Workforce Development Initiative
Consolidated Funding Application
2019 Program Guidelines

Contents

SUNY 2020 Challenge Grant

Funding Available: Up to $25 million

Purpose

Funding from the NY-SUNY 2020 Capital Challenge Grant Program will be distributed to SUNY institutions to support the needs of the Regional Workforce Development Initiative. These capital funds will help support the construction, rehabilitation, and/or purchase of classrooms, equipment, and / or other physical facilities tailored to meeting workforce development needs of regionally-significant, emerging, in-demand industries and / or occupations identified by the corresponding Regional Economic Development Council(s). Support through the NY-SUNY 2020 Capital Challenge Grant will help accomplish these tasks while also enhancing the academic mission of SUNY institutions and strengthening campus roles as an engine of regional economic development.

Strategic Criteria

Proposals must:

- ☐ Demonstrate projected progress toward the goal of supporting the physical infrastructure and related needs of the Regional Workforce Development Initiative.
- ☐ Note particular ties to strategic industries identified by the Regional Economic Development Council(s) and how the funding would assist in addressing the needs of regional/sector employer networks.
- ☐ Indicate how the proposed project will support the workforce development and educational advancement of the region within which funds would be granted.
- ☐ Provide a timeline to implementation with realistic milestones.
- ☐ Provide a project narrative, data, and pertinent budget information.
- ☐ Indicate and document consultation and coordination with SUNY System Administration, both in the submission and execution phases of the proposed activity.

Please note that proposals that include one or more of the following attributes will be viewed favorably:

- ☐ Demonstrated readiness of partnering with employers in the region, preferably with hiring plans for successful completers of training programs using facilities/equipment supported by the grant.
- ☐ Demonstrated collaboration across multiple institutions.
- ☐ Produce a benefit that can be concretely demonstrated to be scalable or replicable across the system and / or State.
- ☐ Demonstrate use of leveraged funding through philanthropic, in-kind, or existing campus funding to support project costs.

- Demonstrated ability to leverage existing infrastructure, faculty, and buildings.
- Provide a quick time frame to implementation, defined as having proposal components that are actionable (i.e. work will begin) within 12-15 months from award.
- Provide a demonstrated and clear pathway to long-term financial sustainability.

Finally, in general, Institutions are encouraged to develop and submit innovative proposals.

Performance Metrics:

While capital projects, purchase of equipment, or related capital type activities do not lend themselves to the traditional measuring of performance, Proposals made through the NY-SUNY 2020 Challenge Grant program will be expected to define and measure success against the following:

- Creation of and adherence to a project schedule with specific milestones that either correspond to specific workforce development project needs or facilitate the initiation and success of separate workforce development activities in the approved region.
- Limited training / research needed for successful implementation of project
  o Defined, for this purpose, as the ability to successfully utilize capital funds in an efficient and accelerated fashion to support workforce development initiatives with limited lead time or additional investment
- Ability of project to advance both academic needs and meet workforce development initiative needs
  o Defined, for this purpose, as the ability for the proposed project to help implement cutting edge research / emerging workforce needs that are tied to the new needs of the region.

Eligibility:

All SUNY institutions are eligible to participate.

Award Level:

$25.0M is available for award
Minimum award is $5.0M
Maximum award is $25.0M.

*The SUNY Apprenticeship Program funding was awarded on September 23, 2019 to Mohawk Valley Community College to support workforce development apprenticeship initiatives in information technology, cybersecurity, artificial intelligence and other priority industries. SUNY colleges interested in working with MVCC on implementation of this new program across New York State should contact James Willey at JWilley@mvcc.edu.

SUNY Apprenticeship Program

Funding Available: Up to $3 million

Purpose

The SUNY Apprenticeship Program will assist in developing pre-apprentice and Registered Apprenticeships in advanced manufacturing, healthcare, and other high need fields identified by the corresponding Regional Economic Development Council(s). In partnership with NYSDOL's Apprenticeship Office and SUNY System Administration through the Office of Community Colleges and the Education Pipeline, the program will leverage the resources and capacity of the Community Colleges, as well as other SUNY institutions, to provide expertise and support to expand Registered Apprenticeships (RA) tailored to meeting workforce development needs of regionally-significant, emerging, in-demand industries and occupations

Strategic Criteria

Proposals must:

- Provide a demonstrated ability to work in partnership with the New York State Department of Labor (NYSDOL).
- Outline the campus' ability to serve as lead and administer funds to other SUNY institutions as sub-awards.
- Demonstrate the ability to coordinate key regional sectors and workforce intermediaries in generating partnerships of employers.
- Coordinate activities to expand Registered Apprenticeships with a focus on engaging all levels of employers to secure paid RAs in high-skilled, high demand, competitive wage occupations in priority sectors identified by the Regional Economic Development Council(s).
- Focus on outreach, Related Instruction (RI) through non-credit and credit certificate and degree programs and hybrid and competency-based training and testing.
- Proposals should consider innovative ideas for pre-apprenticeship training, including new pathways for underrepresented populations.

