U.S. DEPARTMENT OF LABOR
Employment and Training Administration

NOTICE OF AVAILABILITY OF FUNDS AND FUNDING OPPORTUNITY ANNOUNCEMENT FOR: Growth Opportunities - Rounds 4 and 5

ANNOUNCEMENT TYPE: Initial

FUNDING OPPORTUNITY NUMBER: FOA-ETA-24-06

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER: 17.270

KEY DATES: *The closing date for receipt of applications under this Announcement is 04/02/2024. We must receive applications no later than* **11:59 pm Eastern Time.**

Submit all applications in response to this solicitation through https://www.grants.gov. For complete application and submission information, including online application instructions, please refer to Section IV.

This FOA has two closing dates. We must receive your application by 4/2/2024 to be considered for Round 4. Pending the availability of funding, on 7/1/2024, this FOA will be re-posted on grants.gov and will be open until 10/15/2024 for Round 5. To be considered for Round 5, we must receive your application between 7/1/2024 and 10/15/2024.

A pre-recorded Prospective Applicant Webinar will be available by February 16, 2024 at: https://www.dol.gov/agencies/eta/grants/apply/find-opportunities. Although not required, applicants are encouraged to watch the pre-recorded webinar.

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EXECUTIVE SUMMARY

The Employment and Training Administration (ETA), U.S. Department of Labor (DOL, or the Department, or we), announces the availability of approximately $40,000,000 in grant funds authorized by the Consolidated Appropriations Act, 2023, P.L. 117-328 for Program Year 2023 (July 1, 2023 through June 30, 2024)..

Additionally, we expect to use this funding opportunity announcement when we announce the availability of Round 5 grants, pending the availability of future funding.

This program prepares justice-involved youth and young adults for employment through education and training, paid work experiences, mentorship, and leadership development, and contributes to community violence intervention among youth and young adults. Eligible applicants include nonprofit organizations, local and regional government entities, federally recognized Indian and Tribal governments, and independent school districts. The funding range for grant awards is approximately $2-5.1 million.

I. FUNDING OPPORTUNITY DESCRIPTION

A. PROGRAM PURPOSE

This Announcement solicits applications for the **Growth Opportunities program.**

The purpose of this program is to introduce and prepare justice-involved youth and young adults for the world of work, and on a path to equitable career opportunities, through placement into paid work experiences. In addition to paid work experiences, the program encompasses occupational education and training in in-demand industries, leadership development, a mentorship component, and post-work experience placement into unsubsidized employment and/or education. These grants focus on youth and young adults most impacted by community violence to advance equity, particularly in areas of concentrated crime and poverty as well as communities that have recently experienced significant unrest. This program contributes to the Department's Youth Employment Works strategy that sets a clear vision to support youth and young adult employment and workforce development. This program also aligns to the Biden-Harris Administration's comprehensive strategy to combat gun violence and other violent crime, in part, with preventative measures that are proven to reduce violent crime and support public safety and community well-being. The goals of the grant are to:

- Help youth and young adults to increase their conflict resolution skills and develop strategies to prevent and avoid violence.
- Introduce and prepare youth for the world of work.
- Help youth identify career interests, attain relevant skills and gain work experience.
- Provide income to youth, to start them on the path of earning living wages and obtaining high quality jobs and careers.

Grants will be awarded to organizations that can serve as the lead applicant for a group of service providers, and have overall fiscal and administrative responsibility of a resultant grant. Eligibility information, including required partnerships, is further outlined in Section III.

B. PROGRAM AUTHORITY

This Growth Opportunities FOA is authorized under the Consolidated Appropriations Act, 2023, P.L. 117-328, which appropriates funds for Reentry Employment Opportunities (REO) grants under Section 169 of the Workforce Innovation and Opportunity Act (WIOA). The Round 5 competition for funding under this program is tentative pending availability of FY 2024 appropriations.

II. AWARD INFORMATION

A. AWARD TYPE AND AMOUNT

Funding will be provided in the form of a grant.

Across both rounds of funding, we expect availability of approximately $85,000,000 to fund approximately 28 grants. Awards made under this Announcement are subject to the availability of federal funds.

Direct applicants may apply for up to $2,000,000 in funding, and intermediary applicants may apply for up to $5,100,000. Section III.A Eligible Applicants defines these two applicant types.

Pending availability of funds, we intend to use this same FOA to make grant awards for the Growth Opportunities program in two competitive rounds, Rounds 4 and 5.

	Anticipated Funding Available	Anticipated Number of Awards	Award Ceiling & Eligible Applicant Types
Round 4	$40,000,000	12	• $2,000,000 – Direct Applicants • $5,100,000 – Intermediary Applicants
Round 5	$45,000,000	16	• $2,000,000 – Direct Applicants • $5,100,000 – Intermediary Applicants

Applications for each round should be prepared and submitted following the requirements and processes outlined in this FOA. Subject to receiving applications of sufficient quality, ETA intends for approximately 20 percent of Rounds 4 and 5 funds to be awarded to applicants that have not received a previous Reentry Employment Opportunities grant.

Applications from Direct Applicants or Intermediary Applicants that apply in Round 4 but do not receive funding may also choose to submit an application for Round 5. These are two separate competitions and to be considered for Round 5, all applicants must submit an application specifically for Round 5 between 7/1/2024 and 10/15/2024.

DOL intends to award at least 75 percent of Round 4 and 66 percent of Round 5 available grant funds to intermediary applicants.

