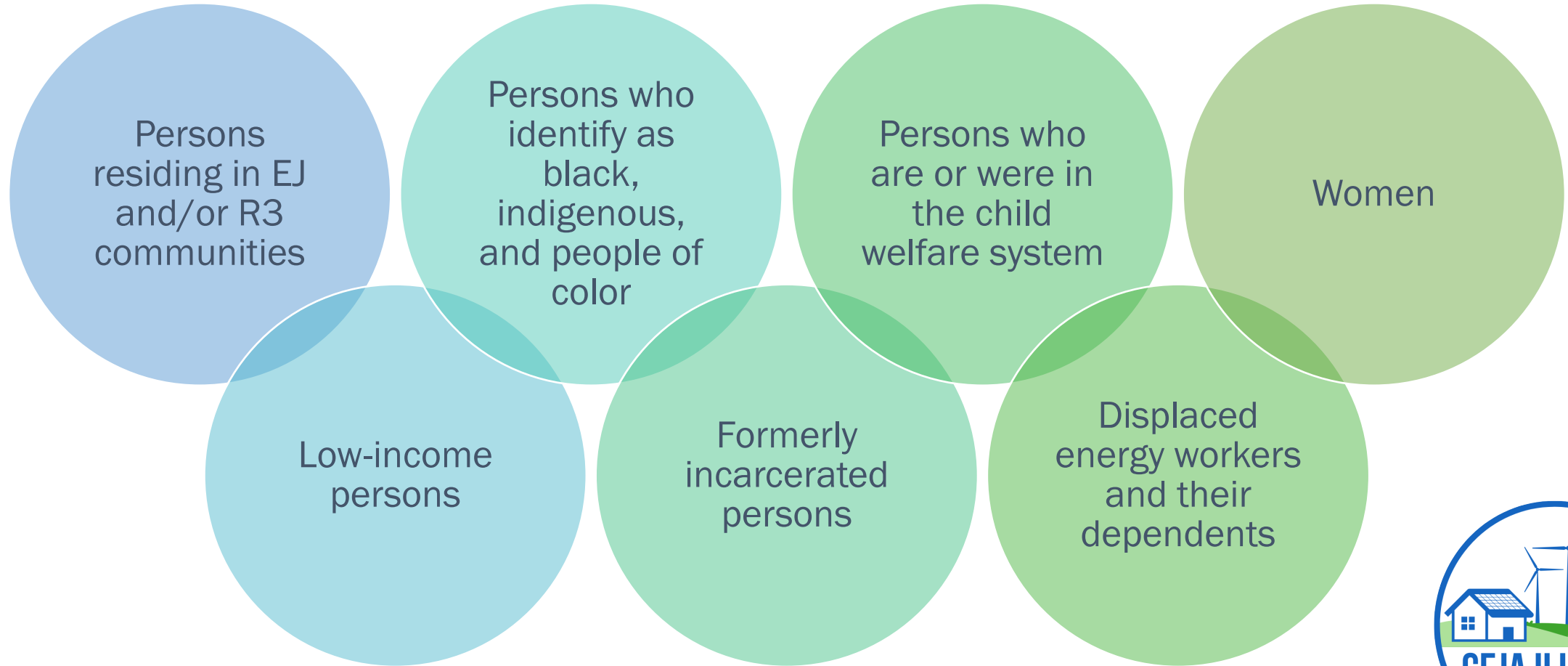
	Climate Works	CEJA Workforce Hubs
Goal	Prepare to enter, succeed in Apprenticeship Program	Prepare to enter, succeed in clean energy job
Curriculum focus	Construction basics, with a clean energy focus	Clean energy basics + job-specific training options.
Essential employability skills?	Yes	Yes
Work-based learning?	Yes	Yes
Industry-recognized credentials?	Yes (OSHA 10, NABTU/NCCER)	Yes (OSHA 10 + Other clean energy certifications)
Length	150-300 hours	400-600 hours

# Question - Chat

*“Based on what you’ve learned, what do you think are some of the benefits of these two training programs?”*



# All 3 Programs Must Implement Inclusive Outreach and Recruitment Strategies



# Eligibility & Placement Prioritization Differ by Program.

	Climate Works	CEJA Workforce Hubs
Target Communities	Residents living in Environmental Justice and/or R3 Communities	Residents living in Environmental Justice and/or R3 Communities
People with Barriers to Employment	Formerly Incarcerated People	Justice-Involved Persons, People with Language Barriers, People with Low Educational Attainment, other barriers
Other Populations	Foster Care Alumni	Foster Care Alumni, Displaced Energy Workers.
Age	16+	18+