Proposals must be coordinated through SUNY System Administration via the Office of Community Colleges and the Education Pipeline.

Eligibility: While all 30 SUNY community colleges are eligible to apply, two colleges will be selected to serve as leads in priority industries (outside of construction) not previously identified.

Award Level: $3.0M is available for awards, with a Minimum Award of $1.0M and a Maximum award of $3.0M.

*The SUNY Apprenticeship Program funding was awarded on September 23, 2019 to Mohawk Valley Community College to support workforce development apprenticeship initiatives in information technology, cybersecurity, artificial intelligence and other priority industries. SUNY colleges interested in working with MVCC on implementation of this new program across New York State should contact James Willey at JWilley@mvcc.edu.

Reporting: Awarded institutions will be expected to furnish a mid-year and year-end report to the SUNY Office of Community Colleges and the Education Pipeline. Reports must include the following metrics:

- Number of Registered Apprentices
- Number of pre apprentices
- Number of first-time employers offering apprenticeships
  - Number of new employers included on SUNY Apprenticeship Program applications
  - Number of employers newly approved by NYSDOL working with SUNY Apprenticeship Program

SUNY Next Generation Job Linkage Program

Funding Available: Up to $3 million

Purpose

Job Linkage provides program support for SUNY's Community Colleges' in regionally needed or emerging sector programs leading directly to employment and addressing regional workforce demands aligned with Regional Economic Development Council(s) goals. Programs eligible for support may be included within the areas of certificate, Associate of Occupational Studies, and Associate of Applied Sciences degrees.

Strategic Criteria

Programs must have a demonstrable connection to employer or industry needs that are documented through direct employer or industry feedback, an advisory committee, labor market data, or other forms of credible direct knowledge of the sector or workforce need.

Requests for funding may be in the following areas:

- Data collection/review and/or research to determine/guide program updates.
- Creation or enhancement of course offerings and/or curriculum development to meet a workforce need.
- Providing applied and/or experiential learning opportunities for students in an identified sector/program that support the workforce development needs of regionally-significant, emerging, in-demand industries and occupations identified by the corresponding Regional Economic Development Council(s).
- Equipment and supplies necessary to run the program.

Applications may be made by a single college, or a consortium of colleges, within the region with an identified lead.

Proposals must be coordinated through System Administration via the Office of Community Colleges and the Education Pipeline.

Eligibility: All 30 SUNY Community Colleges are eligible to apply.

Award Level: $3.0M is available for awards, with a Minimum Award of $10.0K and a Maximum award of $0.5M.

Reporting: Awarded institutions will be expected to furnish a mid-year and year-end report to the SUNY Office of Community Colleges and the Education Pipeline. Reports must include the following metrics:

- ☐ Number of new courses created
- ☐ Number of courses enhanced
- ☐ Number of programs enhanced
- ☐ Number of applied and or experiential learning opportunities
- ☐ Overview of equipment purchased and programs enhanced with purchase
- ☐ Impact of student academic persistence and completion

SUNY Workforce Development Training Grant/Contract Courses

Funding Available: Up to $1.9 million

Purpose

The Workforce Development Training Grant program provides funding for SUNY Community Colleges to operate workforce development/job training programs to businesses and organizations to promote and encourage the location and development of new business in the State, and to create and retain employment opportunities in local communities.

Strategic Criteria

All proposals should include training that is customized to the employer's needs. Three types of workforce training are eligible for funding:

☐ **Individual projects:** Projects that focus on training for a single employer in a particular training area or areas.
☐ **Consortium projects:** Projects that focus on a type of training that serves multiple employers or where multiple colleges work together as a regional consortium to train for an employer(s) in a specific area.
☐ **Demonstration projects:** A limited number of demonstration projects may be considered that develop and implement new and innovative courses, programs or curriculum.

The employer must contribute at least 25 percent of the total project cost in matching funds and at least 10 percent must be in the form of cash. The remaining 15 percent may be comprised of in-kind commitments.

Proposals must be coordinated through System Administration via the Office of Community Colleges and the Education Pipeline. Proposals for funding of $15,000 or less will be subject to an expedited, one phase review process by SUNY. Applicants for $15,000 or less proposals will be directed to a unique application portal, and will be required to complete both the Phase 1 and Phase 2 CFA questions in their initial application.

Eligibility: All 30 SUNY Community Colleges are eligible to apply.

Award Level: $1.9M is available for awards, with a Minimum Award of $500 and a Maximum award of $125,000.