All awards made under this Announcement are subject to the availability of federal funds. In the event that additional funds become available, we reserve the right in each round to use such funds to select additional grantees from applications submitted in response to this Announcement.

Pending availability of funds, satisfactory progress, and Administration priorities, ETA may consider holding a limited competition among awarded GO grantees for additional funds to provide continued follow-up services (up to 24-months), including mentorship and conflict resolution, and supportive services to participants enrolled during the original period of performance; to enroll and provide services to new participants; and to continue performance measurement.

B. PERIOD OF PERFORMANCE

The period of performance is 42 months with an anticipated start date of 07/01/2024. This performance period includes all necessary implementation and start-up activities.

The period of performance and start date mentioned above is for the Round 4. Round 5 will also have a 42-month period of performance with an estimated start date of 02/01/2025. For both rounds, the period of performance includes a planning period and implementation activities.

III. ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

The following organizations are eligible to apply:

- County governments
- City or township governments
- Special district governments
- Independent school districts
- Native American tribal governments (Federally recognized)
- Native American tribal organizations (other than Federally recognized tribal governments)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education

Among eligible applicants listed above, the applicant agency or organization must also choose to submit its application in just one of two FOA applicant categories, direct or intermediary, and meet the eligibility requirements below.

(1) Applicant Types

This FOA distinguishes between two applicant types—direct and intermediary. Carefully consider the requirements below and apply under the appropriate category; and make certain to

respond to the application instructions (project narrative, evaluation criteria, and attachments) that correspond to your category.

   i. **Direct applicants** must be an eligible organization listed above and deliver direct services to all enrolled participants. Direct applicants must have partnerships with other organizations. See below for details on required partnerships.

   ii. **Intermediary applicants (intermediaries)** must be an eligible organization listed above with a national or regional scope, and they must support the delivery of direct services by their sub-grantees. Intermediary applicants must facilitate the replication of best practices across multiple sub-grantees, and provide sub-grantees with administrative and fiscal support or management to ensure compliance with DOL requirements. Intermediaries must, in their proposal, identify sub-grantees (which may be affiliates or local offices) across three or more non-contiguous metropolitan areas or rural regions, which must be spread across at least two states. Additionally, intermediaries or their sub-grantees must have a distinct justice system partner in each of the three metropolitan areas (see below for more details).

(2) Partnerships

Mandatory Partnerships

Direct and intermediary applicants must demonstrate active involvement of the mandatory partners by providing signed documentation of commitments from the mandatory partners, such as a Memorandum of Understanding (MOU) or Letter of Commitment (LOC) signed by an authorizing agent of the partner organization that describes the roles of the partners toward achieving grant objectives. If there is not a MOU or LOC from each of the required partners, the application will be considered non-responsive and will not be reviewed. Additionally, if an intermediary applicant's partnerships are between its subgrantees and the partners (as described in Section III.A.2.ii), and the required written commitment for any of the Mandatory Partnerships (Violence Prevention, Justice System, Employer) does not name the appropriate sub-grantee as a party to the agreement, the application will be considered non-responsive and will not move on to the merit review process. Applicants must identify, and provide a written commitment from the following mandatory partners for this project:

   i. **Violence Prevention or Intervention** partner is defined as an individual or organization with significant experience in delivering culturally competent outreach to individuals with a high risk of committing violence (and/or becoming a victim) to interrupt the cycle of violence. The Violence Prevention partner must be familiar with and respected by individuals at a high risk of violence, and work in partnership with a justice system office. Examples include: violence interrupters; hospital intervention programs; local clergy or faith-based organizations; and individuals or organizations with established violence-prevention programs.

   ii. **Justice System** partner is defined as a regional or local government partner that agrees to collaborate with the Violence Prevention partner; for example, to assist with referral of high-risk individuals to the program, share documents or data, including risk assessments, with participant consent where appropriate. Examples include: Police, Sheriffs, District Attorneys, Community Corrections, Courts and Public Defenders.

   iii. **Employer/Industry partners** are defined as businesses, industry partners, labor unions, or other organizations (public, private or nonprofit) that commit to serve as work

experience sites or facilitate participant placement at their affiliates' worksites. At minimum, applicants must engage these partners on how they will work to ensure the work experiences provided are consistent with The Good Jobs Principles, a shared vision of job quality published by the Departments of Labor and Commerce.

iv. **Sub-grantees** (applicable to intermediary applicants only) are defined as the organizations (which may be affiliates or local offices of the intermediary organization) that will deliver direct career services to participants on behalf of the intermediary applicant. Sub-grantees can serve multiple regions and may also serve as a required partner.

For intermediary applicants, the required MOUs or LOCs for Mandatory Partnerships i-iii may be between sub-grantees and partners. MOUs or LOCs between intermediary applicants and mandatory partners must name a sub-grantee as party to the agreement, and explain the sub-grantee's responsibilities, if any.

Recommended Partnerships

Grantees are encouraged to collaborate with agencies and businesses besides the mandatory partners to leverage resources and deliver holistic and wrap-around services, such as a local Workforce Development Board. Applicants should identify organizations who will support program goals with job placement opportunities, workforce services, social services, childcare, transportation, housing, mentorship, addiction treatment, and mental health treatment for participants. Applicants are encouraged to provide written commitments from recommended partners.