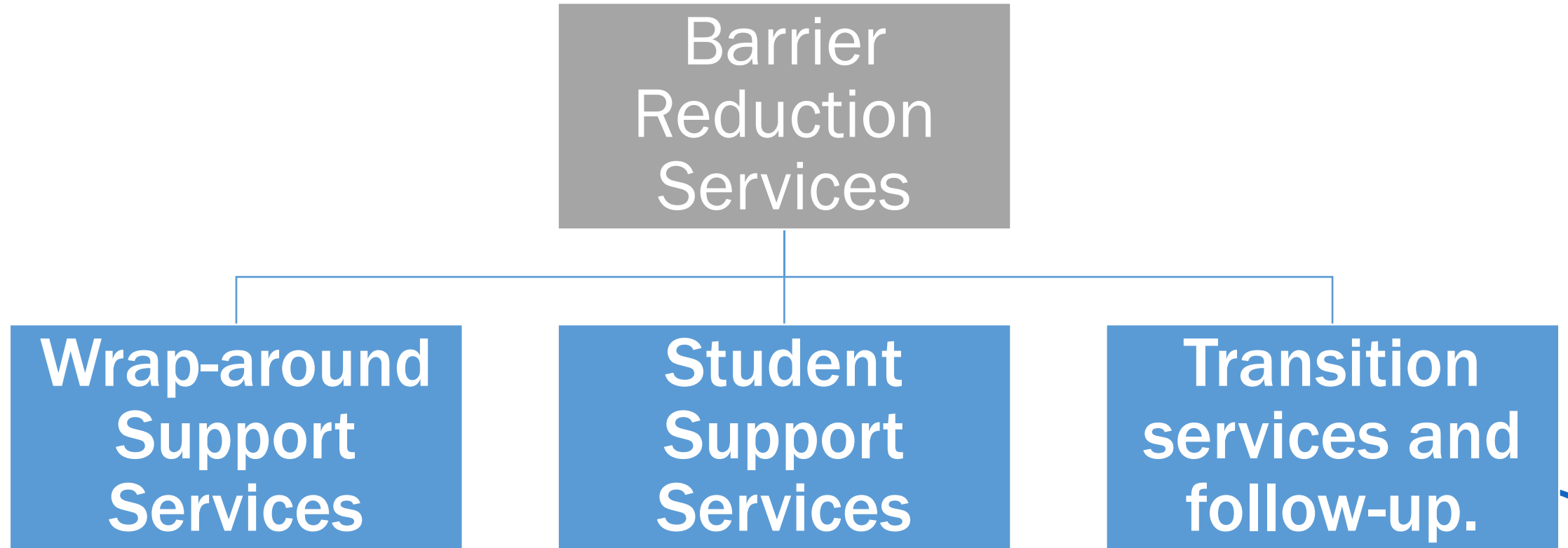


# Question - Chat

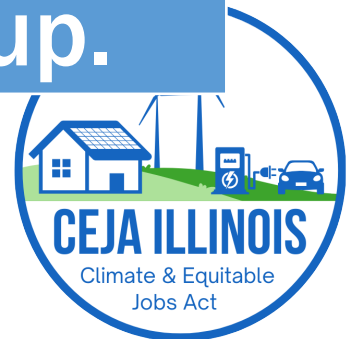
*"Do you have questions about eligibility and the target populations for these programs?"*