Reporting: Awarded institutions will be expected to furnish a year-end report to the SUNY Office of Community Colleges and the Education Pipeline. Reports must include the following metrics:

☐ Number of employer partners
☐ Number of individuals trained
☐ Number of contact hours

CUNY 2020 Challenge Grant

Funding Available: Up to $25 million

Purpose

Funding from the CUNY 2020 Capital Challenge Grant Program will be distributed to CUNY institutions to support workforce development initiatives CUNY-wide. These capital funds are to be used for renovations and/or purchase of equipment in support of Work Force Development programs that address needs in emerging, in-demand industries or occupations as identified by the local Regional Economic Development Council. Support through the CUNY 2020 Capital Challenge Grant will help accomplish these tasks while also enhancing the academic mission of CUNY institutions and strengthening campus roles as an engine of regional economic development.

Strategic Criteria

Proposals must:

☐ Demonstrate clear link to Regional Workforce Development Initiatives.
☐ Note particular ties to strategic industries identified by the Regional Economic Development Council and how the funding would assist in addressing the needs of regional/sector employer networks.
☐ Indicate how the proposed project will support the workforce development and academic advancement of the region within which funds would be granted.
☐ Provide a timeline for implementation with realistic milestones.
☐ Provide a project narrative, data, and pertinent budget information.
☐ Indicate and document consultation and coordination with CUNY Central Office, both in the submission and execution phases of the proposed activity.

Please note that proposals that include one or more of the following attributes will be viewed favorably:

☐ Demonstrated readiness of partnering with employers in the region, preferably with hiring plans for successful completers of training programs using facilities/equipment supported by the grant.
☐ Demonstrated collaboration across multiple institutions.
☐ A scalable or replicable benefit across the system and/or State; clear, evidence-based documentation to support this assertion must be included.
☐ Demonstrates use of leveraged funding through philanthropic, in-kind, or existing campus funding to support project costs.

☐ Proposals that incorporate a quick time frame to implementation, defined as having proposal components that are actionable (i.e. work will begin) within 12-15 months from award.
☐ Provide a demonstrated and clear pathway to long-term financial sustainability.

Finally, in general, institutions are encouraged to develop and submit innovative proposals.

Performance Metrics:

CUNY 2020 Challenge Grant program proposals should define and measure success against the following:

☐ Creation of and adherence to a project schedule, with specific milestones that either correspond to specific workforce development project needs or that facilitate the initiation and success of separate workforce development activities in the approved region.
☐ Calculate results measured in categories related to:
    o Additional academic capacity (ability to educate students, workforce, or general populace),
    o Workforce (measured in terms of the output of additional skilled workers), or
    o A combination of the above.
☐ Ability of the project to advance both academic needs and meet workforce development initiative needs:
    o Defined, for this purpose, as the ability of the proposed project to help implement cutting edge research/emerging workforce needs that are tied to the new needs of the region.

Eligibility:

All CUNY institutions are eligible to participate.

Award Level:

$25.0M is available for award
Minimum award is $5.0M
Maximum award is $25.0M.

CUNY Apprenticeship Program

Funding Available: Up to $2 million

Purpose

The CUNY Apprenticeship Program will assist in developing pre-apprentice and registered apprenticeships in technology, healthcare, construction/trades and other high needs fields identified by the corresponding Regional Economic Development Council. In partnership with NYSDOL's Apprenticeship Office, CUNY is well-positioned to leverage resources at the community colleges to provide expertise and support to expand apprenticeships tailored to meeting workforce development needs of regionally-significant, emerging, in-demand industries and occupations that can help create stable, professional careers for the University's students.

Strategic Criteria

Proposals must:

- Provide a demonstrated ability to work in partnership with the New York State Department of Labor (NYSDOL).
- Demonstrate the ability to coordinate key regional sectors and workforce intermediaries in generating partnerships of employers.
- Promote and strengthen current apprenticeship programs in the New York City area.
- Focus on outreach, Related Instruction (RI) through non-credit and credit certificate and degree programs and hybrid and competency-based training and testing.
- Enhance activities of existing programs such as ongoing development and alignment of curricula with on-the-job-training and employer needs.
- Engage all levels of employers to secure paid registered apprenticeships in high-skilled, high demand, competitive wage occupations identified by the Regional Economic Development Council (i.e. funds are not to be used for wages).
- Proposals should consider innovative ideas for pre-apprenticeship training, including new pathways for underrepresented populations.

Coordinate submission of proposal through CUNY System Office.

Eligibility: All CUNY community colleges are eligible for an award.

Reporting: Award recipients will be expected to furnish a mid-year and final narrative report to the CUNY Central Office. Reports must include the following metrics:

- ☐ Number of students in registered apprenticeship programs
- ☐ Number of students in pre-apprenticeship programs
- ☐ Number of employers that received CUNY Apprenticeship funds

- ☐ Number of employers offering apprenticeships to your students
- Number of employers whose apprenticeship became a "registered apprenticeship" because of their partnership with CUNY

Award Level: $2.0M in total is available for awards, with an expected (4-5) awards to be made.