B. COST SHARING OR MATCHING

This program does not require cost sharing or matching funds. Including such funds is not one of the application screening criteria and applications that include any form of cost sharing or match will not receive additional consideration during the review process. Instead, the agency considers any resources contributed to the project beyond the funds provided by the agency as leveraged resources. Section IV.B.2 provides more information on leveraged resources.

C. OTHER INFORMATION

1. Application Screening Criteria

You should use the checklist below as a guide when preparing your application package to ensure that the application has met all of the screening criteria. Note that this checklist is only an aid for applicants and should not be included in the application package. We urge you to use this checklist to ensure that your application contains all required items. If your application does not meet all of the screening criteria, it will not move forward through the merit review process.

Application Requirement	Instructions	Complete?
The deadline submission requirements are met	**Section IV.C**	
Eligibility	**Section III.A**	

The components of the application are saved in any of the specified formats and are not corrupt. (*We will attempt to open the document, but will not take any additional measures in the event of problems with opening.*)	**Section IV.C.2**	
Application federal funds request does not exceed the applicable ceiling amount, $2,000,000 for direct applicants and $5,100,000 for intermediary applicants	**Section II.A**	
SAM Registration	**Section IV.B.1**	
SF-424, Application for Federal Assistance	**Section IV.B.1**	
SF-424 includes a Unique Entity Identifier (UEI)	**Section IV.B.1**	
SF-424A, Budget Information Form	**Section IV.B.2**	
Budget Narrative	**Section IV.B.2**	
Project Narrative	**Section IV.B.3**	
Documentation of Commitment from All Mandatory Partners	**Sections III.A.2 and IV.B.3**	

2. Number of Applications Applicants May Submit

We will consider only one application from each organization. If we receive multiple applications from the same organization, we will consider only the most recently received application that met the deadline. If the most recent application is disqualified for any reason, we will not replace it with an earlier application.

While we will consider only one application from each organization, organizations (including applicants) may be included as partners on other applications.

3. Eligible Participants

a. Participants Eligible to Receive Training
The intent of this FOA is to fund projects that provide education and workforce services to justice-involved youth and young adults, particularly the youth and young adults most impacted by community violence, so they may pursue or advance in an educational or career pathway within the grant period of performance.

Eligible participants must:

   i.   Be at least 15 years old and not older than 24 years of age on the date of enrollment; **and**
   ii. Reside in the targeted service area, or plan to return to the area upon release from custody, or upon the conclusion of an out-of-home placement; **and**

iii.   Have been expelled from a school OR had juvenile or adult justice system contact, defined as one or more of the following situations:

- Current or previous incarceration; or arrest;
- Probation; parole; or out-of-home placement;
- Alternative sentence by the juvenile or adult justice system;
- Diversionary program of the juvenile or adult justice system; **and**

iv.   Have one or more of the following risk-factors associated with delinquent or criminal activity:

- Juvenile or criminal record of a violent offense/infraction or crimes against persons, as defined by state law enforcement (Examples include assault, homicide, intimidation, kidnapping/abduction, manslaughter, sex offenses, and robbery.);
- Attend or attended an alternative high school for disciplinary reasons;
- Left high school before completion;
- Gang membership (current or prior);
- Parent who is currently or formerly incarcerated;
- Diagnosed by clinician or told by a school official of attention deficit disorder or attention deficit/ hyperactivity disorder (ADD or ADHD) or other learning disabilities; or has or had an Individualized Education Plan (IEP) in school;
- Assessed as having anti-social attitudes/beliefs (by a clinician or the justice system or the mandatory violence prevention partner);
- Substance misuse before age 12.

There are multiple forms of acceptable source documentation for the risk-factors above, including but not limited to: school records, or signed statements or emails from current or former school officials, teachers, or other school staff. Self-attestation may be used for a number of eligibility criteria, including but not limited to parents' incarceration, ADD or ADHD diagnosis, school IEP, and early substance abuse. However, self-attestation should only be used if other documentation is unavailable. Participants contact with juvenile or criminal justice system must be verified with documentation from a justice system agency.

NOTE: Up to 35% of participants may be documented direct referrals from a justice system or mandatory violence prevention partner without prior involvement in the juvenile or adult criminal justice system or school expulsion. Up to 10% of participants may be individuals who left high school before completion without prior involvement in the juvenile or adult criminal justice system or school expulsion. Additionally, up to 10% of participants may reside outside the targeted area.

Veterans' Priority for Participants

38 U.S.C. 4215 requires grantees to provide priority of service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by DOL. The regulations implementing this priority of service are at 20 CFR Part 1010. In circumstances where a grant recipient must choose between two qualified candidates for a service, one of whom is a veteran or eligible spouse, the veterans' priority of service provisions require that the grant

recipient give the veteran or eligible spouse priority of service by first providing him or her that service. To obtain priority of service, a veteran or spouse must meet the program's eligibility requirements. Grantees must comply with DOL guidance on veterans' priority. ETA's Training and Employment Guidance Letter (TEGL) No. 10-09 (issued November 10, 2009) provides guidance on implementing priority of service for veterans and eligible spouses in all qualified job training programs funded in whole or in part by DOL. TEGL No. 10-09 is available at https://www.dol.gov/agencies/eta/advisories/training-and-employment-guidance-letter-no-10-09.