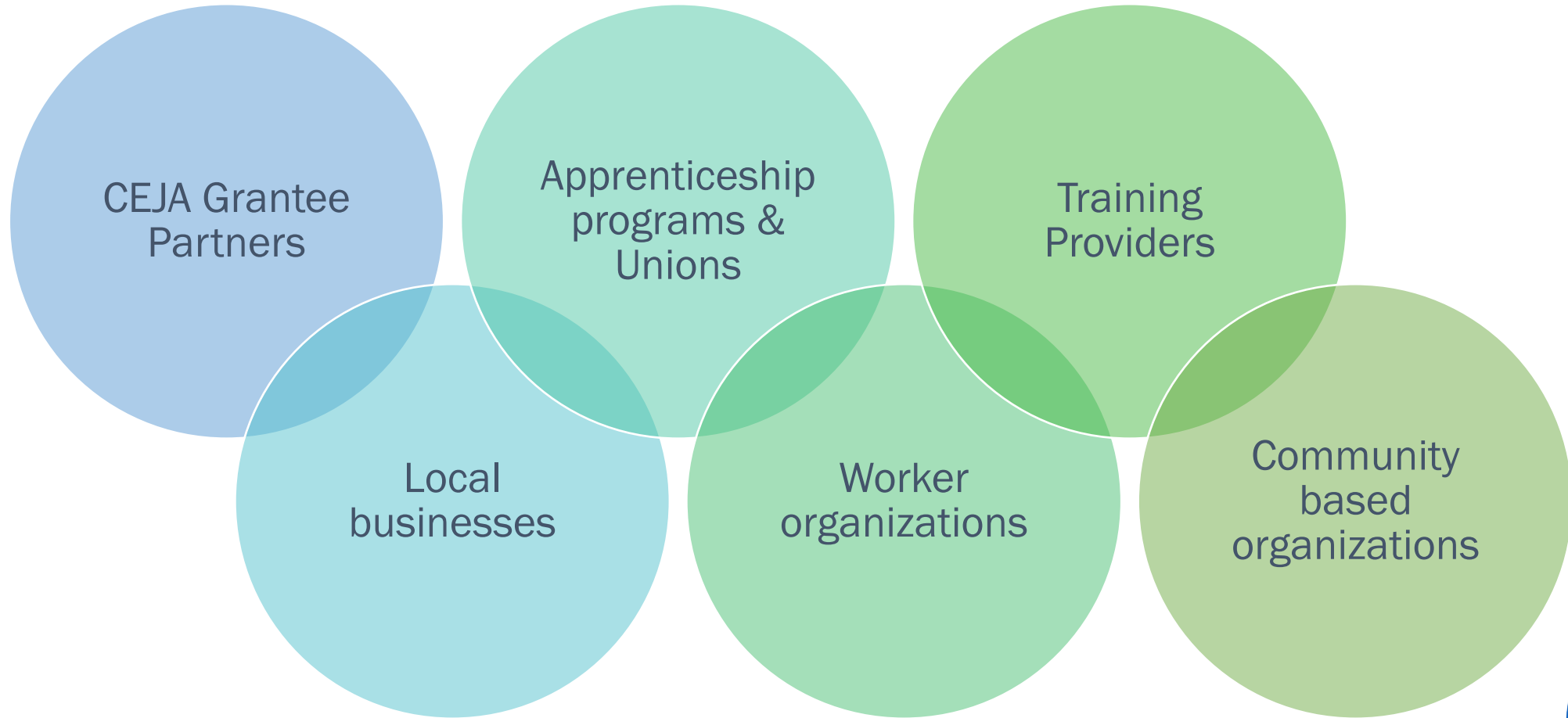
# Climate Works and CEJA Workforce Hubs Programs Provide Barrier Reduction Services to Participants



\*Energy Transition Navigators do not provide barrier-reduction services but refer them to the other programs where they can receive services.



# All Three Programs Focus on Building Partnerships



# Breakout Discussion— 5-7 minutes

*What strategies do you use to cultivate strong relationships with other grantees, employers, and organizations?*