CUNY Next Generation Job Linkage Program

Funding Available: Up to $2 million

Purpose

Support programs, education and training for students in high job demand industries aligned with Regional Economic Development Council goals that support living wages for participants. Programs eligible for support may be included within the areas of certificate and Associate of Applied Sciences degrees.

Strategic Criteria

Programs must have a demonstrable connection to employer or industry needs that are documented through direct employer or industry feedback, an employer advisory committee, labor market data, or other forms of credible direct knowledge of the sector or workforce need.

Requests for funding may be in the following areas:

- Support for students and programs in Associate's Degree programs and credit-bearing certificate programs
- Labor market research to determine/guide program updates or additions.
- Creation or enhancement of course offerings and/or curriculum development to meet a workforce need.
- Providing applied and/or experiential learning opportunities for students in an identified sector/program that support the workforce development needs of regionally-significant, emerging, in-demand industries and occupations identified by the corresponding Regional Economic Development Council.

Coordinate submission of proposal through CUNY System Office.

Proposals should identify how programs connect with labor market trends for the NYC region, and identity any partnerships with employers or industry advisory committees.

Eligibility: All CUNY community colleges are eligible to apply.

Reporting: Award recipients will be expected to furnish a mid-year and final narrative report to the CUNY Central Office. Reports must include the following metrics:

- Number of new courses created
- Number of courses enhanced
- Number of applied learning opportunities
- Number of job/internship placements
- Impact of student academic persistence and completion

Award Level: $2.0M is available for awards.

Application Prompts:

1. Please provide a synopsis of your proposed program/initiative (100 words maximum).
2. How does your program align with the strategic criteria of the CUNY Next Generation Job Linkage Program?
3. What are the specific outcomes, goals, and/or deliverables for this initiative? How will you measure the impact of your program/initiative?
4. For new programs, provide labor market data that demonstrate the need for this program and the return on investment for students to earn this credential/degree.

   For existing programs, provide the last two years' outcomes data that demonstrate the impact of your approach.
5. Describe the role of employer partners in your program and identify established partnerships (company/organization name and year partnership began).
6. What challenges do you foresee to achieving program success and what steps will you take to mitigate those challenges?
7. Provide a budget using the FY20 Budget Worksheet

CUNY Workforce Development Training Grant/Contract Courses

Funding Available: Up to $1.9 million

Purpose

The CUNY Workforce Development Training Grant program is intended to enhance and support programs and initiatives to encourage collaborative efforts with industry to develop a highly-skilled workforce and address needs in NYC economic region particularly in the technology, healthcare, advanced manufacturing, and sustainability/resiliency industries. This program offers funding to develop specific and customized training to cohorts of students from individual employers or a consortium of employers with similar needs.

All proposals must have documented employer partners with whom the training is collaboratively built.

Strategic Criteria

- ☐ Engage in meaningful relationships with industry and work directly with employers to improve academic program alignment to key sectors.
- ☐ Proposals should reflect a mix of industry-aligned coursework and skills trainings in order to give participants hands-on, applicable skills.
- ☐ Employ a career pathways approach to connect students to work with the provision of wraparound services, retention, and/or job placement services.
- ☐ Develop partnerships with companies to create and deliver learning-related solutions to skills gaps.

Coordinate submission of proposal through the CUNY System Office.

Eligibility: All CUNY community colleges are eligible to apply.

Reporting: Award recipients will be expected to furnish a mid-year and final narrative report to the CUNY Central Office. Reports must include the following metrics:
- ☐ Number of employer partners
- ☐ Number of employees trained
- ☐ Number of contact hours

Award Level: $1.88M is available for awards in total.

Employee Training Incentive Program
Funding Available: Up to $5 million

Objective

The Employee Training Incentive Program provides refundable tax credits to New York State employers for procuring skills training that upgrades or improves the productivity of their employees. Businesses can also receive tax credits for approved internship programs that provide training in advanced technology, life sciences, software development or clean energy.

Overview

Tax credits may be awarded for costs associated with an eligible training program for current or new employees. The internship program is available for current students, recent graduates and recent members of the armed forces. Tax credits may be issued only after approved training is completed.

- Employee Training Incentive Program: a credit of 50% of eligible training costs, up to $10,000 per employee receiving eligible training.
- Internship Program: a credit of 50% of the stipend paid to an intern, up to $3,000 per intern.

Eligibility

A business entity must submit an initial application for approval prior to procuring eligible training or retaining interns. Applicants must demonstrate that the training provider has suitable experience and expertise specific to the training for which assistance is being sought.

