



New York State Department of Labor Consolidated Funding Application

Workforce Development Request for Proposals

Overview

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Funding Opportunities

The New York State Department of Labor (NYSDOL) participated in the first three rounds of the Consolidated Funding Application (CFA):

- Round 1 – \$3.7M with 107 applications awarded.
- Round 2 – \$5.5M with 85 applications awarded.
- Round 3 – \$5.1M with 85 applications awarded.

NYSDOL anticipates making \$5M available in Round 4 through three programs:

1. Existing Employee Training Program.
2. New Hire Training Program.
3. Unemployed Worker Training Program.

Eligibility and Funding

- Funding is to support lay-off aversion.
- Eligible applicants are private for-profit businesses, private not-for-profit businesses, and training providers with two or more employees
- Applicants may apply for funding for one or any combination of the three programs.
- \$100,000 is maximum amount an applicant can be awarded.
- The actual per trainee cost cannot exceed \$5,000.

Existing Employee Training Program

Provides funding to businesses for training existing employees who are at risk of being laid off without additional training.

Eligible Trainees

- Trainees must be employees at the time of application.
- Public employees are not eligible to be trained.

Allowable Training and Costs

- Short-term occupational skill training of existing employees.
- Outside vendors or in-house staff who will provide classroom training.
- Textbooks or training materials.
- Reimbursement for the hourly wage rate of in-house trainer(s).
- Distance learning fees.

New Hire Training Program

Provides businesses funding for on-the-job training of newly hired long-term unemployed workers.

Eligible Trainees

- Individuals unemployed more than 20 weeks who are hired and become employees.
- Training must apply to a job opportunity for full-time employment (35 hours or more per week) in NYS paying a minimum of \$10/hour.

Allowable Training & Costs

- Training of eligible workers who need training for their job responsibilities immediately after hire.
- Reimbursement for up to 50% of the employee's wages, excluding fringe benefits, for the training period (maximum of 6 months).

Unemployed Worker Training Program

Funding for up to one year of occupational skills training to long-term unemployed workers to prepare them for full-time jobs (35 hours per week or more) in the region.

Eligible Trainees

- Individuals unemployed more than 20 weeks, as long as the number of trainees does not exceed the number of potential full-time job openings available.

Allowable Training & Costs

- Skills training provided there is a specific business commitment to interview and consider trainees for employment.
- Textbooks, software, or materials directly linked with training.

Application Scoring

Technical Merit Scoring - 60 points

- **Vision** – Description of the need for the training.
- **Process** – Justification of the need for training based on poverty, unemployment, literacy and education levels of the county in which the training will take place.
- **Strategies** – Occupational skills acquired and demand for the skills.
- **Implementation** – Timelines, roles and responsibilities for implementing the proposed training.
- **Leveraged Resources** – In-kind or matching funds preferred.
- **Outcomes** – employment, retention, wages and credentials earned.

Application Scoring

Cost - 20 points

- How the cost per person compares to other applications submitted under the same NYSDOL program.

Regional Economic Development Council (REDC) - 20 points

- How well the proposed project aligns with the priorities for the region.

Tips for Applicants

- Carefully read the Request for Proposals (RFP). It is attached to the application, and is only 12 pages long.
- Answer all of the questions in the application.
- Complete all the required attachments and upload them to the application as instructed.
- The CFA cut-off deadline is firm. Past rounds experienced heavy volume in the last few days resulting in transmission errors. Therefore, do not wait until the last few days of availability to enter the application into the CFA portal.

Tips for Applicants

- Attend a regional meeting. There are multiple opportunities in each region to hear presentations from all of the participating State agencies and to ask questions.
- Grants Gateway is a statewide system developed to facilitate prompt contracting.
 - For-profit applicants must be registered in the system in order to enter into a contract with New York State.
 - Not-for-profit applicants must register and go through a prequalification process. This required process must be completed no later than the application deadline (June 16th), or the application cannot be scored.

Round 4 Timeline

- CFA Round 4 Release Date – May 1, 2014.
- Deadline for CFA Questions – June 6, 2014
- CFA Applications Due – June 16, 2014, 4:00 PM.
- Projected Date of Notification of Award – Fall 2014.



**The End.
Thank you!**