# All Three Programs Utilize the CEJA Reporting System to Measure Outcomes and Chart Progress

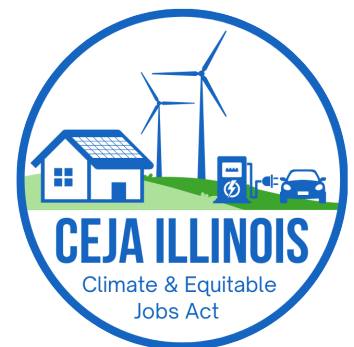
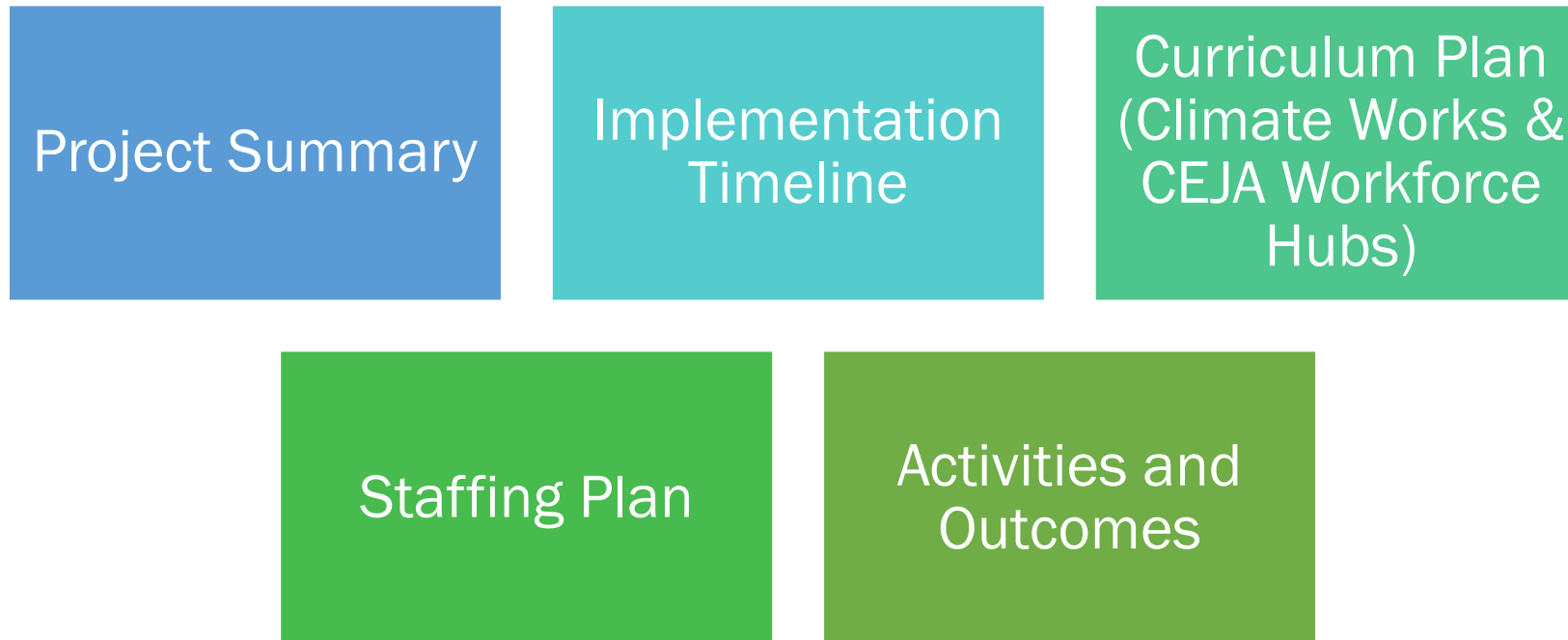
- A tool for tracking participants in the program:
  - Outreach tracking
  - Application and intake
  - Support service management
  - Training program tracking
  - Transition services and follow-up
  - Referrals
- A tool for program monitoring and reporting.
- A tool for tracking external engagement.



# All 3 Programs Require Grantee Workplans to set Goals, Program Outcomes

Your Regional Administrator and Grant Manager must review and approve your workplan before you can start delivering program services.

Your Workplan includes the following:



## PROJECT WORK PLAN: PROJECT SUMMARY

<b>Grantee Name:</b>	Grantee Name		<b>Project Work Plan Version:</b>	1.00
<b>Grant Number:</b>		<b>Created Date:</b>		<b>Latest Revision Date:</b>
<b>Workforce Region:</b>		<b>Approved Date:</b>		<b>Latest Revision Approved Date:</b>

### PROJECT SUMMARY

[Grantee team] will deliver the Clean Jobs Workforce Network Program ("CEJA Workforce Hubs") in [region] at the following training location(s): [list location(s)]. The organizations responsible for delivering this program include [lead grantee] and [list any subgrantees]. The Program will create a qualified, diverse pipeline of workers prepared for careers in clean energy. [Grantee team] will conduct outreach, recruit, pre-screen, and provide application and intake support to enroll eligible persons in the program. The training program, for which participants can attend free of charge and receive a stipend, will be based on the Clean Jobs Curriculum Framework and consist of a bridge program (clean energy basics, essential employability skills) as well as [at least 2] job-specific training options: [list options offered]. The training program will include hands-on learning opportunities and work-based learning options as well. The program will prepare participants to receive industry-recognized certifications including OSHA 10, First Aid/CPR certification, and [list job-specific certifications or credentials participants will be prepared to receive]. To reduce barriers to participation, completion, and job placement, [Grantee team] will provide barrier reduction services to program participants, including wrap-around services, student support services, and transition services. Building relationships with employers will be key to supporting participants in their transition into jobs. [Grantee team] will center equity in the delivery of the program to empower participants to engage fully, develop professionally, and reach their fullest potential. [Grantee team] will collect and record data in the CEJA Reporting System and submit reports to document their progress in meeting proposed outcomes and goals. [Add any additional information summarizing your project].