Employee Skills Training

Businesses must make a significant capital investment resulting in a benefit-cost ratio of at least 10:1 in relation to the eligible training project. Businesses must operate predominantly in a strategic industry based upon the following criteria:

- Potential to create jobs in an economically distressed area
- Shortages of workers trained to work in that industry
- Ability and need to relocate to another state to find qualified workers
- Potential to recruit minorities and women to be trained to work in an industry where they are traditionally underrepresented
- Recent technological advances have created disruption in the industry and significant capital investment is needed to remain competitive

Internship Program

An eligible internship program must provide training in advanced technology, life sciences, software development or clean energy.

Advanced technology means the research, development and manufacturing of goods and their applications in the areas of advanced materials and processing technologies, integrated electronics, optics, biotechnology, information and communication technologies, automation and robotics, electronics packaging, imaging technology, remanufacturing, and other such areas as the commissioner shall determine.

Life Sciences means agricultural biotechnology, biogenetics, bioinformatics, biomedical engineering, biopharmaceuticals, academic medical centers, biotechnology, chemical synthesis, chemistry technology, medical diagnostics, genomics, medical image analysis, marine biology, medical devices, medical nanotechnology, natural product pharmaceuticals, proteomics, regenerative medicine, RNA interference, stem cell research, medical and neurological clinical trials, health robotics and veterinary science.

Software development means firms engaged in the creation of coded computer instruction.

Clean energy means sources of energy which are capable of being continually restored by natural or other means or are so large as to be useable for centuries without significant depletion and include but are not limited to solar, wind, plant and forest products, wastes, tidal, hydro, geothermal, deuterium, and hydrogen. Fossil fuels are excluded.

Training can be provided by the business or by an approved provider and can be provided to interns who have not previously participated in an eligible internship program, and who are not current or former employees of the business. The business entity must have fewer than 100 employees, and interns cannot comprise more than 50% of the workforce, or displace regular employees. Participation in the internship program cannot last longer than 12 months.

Ineligible Activities/Industries

Training designed to train or upgrade skills as required by a federal or state entity, training that may result in the awarding of a license or certificate required by law in order to perform a job function, and culturally focused training are not eligible for tax credits under the program.

The following types of businesses are also prohibited from participating in the program:

☐ Accounting firms

- Businesses engaged in the generation or distribution of electricity, the distribution of natural gas, or the production of steam associated with the generation of electricity
- Businesses providing business administrative or support services
- Businesses providing personal services
- Businesses providing utilities
- Finance and financial services retail and wholesale businesses
- Hospitality
- Law firms
- Medical or dental practices
- Real estate brokers
- Real estate management companies
- Restaurants

NYS Department of Labor – Workforce Development Initiatives Program

Funding Available: Up to $25 million

Description

The Workforce Development Initiatives Program makes up to $25 million available to award grants on an ongoing basis to provide occupational skills training commensurate with Regional Economic Development Council (REDC) priorities to: existing employees; newly hired employees; and/or underemployed/unemployed individuals (to qualify them for full-time (35-hours per week or more) or part-time employment or a higher level of employment).

Occupational skills training is defined as instruction conducted in an institutional or worksite setting designed to provide individuals with the skills required to perform a specific job or group of jobs needed by a business.

Eligible Project Type Descriptions

There are three program types under the NYS Department of Labor Workforce Development Initiatives Program:
1. Existing Employee Training (EET) Program;
2. New Hire Training (NHT) Program; and
3. Unemployed/Underemployed Worker Training (UWT) Program.

1. Existing Employee Training Program – up to $10 million

The Existing Employee Training (EET) Program provides funding to train businesses' existing employees who are currently employed in low or middle-skills occupations.

Middle-skills occupations are defined as those requiring a level of preparation to work in that occupation that includes post-secondary education and training beyond high school but less than a bachelor's degree. The postsecondary education and/or training may include an associate's degree, vocational certificates, significant on-the-job training, previous work experience, or some college.

The position(s) targeted for training must exist and be identified at the time the application is submitted.

Part-time employees are eligible for training under this grant if they have a permanent, year-round attachment to the applicant. Temporary employees, seasonal employees, public (federal, state, county, municipal, public authority and public benefit corporation) employees and volunteers are not eligible for training under the EET Program.

Allowable costs under the EET program include the following:

- The costs of outside vendors or in-house trainers to provide on-site or off-site classroom training. Training provided by in-house staff may not be billed at a per trainee rate. The EET Program will only reimburse the actual hourly wage rate (salary only, no fringe benefits) of the in-house trainer. Training by in-house staff must be for a minimum of two trainees per course.
- Textbooks or training materials directly associated with the training.
- Distance learning fees (i.e., the fee for the training slot and software required to deliver the program of training). The EET program will not pay for the cost of any hardware that may need to be purchased in order to access the instruction.
- Credentialing exam fees.

2. New Hire Training Program – up to $6 million

The New Hire Training (NHT) Program awards funding to train employees upon being hired, who require on-the-job training in specific occupational skills. Applicants are eligible to receive reimbursement for up to 75% of the newly hired employee's wages (depending on size of business) for a period of time appropriate for the employee to become proficient in the occupation skill, but not to exceed one year (maximum award period). A newly hired worker under this NHT RFA must have been hired as an employee of the Applicant business within six (6) months of the start of the training.