4. Target Area

Please note that DOL evaluates applications on the need of the target area (also referred to as "service area"). For the GO grant program, DOL considers not only the need for the services to participants in the target area, but also the area's level of poverty and crime. Applicants must use American Community Survey data to define counties, Indian Reservations or Native Lands, or contiguous Census Tracts as target areas for their grants. Direct applicants proposing to serve multiple service areas that are not contiguous or closely located must provide the address of a local organizational presence (office, affiliate, sub-grantee or partner organization) in a physical space sufficient to provide program services within each service area proposed.

5. Target Age Group

This FOA requires applicants to choose a participant age group to serve, either youth (15-18 years old) or young adults (18-24 years old). Carefully consider the unique safety, development, education, training, and social needs of each age group, and make certain to address those unique needs in your project narrative. Serving both age groups is not an option.

IV. APPLICATION AND SUBMISSION INFORMATION

A. HOW TO OBTAIN AN APPLICATION PACKAGE

This FOA, found at www.Grants.gov and https://www.dol.gov/agencies/eta/grants/apply/find-opportunities contains all of the information and links to forms needed to apply for grant funding.

B. CONTENT AND FORM OF APPLICATION SUBMISSION

Applications submitted in response to this FOA must consist of four separate and distinct parts:

1. SF-424, "Application for Federal Assistance";

2. Project Budget, composed of the SF-424A and Budget Narrative;

3. Project Narrative; and

4. Attachments to the Project Narrative.

You must ensure that the funding amount requested is consistent across all parts and sub-parts of the application.

1. SF-424, "Application for Federal Assistance"

You must complete the SF-424, "Application for Federal Assistance" (available at https://www.grants.gov/forms/forms-repository/sf-424-family).

- In the address field, fill out the nine-digit (plus hyphen) zip code. Nine-digit zip codes can be looked up on the USPS website at https://tools.usps.com/go/ZipLookupAction!input.action.

- The organization's legal name on the SF-424 should match its name registered in the System for Award Management at www.sam.gov. If unsure of the legal name of your organization, visit www.sam.gov to confirm.

- The organization's Employer Identification Number (EIN) and Unique Entity Identification (UEI) Number should match its information in www.sam.gov. If unsure of the EIN or UEI of your organization, visit www.sam.gov to confirm.

- The SF-424 must clearly identify the applicant and must be signed by an individual with authority to enter into a grant agreement. Upon confirmation of an award, the individual signing the SF-424 on behalf of the applicant is considered the Authorized Representative of the applicant. As stated in block 21 of the SF-424 form, the signature of the Authorized Representative on the SF-424 certifies that the organization is in compliance with the Assurances and Certifications form SF-424B (available at https://www.grants.gov/forms/forms-repository/sf-424-family). You do not need to submit the SF-424B with the application.

In addition, the applicant's Authorized Representative's signature in block 21 of the SF-424 form constitutes assurance by the applicant of compliance with the WIOA 188 rules issued by the Department at 29 CFR 38.25, which includes the following language:

As a condition to the award of financial assistance from the Department of Labor under Title I WIOA, the grant applicant assures that it has the ability to comply fully with the nondiscrimination and equal opportunity provisions of the following laws: Section 188 of the WIOA and its implementing regulations at 29 CFR Part 38, which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship or status as a lawfully admitted immigrant authorized to work in the United States, or participation in any WIOA Title I—financially assisted program or activity; Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the bases of race, color, and national origin; Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities; The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The grant applicant also assures, that as a recipient of WIOA Title I financial assistance [as defined at 29 CFR 38.4(zz)], it will comply with 29 CFR part 38 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIOA Title I-financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIOA Title I-financially assisted program or activity. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance.

a. Requirement for Unique Entity Identifier

All applicants for federal grant funding must have a Unique Entity Identifier (UEI) and must supply their UEI on the SF-424. The UEI is a 12-character (alpha-numeric) code that uniquely identifies all entities. Any entity registering to do business with the government is required to have one. UEIs are issued by SAM.gov and are a part of an entity's record in the Entity Information section of SAM.gov. If you do not have a UEI, you can get one for free at https://sam.gov.

Grant recipients authorized to make subawards must meet these requirements related to UEI:

- Grant recipients must notify potential subawardees that no entity may receive a subaward unless the entity has provided its UEI.

- Grant recipients may not make a subaward to an entity unless the entity has provided its UEI.

(See Appendix A to 2 CFR Part 25.)

b. Requirement for Registration with SAM

Applicants must register with the System for Award Management (SAM) before submitting an application. Find instructions for registering with SAM at https://www.sam.gov.

A recipient must maintain an active SAM registration with current information at all times during which it has an active federal award or an application under consideration. To remain registered in the SAM database after the initial registration, the applicant is required to review and update the registration at least every 12 months from the date of initial registration or subsequently update its information in the SAM database to ensure it is current, accurate, and complete. For purposes of this paragraph, the applicant is the entity that meets the eligibility criteria and has the legal authority to apply and to receive the award. If an applicant has not fully complied with these requirements by the time the Grant Officer is ready to make a federal award, the Grant Officer may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

2. Project Budget

You must complete the SF-424A Budget Information Form (available at grants.gov/forms/forms-repository/sf-424-family). In preparing the Budget Information Form, you must provide a concise narrative explanation to support the budget request, explained in detail below.

a. Budget Narrative

The Budget Narrative must provide a description of costs associated with each line item on the SF-424A. The Budget Narrative should also include a section describing any leveraged resources provided (as applicable) to support grant activities. Leveraged resources are all resources, both cash and in-kind, in excess of this award. Valuation of leveraged resources follows the same requirements as match. Applicants are encouraged to leverage resources to increase stakeholder investment in the project and broaden the impact of the project itself.