### OUTCOME SUMMARY FOR YEAR 1

Number of applicants		Number of enrollees		Number of completions	
Number of participants who have been placed in a clean energy job		Number of participants accepted and placed into apprenticeship program.		Number of participants placed into jobs in clean energy or construction and building trades.	

## PROJECT WORK PLAN: IMPLEMENTATION TIMELINE

Grantee Name:	0	Project Work Plan Version:	0.00
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ACTIVITY	STAFF RESPONSIBLE	DATE/MONTH	DELIVERABLE OR MILESTONE
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**Year 1 Start Up Activities**








## PROJECT WORK PLAN: STAFFING PLAN

<b>Grantee Name:</b>	<i>Grantee Name</i>	Project Work Plan Version:	1.00
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Please complete the summary tables below and attach a complete staff plan as applicable. Note key grantee team staff and roles responsible for project activities. Should align with Staffing Plan in application.

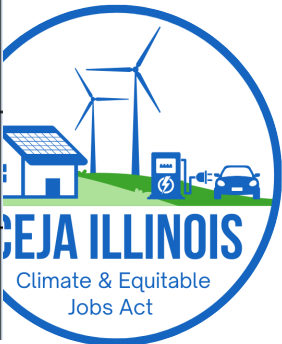
GRANTEE Organization Name	Location	Staff Name	Staff Role	% Time on Project	Email Address	Phone Number

PARTNER Organization Name	Location	Staff Name	Staff Role	% Time on Project	Email Address	Phone Number



## PROJECT WORK PLAN: ACTIVITIES AND OUTCOMES

Grantee Name:		0		Project Work Plan Version:		0.00	
		Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year 1 Total	
		Dates:	Dates:	Dates:	Dates:		
<b>ACTIVITIES &amp; OUTCOMES</b>		<b>PLANNED OUTCOMES</b>					
<b>A. Activities</b>	<b>OUTREACH AND PARTNERSHIPS</b>						
	Outreach events delivered						
	Attendees of outreach events						
	Outreach contacts						
	Partnerships with employers/CBOs developed, demonstrated through MOUs						
	<b>SERVICE DELIVERY</b>						
	Program applicants: Individuals applied to program (L)						
	Enrolled participants: Individuals enrolled in program (L)						
	Support services: Number of barriers reduced through support services						
	Graduates: Individuals completed bridge program (L)						
	Graduates: Individuals completed [job-specific training option 1]						
	Graduates: Individuals completed [job-specific training option 2]						



# Questions - Chat

*"Any questions about the workplans?"*





# *5-minute Break*

COFFEE



# Chapter 2: Equity and Program Culture



2024-25 Program Manual

## Chapter 2: Equity and Program Culture

By the end of this chapter, you will be able to:

- Articulate why equity is at the center of CEJA and the Climate Works program.
- List and describe the core equity values that serve as the program's foundation.
- Center equity, diversity, inclusion, welcoming, accessibility, and belonging into your program's culture, each of the program's elements, and each phase of the Pre-apprenticeship Program.
- Avoid potential legal consequences by implementing a comprehensive anti-discrimination, harassment, and bullying policy and developing a reporting and routing process.

The Climate and Equitable Jobs Act (CEJA) workforce programs are equity focused. But what does that mean? This chapter will explore how workforce programs can foster an equity-focused program culture that empowers participants to engage fully, develop professionally, and reach their fullest potential.

### Building an Equitable Clean Energy Workforce

The Climate Works Pre-apprenticeship Program, as part of the Climate and Equitable Jobs Act legislation, was uniquely designed to:

- Provide training and career pathways for targeted groups that have historically been left out of workforce opportunities in clean energy, including:
  - People who live in environmental justice and R3 communities.
  - People with barriers to employment, including formerly incarcerated people.
  - People who are current or former members of the foster care system.
  - Displaced energy workers.
- Help people build careers in clean energy that provide sustainable living wages, contributing to economic independence.
- Remove barriers to training participation and job attainment.
- Provide participants with the skills for lifelong job security.
- Promote clean energy as a viable job industry for women and minority communities.
- Provide the clean energy industry with a consistent, skilled workforce for future generations.
- Create new partnerships between state agencies and community organizations.