Additional NHT Program requirements include the following:

- The training must apply to a job opportunity for full-time employment (defined as 35 hours or more per week) in New York State paying at least the NYS minimum wage, with an emphasis on higher wages. Wage calculations to determine NHT Program reimbursement may not include payment for holiday or overtime hours worked.
- The training must occur on-the-job while the trainee is engaged in productive work.
- The new hires must be employees of the applicant, and not independent contractors or contract employees.
- Eligible applicants may only apply for one NHT Program grant under this solicitation, not one per location.
- The applicant may not apply for seasonal positions or positions based on the addition of commission or tips to a sub-minimum wage base salary.
- The hiring business must be willing to assure that:
  - The intention in hiring is for the newly hired employee to remain employed with the business at the same or higher rate of pay upon completion of the training.
  - The training will take place during the newly hired employee's work hours (i.e., during the shift/hours for which the worker was hired) and the employee will be compensated at no less than their normal rate of pay.

- No currently employed worker shall be displaced by the newly hired employee, including a partial displacement such as a reduction in the hours, wages, or employment benefits.
- Training is in compliance with New York State labor law and federal law for the protection of workers.

Additional points in scoring will be given to applications that train unemployed/underemployed individuals in priority populations, which include but are not limited to: veterans, individuals with disabilities, formerly incarcerated individuals, long-term unemployed, and TANF and SNAP recipients. The complete list of priority populations under this program is available on the NYSDOL website: https://www.labor.ny.gov/cfa/CFA-WDI-DPP-Determining-Priority-Populations.pdf.

3. Unemployed/Underemployed Worker Training Program – up to $9 million

The Unemployed/Underemployed Worker Training (UWT) Program awards funding for occupational skills training to unemployed/underemployed workers to qualify them for: full-time employment (35-hours per week or more); part-time employment; and/or a higher level of employment.

Additional points in scoring will be given to applications that train unemployed/underemployed individuals in priority populations, which include but are not limited to: veterans, individuals with disabilities, formerly incarcerated individuals, long-term unemployed, and TANF and SNAP recipients. The complete list of priority populations under this program is available on the NYSDOL website: https://www.labor.ny.gov/cfa/CFA-WDI-DPP-Determining-Priority-Populations.pdf.

Applicants must demonstrate a commitment from business(es) to interview individuals who successfully complete the training.

Allowable costs under this program include:

- The cost of providing occupational skills training course(s) as a tuition rate;
- Credentialing exam fees;
- Textbooks or training materials directly associated with the training;
- Software required to deliver the program of training;
- Distance learning fees (i.e., the fee for the training slot and software required to deliver the program of training). This program will not pay for the cost of any hardware that may need to be purchased in order to access the instruction; and
- Supportive services for trainees which may include: miscellaneous participant expenses; incentives for reaching benchmarks; payments for transportation, child care, housing, and dependent care.

Eligible Applicants

EET Program and NHT Program

- For-profit entities, including corporations, LLCs, LLPs, etc. with two or more employees or the equivalent of two full-time employees; or
- Not-for-profit entities with two or more employees or the equivalent of two or more full-time employees.

UWT Program

- For-profit entities, including corporations, LLCs, LLPs, etc. with two or more employees or the equivalent of two full-time employees;
- Not-for-profit entities with two or more employees or the equivalent of two or more full-time employees;
- Municipalities with two or more employees or the equivalent of two full-time employees; and
- Educational institutions, including colleges and universities, with two or more employees or the equivalent of two full-time employees.

Note that:

- Unincorporated Local Workforce Development Boards (LWDBs) must designate the local area's WIOA Grant Recipient or Fiscal Agent as the official grantee for any award under this offering.
- Training should be provided by the training providers on the Eligible Training Provider List, but this is not a requirement.
- Eligible applicants are allowed (i.e., have authority) to enter into contracts with institutions of higher education, such as community colleges, or other eligible training providers to facilitate the training of multiple individuals in high-demand occupations.
- LWDBs cannot deliver training directly with these WIOA funds.

Method of Selection

The method of selection will be based on a point system, with the program design worth 80% of the total score and program cost worth 20% of the total score. Applications will be reviewed in the order they are received. Each application will be scored on its individual merit and will not be compared to other applications. Successful applicants will be awarded until the funds allocated to the program have been exhausted. Eligible applications that fail to attain the total score necessary for award will be notified and are eligible to revise their applications and reapply, if sufficient time and funding remain.

Grants Gateway Process

In keeping with the Governor's promise to reform the State's grant contracting process, New York State established a standardized statewide grant contracting system called the Grants Gateway, which is designed to facilitate prompt contracting.