The Budget Narrative must demonstrate that the cost-per-participant for Direct Applicants is at or under $13,000. The cost-per-participant for Intermediary Applicants must be at or under $12,000.

Each category should include the total estimated cost for the period of performance. Use the following guidance for preparing the Budget Narrative.

Personnel: List all staff positions by title (including individuals hired by an employment contract) including the roles and responsibilities. For each position give the annual salary, the percentage of time devoted to the project, and the amount of each position's salary funded by the grant.

Fringe Benefits: Provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, FICA, retirement, etc.

Travel: For grantee staff only, specify the purpose, number of staff traveling, mileage, per diem, estimated number of in-state and out-of-state trips, and other estimated costs for each type of travel.

Equipment: Identify each item of equipment you expect to purchase that has an estimated acquisition cost of $5,000 or more per unit (or if your capitalization level is less than $5,000, use your capitalization level) and a useful lifetime of more than one year (see 2 CFR Part 200.1 for the definition of Equipment). List the item, quantity, and the unit cost per item.

Items with a unit cost of less than $5,000 are supplies, not "equipment." In general, we do not permit the purchase of equipment during the last funded year of the grant.

Supplies: Identify the cost of supplies (e.g., general office supplies, desk/chairs, laptops/printers, other specialty items) in the detailed budget per category. Except for general office supplies, list the item, quantity, and the unit cost per item. Supplies include all tangible personal property other than "equipment" (see 2 CFR Part 200.1 for the definition of Supplies).

Contractual: Under the Contractual line item, delineate contracts and subawards separately. Contracts are defined according to 2 CFR Part 200.1 as a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. A subaward, defined by 2 CFR Part 200.1 means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal program.

For each proposed contract and subaward, specify the purpose and activities to be provided, and the estimated cost.

Construction: Construction costs are not allowed and this line must be left as zero. Minor alterations to adjust an existing space for grant activities (such as a classroom alteration) may be allowable. We do not consider this as construction and you must show the costs on other appropriate lines such as Contractual.

Other: Provide clear and specific detail, including costs, for each item so that we are able to determine whether the costs are necessary, reasonable, and allocable. List items, such as stipends or incentives, not covered elsewhere.

Indirect Costs: If you include an amount for indirect costs (through a Negotiated Indirect Cost Rate Agreement or De Minimis) on the SF-424A budget form, then include one of the following:

a) If you have a Negotiated Indirect Cost Rate Agreement (NICRA), provide an explanation of how the indirect costs are calculated. This explanation should include which portion of each line item, along with the associated costs, are included in your cost allocation base. Also, provide a current version of the NICRA.

or

b) If you intend to claim indirect costs using the 10 percent de minimis rate, please confirm that your organization meets the requirements as described in 2 CFR Part 200.414(f). Clearly state that your organization does not have a current negotiated (including provisional) rate, and is not one described in 2 CFR Part 200, Appendix VII(D)(1)(b).

Applicants choosing to claim indirect costs using the de minimis rate must use Modified Total Direct Costs (defined by DOL below) as their cost allocation base. Provide an explanation of which portion of each line item, along with the associated costs, are included in your cost allocation base. Note that there are various items not included in the calculation of Modified Total Direct Costs. See the definitions below to assist you in your calculation.

- **Modified Total Direct Cost (MTDC) Definition:** To avoid a serious inequity in the distribution of indirect costs, DOL defines MTDC as all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subaward or subcontract (regardless of the period of performance of the subawards and subcontracts under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward or subcontract in excess of $25,000.

  - You will also note that participant support costs are not included in modified total direct costs. Participant support costs are defined below.

  - 2 CFR Part 200.1 Participant Support Cost means direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences or training projects.

See Section IV.B.4. and Section IV.E.1 for more information. Additionally, the following link contains information regarding the negotiation of Indirect Cost Rates at DOL: https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division.

Indirect-type costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) **must not be classified as direct costs**; these types of costs are recovered as part of charging the de minimis or NICRA rate. Note that the SF-424, SF-424A, and Budget Narrative must include the entire federal grant amount requested (not just one year).

Do not show leveraged resources on the SF-424 and SF-424A. You should describe leveraged resources in the Budget Narrative.

Applicants should list the same requested federal grant amount on the SF-424, SF-424A, and Budget Narrative. If minor inconsistencies are found between the budget amounts specified on the SF-424, SF-424A, and the Budget Narrative, ETA will consider the SF-424 the official funding amount requested. However, if the amount specified on the SF-424 would render the application nonresponsive, the Grant Officer will use his or her discretion to determine whether the intended funding request (and match if applicable) is within the responsive range.

3. Project Narrative

The Project Narrative must demonstrate your capability to implement the grant project in accordance with the provisions of this Announcement. It provides a comprehensive framework and description of all aspects of the proposed project. It must be succinct, self-explanatory, and well-organized so that reviewers can understand the proposed project.

The Project Narrative is limited to 25 double-spaced single-sided 8.5 x 11 inch pages with Times New Roman 12-point text font and 1-inch margins. You must number the Project Narrative beginning with page number 1.

We will not read or consider any materials beyond the specified page limit in the application review process.