By adhering to equity values and progressing toward these goals, the Climate Works Pre-apprenticeship Program will contribute to a more equitable clean energy industry in Illinois.



# Section II Objectives

By the end of this section, you will be able to:

- Differentiate between equity and equality.
- Describe current disparities in the clean energy workforce and historical reasons for these disparities.
- Describe the CEJA program equity goals and values.
- Describe what an equity-centered program design looks like.



# What does the status quo look like right now in terms of clean energy workforce development?

- Some communities are disproportionately impacted by environmental harms, climate change, and economic disinvestment.
- Some communities & groups lack access to clean energy training opportunities and family-sustaining jobs.





# Illinois Clean Energy Workforce - Current Reality

Population	Illinois Clean Energy Workforce	Illinois Population
Women	29%	49.0%
African American	7.7%	14.7%
Hispanic/Latino	18.2%	18.0%
American Indian/Native Alaskan	1.2%	0.6%
Asians	8.4%	6.1%

(Data source: [Clean Jobs Midwest](#), 2023)

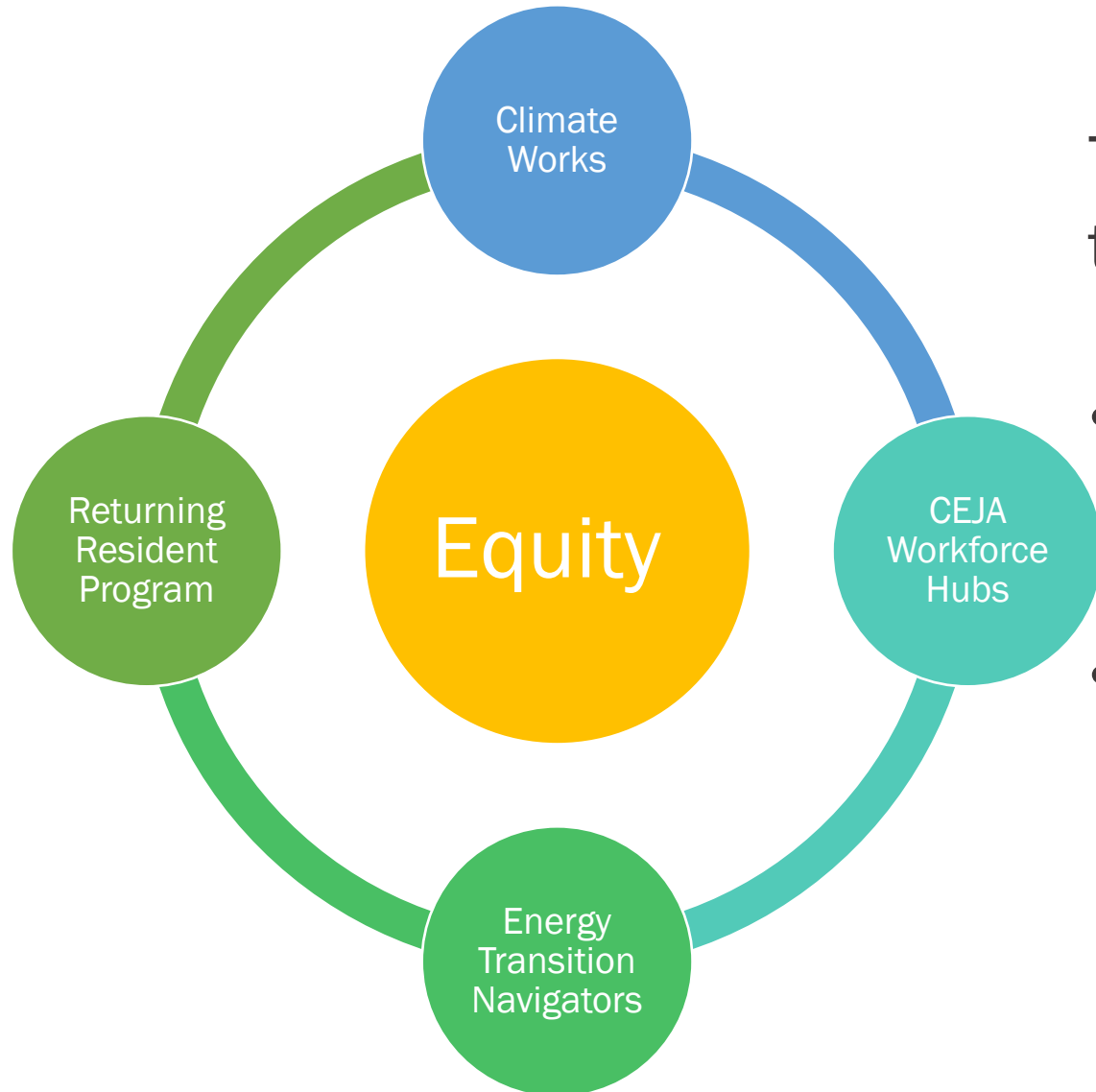


# Question – Chat

“What contributes to the current disparities?”