- **All applicants** are required to register in this system in order to be able to enter into a contract with New York State. All entities must log-in to the Grants Gateway website at https://grantsgateway.ny.gov and follow the instructions to complete the registration. The registration form must be signed, notarized and mailed to Gateway Administrators. Plan accordingly to avoid potential delays in applying for upcoming grant opportunities.
- **Non-governmental not-for-profit organizations** must take the additional step of prequalifying by completing a basic profile and storing organizational documents. Both registration and prequalification must be completed by not-for-profit organizations before application submission. Failure to do so will mean that their applications will not be reviewed. Not-for-profit organizations will be able to submit their responses online, and, once reviewed and approved by a state agency prequalification specialist, the not-for-profit organization will be able to complete the application process, and all information will be stored in a virtual, secured vault. Not-for-profit organizations must keep their information current throughout the three-year period, including uploading annual documents (990, etc.).

For additional information on registration and prequalification, please log on to the Grants Gateway web site at https://grantsgateway.ny.gov and/or the Grants Reform Website at www.grantsreform.ny.gov.

Award, Conditions & Requirements

Awards

EET Program

- Awards may not exceed $100,000 for applicants with 2-50 employees; $200,000 for applicants with 51-100 employees; or $300,000 for applicants with 101 or more employees.

NHT Program

- Awards may not exceed $100,000 per applicant.

UWT Program

- Awards may not exceed $200,000 per applicant.

Eligible applicants may apply for funding under one or more of these programs, however the funds awarded cannot be combined for use on the same trainees.

Contracts

The start date for all contracts resulting from this solicitation may be no earlier than the date of the award letter issued by NYSDOL and no later than six months after the date of the award letter. Any training that begins or is paid for prior to the contract start date will fall outside the contract period and be ineligible for reimbursement. Additionally, any training provided after the contract end date will also fall outside the contract period and will be ineligible for reimbursement.

Contracts resulting from this solicitation will be awarded for a period of up to one year. Applicants must include only the training opportunities that can be reasonably accomplished within a one-year time period. Only private or public not-for-profit organizations and LWDBs funded under the UWT Programs and private not-for-profit organizations under the EET program will be eligible for a cash advance of up to 25% upon contract execution at the sole discretion of NYSDOL and subject to the availability of funds appropriated and available for contracts entered into pursuant to this solicitation. Any award must be expended on program activities in New York State.

Once a contract is developed and formally executed, the successful applicant will be considered a NYSDOL Contractor. Funds will be released to the Contractor on a cost reimbursement basis. This means that a Contractor must first pay the expenses and then submit a voucher to NYSDOL for reimbursement. Vouchers must be submitted to NYSDOL on the prescribed forms before payment is made. For cost reimbursements to be approved, certain records must be kept and specific documents submitted.

Contact / Additional Program Information:

The contact for this program is Juie Deo, New York State Department of Labor, Division of Employment and Workforce Solutions, State Office Campus, Building # 12, Room # 440, Albany, New York, 12240, (518) 457-1856.

Applicants may submit questions via electronic mail (CFA@labor.ny.gov). No telephone inquiries will be accepted. All inquiries should reference "CFA Question" in the Subject line. Answers to all questions will be posted on NYSDOL's website (http://labor.ny.gov/businessservices/funding.shtm) on an ongoing basis.

The full Request for Applications (RFAs) and any related questions and answers are available on NYSDOL's web site at http://www.labor.ny.gov/businessservices/funding.shtm and at http://labor.ny.gov/cfa/index.shtm.

The New York State Department of Labor is an Equal Opportunity Employer. Auxiliary aids and services are available upon to individuals with disabilities.

Pay for Success Program

Funding Available: Up to $51 million

Description

The Pay for Success (PFS) Program makes available up to $51 million in funding to award grants, on a competitive basis commensurate with Regional Economic Development Council (REDC) priorities, to provide job linkage, training, and/or employment services to individuals. Funding will be provided to the entity providing the training or employing an individual upon certification that predetermined milestones of performance were met and certified by the Office for Workforce Development.

Preference will be given to proposals that provide services to individuals in priority populations, which include but are not limited to: veterans, individuals with disabilities, formerly incarcerated individuals, long-term unemployed, and recipients of Temporary Assistance and Supplemental Nutrition Assistance Program (SNAP). The complete list of priority populations under this program is presented in an Attachment of the solicitation.

The method of selection will be based on a two-phase selection process that includes recommendations by the REDCs and a final determination by an interagency committee.

Eligible Applicants

- Training providers with two or more employees, or the equivalent of two or more full-time employees.
- Organizations, nonprofits, and local governments that have the capacity to manage transformative workforce projects in the region.
- Business enterprises operating in New York State or planning to operate in the State.
- All eligible applicants will have a demonstrated record of securing employment for clients and program participants.

