NEW YORK STATE OF OPPORTUNITY. | Department of Labor

Consolidated Funding Application

Workforce Development
Request for Proposals
Special Populations Training Program

May 4, 2015

Programs

The New York State Department of Labor (NYSDOL) is making four programs available in Round 5 of the Consolidated Funding Application (CFA):

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

Funding

- $5 million has been allocated to fund the four programs
- Applicants may apply for funding under one, two, three or all four of the NYSDOL programs
- $100,000 is the maximum amount an applicant can be awarded
- $5,000 is the maximum cost per trainee

Special Populations Training Program

- Funding for up to one year of occupational skills training to unemployed workers in special populations to prepare them for full time employment (35 or more hours per week) in the region.
- Eligible applicants are private sector for-profit and not-for-profit businesses, local workforce investment boards, and training providers, with two or more employees.
- Eligible trainees are unemployed workers in special populations. Individuals in special populations are those who have barriers to employment.

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Eligible Participants

WIOA defines individuals with barriers to employment as a member of one or more of the following populations:

- Displaced homemakers,
- Low income individuals,
- Native Americans,
- Individuals with disabilities,
- Older individuals,
- Ex-offenders,
- Homeless individuals or homeless youth,

Eligible Participants (continued)

- Youth who are in or have aged out of the foster care system,
- Individuals who are English language learners,
- Individuals who have low levels of literacy,
- Individuals facing substantial cultural barriers,
- Migrant and seasonal farmworkers,
- Individuals within 2 years of exhausting lifetime eligibility for Temporary Assistance for Needy Families (TANF), and
- Single parents (including single pregnant women).

Allowable Training and Costs

Skills training – provided there is a specific business commitment to interview and consider trainees for employment.

Textbooks or training materials.

Credentialing exam fees.

Application Scoring

Technical Merit – 60 points

•Vision – Description of the need for the training.

•Process – Justification of the need based on poverty, unemployment, literacy and education levels of the county in which the project is located.

•Strategies – Occupational skills to be acquired and the demand for those skills.

•Implementation – Timelines, roles and responsibilities for implementing the proposed training.

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Application Scoring

Technical Merit (continued)

•Leveraged Resources – In-kind or matching funds.

•Outcomes – Employment/retention, wages, and credentials earned.

•NY Rising – Identification of projects that are included in a NY Rising Community Reconstruction Program Plan or a NY Rising Countywide Resiliency Plan.

•Opportunity Agenda – Identification of projects that build the workforce in areas designated in the Opportunity Agenda and Strategic Plan.

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Application Scoring

Cost – 20 points
How the cost per person compares to other applications submitted under the same NYSDOL program.

Applications will also be subdivided with the SPT program according to the overall skill level (low, medium, high) of the occupations involved. Applications will be scored for program costs separately for each skill level so that “like” applications are compared.

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Application Scoring

Regional Economic Development Council – 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 totals approximately 15 pages in length.
- Answer all of the questions in the application.
- Complete all of the required attachments and upload them to the application as instructed.
- Apply by the deadline. The CFA cutoff is firm. Past rounds experienced heavy volume in the last few days resulting in system slowdowns and occasional transmission errors. Therefore, do not wait until the last few days of availability to enter the application into the CFA portal.

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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.
- Register in Grants Gateway. 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. Prequalification must be completed by the application deadline of July 31st or the application cannot be reviewed.

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Round 5 Timeline

- CFA round 5 release date – May 1, 2015
- Deadline for CFA questions – July 22, 2015
- Final posting of answers to questions – July 24, 2015
- CFA applications due – July 31, 2015, 4:00 PM
- Projected date of award notifications – Fall 2015

Online Resources

To register to start an application or to log-in to an established application, visit the Welcome Page at https://apps.cio.ny.gov/apps/cfa/.

To access information about available resources from all participating agencies, guidance on completing the application, and schedules for regional workshops, visit the Regional Economic Development Council web site at http://regionalcouncils.ny.gov/.

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Questions

Send questions by email to labor.sm.dews.cfa@labor.ny.gov.

Answers to questions will be posted online for all applicants at http://www.labor.ny.gov/CFA/ and http://www.labor.ny.gov/businessservices/funding.shtm.

Thank you!