The following instructions provide all of the information needed to complete the Project Narrative. Carefully read and consider each section, and include all required information in your Project Narrative. The agency will evaluate the Project Narrative using the evaluation criteria identified in Section V.A. You must use the same section headers identified below for each section of the Project Narrative.

a. Statement of Need (Up to 12 Points)

The GO program focuses on areas with high rates of crime and poverty.

(1) Poverty Rate (Up to 6 points)

The application must provide American Community Survey (ACS) data to show the poverty rate of counties, Indian Reservation or Native Land, or contiguous Census Tracts proposed to be the target areas of the grant. See Section VIII below for instructions on using ACS data. If the proposed target area is an entire county or Indian Reservation or Native Land, the applicant only needs to state in the application the poverty rate of the county or Indian Reservation or Native Land that the Census website provides.

If the target area spans more than one county and is not Indian Reservation or Native land, the application must include as an attachment a table that lists the total population and number of persons below poverty level in each of the proposed Census Tracts in the target area. (This table attachment will not count towards the application page limit.) Applicants will need to identify contiguous Census Tracts rather than entire cities as target areas.

The total number of persons in poverty in all the combined Census Tracts divided by the combined population of all the proposed Census Tracts is the required weighted poverty rate of the proposed target area. Also, a map must be provided in the attachment showing that the

Census Tracts are contiguous. This map can be a screenshot of the Census website the applicant used in accessing the ACS Census Tract data.

Applicants proposing to serve more than one target area must provide for each of the target areas a table that lists the total population and number of persons in poverty in each of the Census Tracts in the target area, and a map showing that the Census Tracts are contiguous. Applicants serving more than one target area must also provide a summary table that lists the total population and population in poverty of each of the proposed target areas. The total number in poverty of the combined target areas divided by the total population of the combined target areas is the required weighted poverty rate for the applicant.

DOL will score applicants based on the weighted average poverty rate across all counties, Indian Reservations or Native Land, or contiguous Census Tracts proposed to be the target areas of the grant, as follows:

- If the weighted average poverty rate in the proposed target area(s) is 25% or higher: 6 Points.
- If the weighted average poverty rate in the proposed target area(s) is between 20% and 24.99%: 4 Points.
- If the weighted average poverty rate in the proposed target area(s) is between 17% and 19.99%: 2 Points.
- Applicants proposing a target area with a weighted average poverty rate less than 17% will get 0 points for this criterion.
- Applicants not providing the ACS data attachment for all target areas will receive 0 points.

(2) Violent Crime Rate (Up to 6 points)

The application must provide data from the Federal Bureau of Investigation (FBI) report, Crime in the United States, if available for the target areas, to show the violent crime rate per 100,000 residents. This FBI violent crime data is available at the FBI website https://ucr.fbi.gov/crime-in-the-u.s/2019/crime-in-the-u.s.-2019/topic-pages/tables/table-6. Table 6 from Crime in the United States, 2019 lists Metropolitan Statistical Areas (MSAs) in alphabetical order and includes violent crime data for principal cities within the MSAs. The third column in the table shows the population and the fourth column provides the violent crime data for the respective MSA and city.

If the target area is in an MSA and comprised of Census tracts within one principal city, then use the data provided for that principal city. Divide the number of violent crimes by the population, and then multiply the result by 100,000 to determine the required violent crime rate. If the target area is in an MSA and comprised of Census tracts not confined to one principal city listed, then the "Rate per 100,000 inhabitants" for that MSA provided in the table is the required violent crime rate.

If the target area is not in an MSA listed in Table 6, applicants may use the violent crime rate of their county, Indian Reservation, or Native Land. Only these applicants may use data from other sources. Permissible data sources are limited to the following: official reports, briefs, or documents disseminated by federal, state, local, or Tribal law enforcement, public safety, or public health agencies during or after 2018.

In all cases, the applicant must provide documentation of its data source. Applicants not providing data documentation for all target areas will receive 0 points.

Applicants serving more than one target area must provide a summary table that lists the population and number of violent crimes for each of the proposed target areas. The total number of violent crimes of the combined target areas, divided by the total population of the combined target areas, multiplied by 100,000, is the average violent crime rate per 100,000 residents required for the applicant.

DOL will score applicants based on the average violent crime rate across all MSAs, principal cities, counties, Indian Reservations, and/or Native Lands that the applicant proposes to serve.

- If the average violent crime rate is 500 violent crimes per 100,000 inhabitants or higher: 6 Points.
- If the average violent crime rate is between 370 and 499.99 violent crimes per 100,000 inhabitants: 4 Points.
- Applicants proposing a target area with a violent crime rate less than 370 violent crimes per 100,000 inhabitants will get 0 points for this criterion.
- Applicants not providing data documentation for all target areas and documentation of data sources (if other than FBI 2019 crime data) will receive 0 points.

b. Performance Measurement, Outcomes, and Outputs (Up to 12 Points)

The applicant must describe its process to monitor, track, measure, and manage grant performance to ensure all planned goals and deliverables are achieved.

(1) Performance Measurement (Up to 6 points)

Applicants will be scored based on whether the application provides a complete and convincing description of how the applicant's proposed methods and tools to track and report the required outputs and outcomes will adequately and accurately reflect the levels of success achieved according to each of the required performance indicators. This must include the roles of software, staff, and partners.