# CEJA: Equity at the Center



The CEJA Workforce Programs **center equity** to:

- Provide training and career pathways for equity-investment eligible participants.
- Provide eligible participants with the skills for lifelong job security.



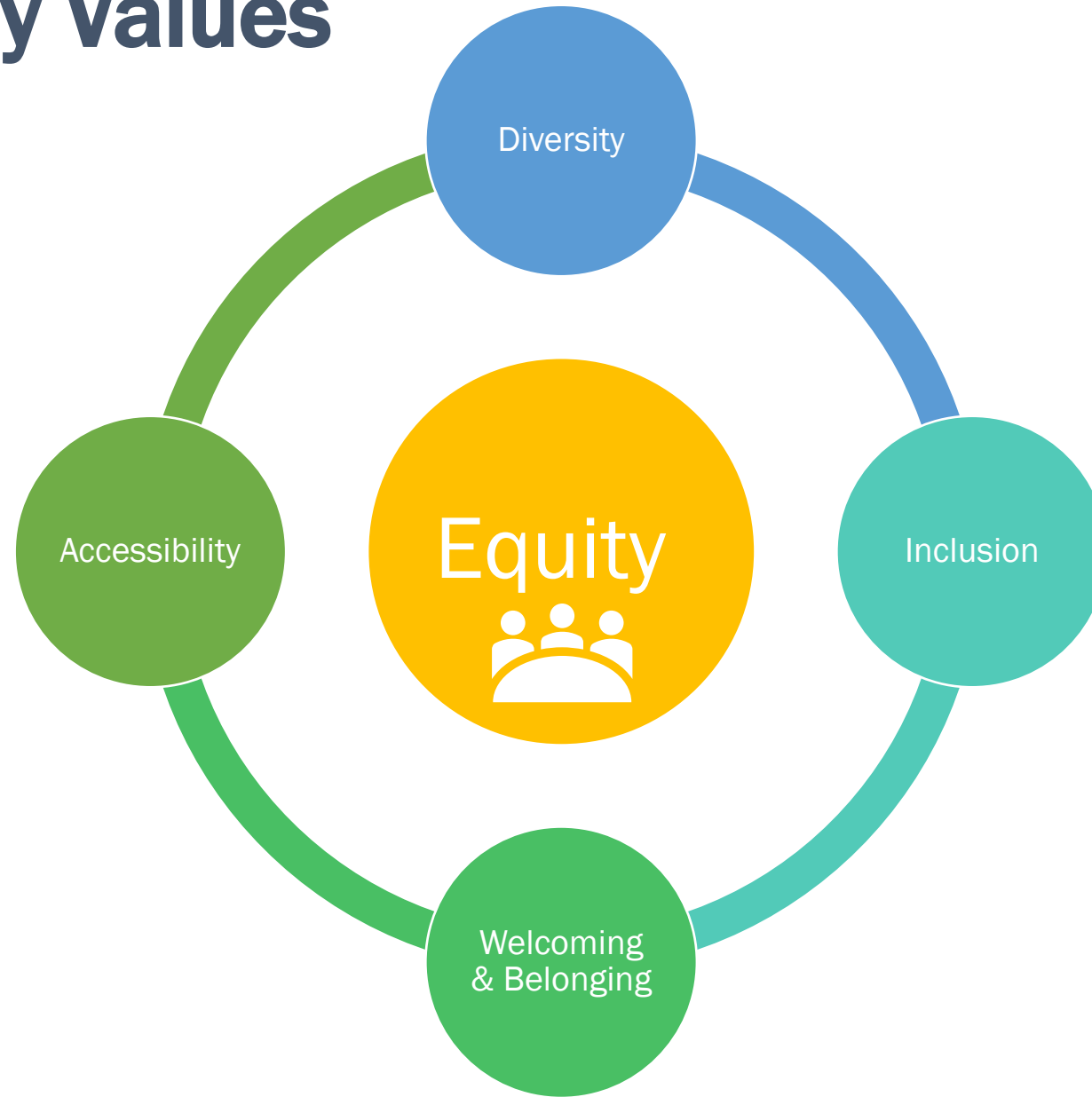
# Equity Focused Culture and Values

**Culture** is a pattern of basic, shared assumptions learned by a group (Schein, 2010). It is a pattern of beliefs, values, rituals, relationships, and practices shared by the CEJA programs, grantees, and participants.