Pay for Success Projects

- ☐ Applicants should propose projects that connect job seekers to employment and provide training, educational, or other services to job seekers with the ultimate outcome of employment for the job seeker.
- ☐ Proposals will identify the types of services that will be provided to ensure positive outcomes.
- ☐ Successful outcomes must have attaining employment and job retention for at least six months as the primary criteria.

- Applicants must demonstrate that they have funds on hand to support the project through the end of the initial milestone that is agreed to between the funder and the application.
- Contracts will be for the length of one year, with the possibility of extension as appropriate and if performance measures are being met.
- Receipt of the full award is contingent upon demonstrating the successful completion of all predetermined performance targets. If the awardee is unable to demonstrate the required results, for each target, some or all the funds may be withheld. Funds may be provided incrementally with the risk of recapture at the various pre-determined milestones, provided that the ultimate milestone must be the achievement and/or maintenance of employment for the individual.

In keeping with the Governor's promise to reform the State's grant contracting process, New York State established a standardized statewide grant contracting system called the Grants Gateway, which is designed to facilitate prompt contracting.

- All applicants are required to register in this system in order to be able to enter into a contract with New York State. All entities must log-in to the Grants Gateway website at https://grantsgateway.ny.gov and follow the instructions to complete the registration. The registration form must be signed, notarized and mailed to Gateway Administrators. Plan accordingly to avoid potential delays in applying for upcoming grant opportunities.
- Private not-for-profit organizations must take the additional step of prequalifying by completing a basic profile and storing organizational documents. Both registration and prequalification must be completed by private not-for-profit organizations before the contract execution of successful applicants. Failure to do so will mean that their contracts will not be executed. Private not-for-profit organizations will be able to submit their responses online, and, once reviewed and approved by a state agency prequalification specialist, the private not-for-profit organization will be able to complete the contracting process, and all information will be stored in a virtual, secured vault. Private not-for-profit organizations must keep their information current throughout the three-year period, including uploading annual documents (990, etc).

For additional information on registration and prequalification, please log on to the Grants Gateway web site at https://grantsgateway.ny.gov and/or the Grants Reform Website at www.grantsreform.ny.gov.

Award, conditions & requirements

Matching Fund Requirements

The PFS Programs does not have match requirements, but leveraged funds will looked at favorably during the evaluation process.

Contracts

Contracts resulting from this solicitation will be awarded for a period of up to two years. Any award must be expended on program activities in New York State.

Workforce Training: Building Operations & Maintenance

Funding Available: Up to $10 million

Description

NYSERDA's Building Operations and Maintenance Workforce Development and Training Program seeks to reduce energy use, associated carbon emissions, and building operations costs by enhancing the skills of operations and maintenance staff and managers across the State. The Program provides employers and building owners with support to implement workforce development and training projects that create the talent development strategy, corporate culture, on-site training framework, and training tools needed to support building operations and maintenance workers beyond classroom training. NYSERDA will support eligible projects by providing funding for activities such as, but not limited to, on-site training laboratories, curriculum development, career pathways training, coaching/mentorships, apprenticeships, internships, training trainers within a company, and partnerships with manufacturers. Projects submitted to this program should be designed to help employers build upon their employees' technical skills and reduce facility energy use, while realizing other corporate benefits such as reduced equipment downtimes, increased occupant comfort, reduced occupant complaints and tenant turnover, increased numbers of staff with national certifications, and opportunities for promotion and career advancement.

This program targets the operations and maintenance workforce employed in the following building types: multifamily housing, office buildings, retail, colleges and universities, hospitals and health care facilities, State and local governments, not-for-profit and private institutions, industrial facilities, and public and private K-12 schools. Other building types will be evaluated on a case-by-case basis. Eligible participants include facilities that are New York State electricity customers of a participating utility company and are paying into the System Benefits Charge (SBC)/Clean Energy Fund (CEF). While a training organization may be the lead proposer, it must partner with a specified entity employing building operations and maintenance workers. Proposals must impact staff working in buildings or groups of buildings, including partnerships of businesses with common training needs and skills gaps that have total annual energy expenditures of $1 million or more. Building operations and maintenance occupations or job titles that are targeted for hands-on and on-site training under this program may include, but are not limited to, the following: facilities and property managers; operating and stationary engineers; technicians; building superintendents; maintenance workers; mechanics and supervisors; electricians; HVAC technicians; procurement staff; facility coordinators; and energy/sustainability managers. Potential cost reduction and efficiency improvements achieved through training could target, but are not limited to HVAC systems and controls; building envelope; mechanical systems; building diagnostics; pneumatic systems and controls; building set points and temperature standards; and lighting and lighting controls, motors, etc.

NYSERDA will provide cost share of up to 50% with a cap of $400,000 per application.

Contact

- Angela Datri
  (518) 862-1090, Ext. 3515

- Adele Ferranti
  (518) 862-1090, Ext. 3206