- Explain how staff typically use computer software, if at all, to record program services and participant outcomes efficiently and accurately. Include details showing that their experience will support accurate and efficient data collection related to the performance indicators outlined in this subsection. Discuss what reports are generated from the data, and how those reports facilitate data-driven programming and decision-making (with staff and management).
- Describe how non-digital methods or tools are used, such as paper forms or office wall charts, if any, to accurately and effectively record program services and participant outcomes. Include details showing those tools will support accurate and efficient data collection related to the performance indicators outlined in this subsection. Discuss how those reports facilitate data-driven programming and decision-making (with staff and management).
- Explain how program outcomes are shared externally (with program funders and/or the public) and how those practices have sufficiently prepared your organization to meet the Department's rigorous performance measurement standards.

- Include details about who is responsible for data entry, their qualifications and experience with workforce program performance measurement, and whether your organization has staff dedicated to data management. Show that data is recorded frequently and comprehensively enough to accurately reflect participants' results. Explain a strong plan for oversight of program data including how frequently data is reviewed by managers.
- Explain what role, if any, program partners typically play in tracking and reporting program services and participant outcomes, and how this has improved data accuracy, efficiency, and data-driven program services. Note whether your organization has a clear, workable data-sharing agreement in place with one or more partners, which is preferred to ensure participant privacy and data quality. Include any such agreements in the section Attachments to the Project Narrative.
- Applicants must describe a clear and realistic plan to track and report arrests, recidivism, and returns-to-incarceration based on the definitions and parameters provided in this FOA. Plans should specify the intended source(s) of criminal justice data, and staff and/or partner roles in tracking and reporting. DOL prefers that applicants establish or update data-sharing agreements with justice system partners to track justice outcomes rather than relying on unofficial commitments, word-of-mouth, or public databases maintained by courts, corrections facilities and other justice agencies.

WIOA Primary Indicators of Performance:

The Department expects grantees to track and report the following WIOA performance indicators as specified in WIOA section 116(b)(2)(A)(i). If awarded, applicants are expected to meet the specified performance goals.

i. Education & Employment Rate - Second Quarter after Exit. 70%
ii. Education & Employment Rate - Fourth Quarter after Exit. 60%
iii. Median Earnings - Second Quarter after Exit. $5,750
iv. Credential Attainment. 50%
v. Measurable Skills Gains. 70%

Additional information on these performance indicators can be found in Training and Employment Guidance Letter (TEGL) 10-16, Change 1: Performance Accountability Guidance for Workforce Innovation and Opportunity Act (WIOA) Title I, Title II, Title III and Title IV Core Programs, found at https://wdr.doleta.gov/directives/corr_doc.cfm?docn=3255. The Department will calculate the median earnings outcome on behalf of grantee. The Department may determine additional targets or revise targets for the WIOA measures post-award.

REO-specific Indicators

In addition to the WIOA performance indicators, grantees must track and report the following REO-specific indicators of performance:

i. Arrests for violent crimes that are committed after program enrollment. The goal is less than 5%.

ii. Recidivism is defined as the percentage of participants convicted of a new crime committed within 12 months of release from a correctional facility or placement on probation. The conviction may occur after or at any time during the performance period

of the grant. For each participant, recidivism shall be measured from their most recent release prior to enrollment or, if incarcerated at the time of enrollment, from their first release post-enrollment. The goal for this measure is less than 10%.

NOTE: As part of data collection, all REO grantees are directed to request participant's social security numbers (SSNs). While REO grantees are required to request participant's SSNs, participants cannot be denied services if they choose not to disclose.

(2) Logic Model (Up to 6 points)

Grant applicants must show how their program outputs relate to desired outcomes with the aid and brevity of a logic model. Clearly identify the key inputs, outputs, and outcomes that comprise program operations and program success. For the purposes of this project, outputs are tangible products, services, and activities generally scheduled and controlled by the applicant. For example, outputs may include assessments completed, trainings provided, and workshops delivered. In contrast, outcomes are the positive benefits and changes (or lack thereof) for participants and employers that result from program activities and outputs. For example, measurable outcomes may include cognitive developments, behavior changes, and income increases.

The logic model must include the required performance indicators from the previous subsection 3(b)(1). A "key" or table that explains abbreviations or symbols used in the logic model may be included, but additional lengthy descriptions or explanations should not be included. Instead, explain and describe program operations, methods, and strategies in the appropriate narrative section and refer back to the logic model as needed. The logic model must be 1-2 pages, the majority of which should be a visual representation of the relationships between inputs, outputs, and outcomes.

Applicants will be scored on their logic models based on completely addressing the factors listed below, not the quality of graphics or artistic appeal.

- Clarity
- Inclusion of the required components
- Strength of connections between the outputs and outcomes, measured by the evidence provided of those programmatic strategies in the Project Design section (below)
- Degree of alignment between the Logic Model and the overall Project Design

For more information on developing a logic model, please see the resource(s) available on ETA's WorkforceGPS website: https://www.workforcegps.org/resources/2015/05/07/11/07/Fully_Articulating_Your_Vision_Using_Logic_Models_to_Support_Innovation

NOTE: The Logic Model must be included as an attachment, no more than two pages, and will not count against the page limit for the project narrative.

c. Project Design (Up to 28 Points)

The applicant must propose methods that the project will use to address the stated outcomes and outputs. Refer back to the logic model where appropriate. To receive full points on Project Design, each of the six subsections, Section IV.B.3.c.(1)-(6), below must be fully addressed.

The response must demonstrate the quality of approach, rather than simply re-stating a commitment to perform prescribed activities. In other words, applicants must describe why their proposal is the best strategy and how they will implement it, rather than that the strategy contains elements that conform to the requirements of this FOA.