**Core Values** are the core ethics or standards the CEJA programs are expected to abide by. They serve as a guiding light for behavior and decision-making.



# Core Equity Values



# Core Equity Values In Action

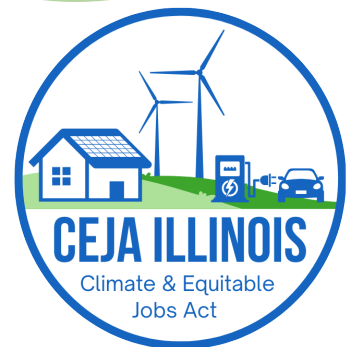
Empower for  
resilience  
and self-  
sufficiency

Embrace  
difference by  
cultivating  
cultural  
competence

Overcome  
barriers to  
participation  
&  
completion

Build a  
community  
of  
collaboration

Track and  
measure  
success



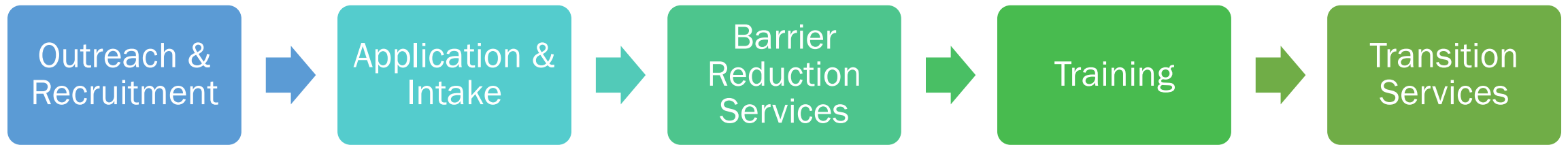
# Core Equity Values and the Participant Lifecycle



Equity Values: Diversity, Inclusion, Welcoming, Belonging, and Accessibility



# Breakout Discussion: How might the Core Equity Values be integrated into the Participant Lifecycle?



Equity Values: Diversity, Inclusion, Welcoming, Belonging, and Accessibility





# Demonstrating Equity Through Compliance with Laws

## Title VII of the Civil Rights Act of 1964:

- Protects against employment discrimination based on race, color, sex, religion, national origin.

## Title IX of the Education Amendments Act of 1972

- Protects against discrimination in education programming or activities receiving Federal financial assistance.

## The Equal Pay Act of 1963

- Protects against wage disparity based on sex

## Illinois Human Rights Act

- Protects against discrimination based on age, ancestry, arrest record, citizenship status, color, conviction record, disability, gender identity, and more.

## Americans with Disabilities Act (1990)

- Prohibits discrimination against people with physical or mental challenges who can perform jobs' essential functions. Requires reasonable accommodations.

# Upcoming Orientation Sessions

Date	Session Topic	Prepare by . . .
June 11, 10am-12pm	Illinois workNet Session 1: Getting set up in Illinois workNet	N/A
June 18, 10am-12pm	Manual Session 2: Partnerships, Outreach, and Recruitment	Complete draft of your Workplan Read manual chapters 3-5
June 25, 10am-12pm	Illinois workNet Session 2: Outreach & Intake	N/A
July 9, 10am-12pm	Manual Session 3: Barrier Reduction, Training, and Transitions	Read manual chapters 6-8 (Workforce Hubs, Climate Works)
July 11, 11am-12pm	Illinois workNet Session 3: Career Plan, Adding/Updating Services, Completion, Follow-up	
July 16	Manual Session 4: Administrative requirements (data, reporting, finances, monitoring, etc.)	Read Workforce Hubs, Climate Works chapters 9-12; ET Navigator chapters 6-9



# Survey: Evaluation/Feedback



<https://forms.office.com/r/4MMHRWW5CS>



**Illinois**  
Department of Commerce  
& Economic Opportunity  
JB Pritzker, Governor

# Questions? Contact Us

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