(1) Basic Services and Follow-up (Up to 4 points)

- The applicant must describe an effective approach to identify, recruit, select, and retain justice-involved participants within the target age group in high-poverty, high-crime areas.
- The applicant must explain how they will provide, at a minimum, all the following employment and career services and products: thorough job preparation; career exploration and planning; evidence-based, trauma-informed, growth-focused case management; comprehensive individual development plans (IDPs) with local labor market information (LMI); employment barrier identification; and holistic needs assessment. Additional information regarding "career" services, as defined in WIOA, can be found in Section 134(c)(2) and in TEGL 19-16 (https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3851).
- The applicant must describe the supportive services available to participants and how staff objectively and consistently determine what supportive services are needed. This should include internal services, as well as services available from partners including, at a minimum, legal assistance (e.g., expungement/sealing cases, securing participant licenses, child support/custody modifications, protective/restraining orders), social services, childcare, transportation, housing, mental health counseling, and drug treatment. For helpful resources on supportive services, please visit: https://youth.workforcegps.org/resources/2017/01/24/16/00/Supportive-Services-part-one
- The applicant must describe a workable, effective plan for how the project will provide each participant follow-up services for at least 12-months after program exit.
- The applicant must be prepared for adversity. Identify potential obstacles that are applicable in your target area, such as employment restrictions for individuals with criminal records, conflicts between participants with and without threats of violence, or other challenges. Describe an evidence-based approach to overcome those obstacles, as well as lessons learned and implemented from past approaches.

(2) Paid Work Experiences (Up to 10 points)

Paid work experience placements must be planned, structured learning experiences that take place in a workplace, including remote and virtual workplaces, and provide participants with opportunities for career exploration, occupational education, and skill development. An academic component to the work experience is strongly encouraged, but not required for this grant. A work experience may take place in the for-profit, non-profit, or public sector.

Participants should be placed into one or more of the following types of paid work experiences (for at least 200-hours): 1) paid or subsidized employment; 2) pre-apprenticeship or registered apprenticeship; 3) internship; or 4) on-the-job training (OJT). See TEGL 21-16 at https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=7159 for details on OJT.

Applicants must ensure participants are paid no less than the local, applicable minimum wage. Applicants serving the 18–24-year-old age group must ensure participants have the

opportunity to earn $3,000 or more by fulfilling their duties in the work experience. Participants who do not fulfill their duties and/or violate the terms of their work experience may not receive the full $3,000. However, they must be paid no less than the local, applicable minimum wage for the time they work. Employer/industry partners are encouraged to contribute to these costs. Consistent with the Good Jobs Principle around pay, applicants must describe how work experiences will provide participants wages allowing them to meet local estimates of the cost of living to ensure stable housing, food security, and other factors that help avoid recidivism or future justice involvement.

At minimum, applicants must show that they have engaged with employer/industry partners about how to incorporate The Good Jobs Principles, a shared federal vision of job quality published by the U.S. Departments of Labor and Commerce, into the paid work experiences. The Good Jobs Principles, which have guided workforce and infrastructure investments throughout the federal government, describe stable, family-sustaining, inclusive employment opportunities that incorporate worker voice. For details, visit: www.dol.gov/general/good-jobs/principles.

Applicants are strongly encouraged to provide diverse work experience opportunities to meet the strengths, needs, and interests of participants, and to prepare participants for high quality jobs with living wages, benefits, opportunities for advancement and worker voice, or employment in occupations with clear career paths into such high-quality jobs.

Applicants must ensure that no participants with criminal records are placed at worksites with federal, state, or local restrictions that prohibit their full participation. Applicants must also ensure that no participants with disabilities are placed at worksites that restrict their full participation.

To receive full points, each of the below must be fully addressed:

- Applicants must explain how they will systematically identify and engage employers/industry partners, and work with those employers/industry partners to develop high-quality paid work experiences for all eligible participants. This must include a workable plan to support employer/industry partners with frequent interaction to provide adequate resources for work-based learning, resolve problems quickly, and ensure they feel valued. Applicants also should explain how they will strategically engage these employers/industry partners to identify opportunities to transition eligible participants into full-time paid employment positions.
- Applicants must describe their typical approach to working with their local Workforce Development Board, Board members, and Business Services Representatives or other job developers at an American Job Center to leverage employer/industry partnerships and enhance employer/industry partner engagement. Explain a workable plan to enhance those partnerships, if awarded.
- Applicants must provide a compelling explanation of how they will prepare participants for success in their work experience, including through: work readiness training, provision of industry recognized credentials, workplace simulations, orientation to work experience, transportation plans, and contingency plans.

- Applicants must describe the occupational education component, including where and how they will conduct it. This must include a description of how local labor market information is utilized to focus on in-demand industries.
- Applicants must describe the substantial involvement of employer/industry partners, labor unions, and industry groups in the design of the job-readiness and occupational education components, to ensure that the skills learned and credentials earned match the requirements of the occupation and truly prepare youth to enter unsubsidized employment.
- Applicants must describe the post-work experience transition services that they will offer to successfully prepare participants for full-time unsubsidized employment placements (including Registered Apprenticeship).

Applicants may allocate grant funds for participant payments, including work experience wages, wage subsidies, stipends, and incentives. These funds may be combined with local area WIOA Youth formula funds, if the participant is co-enrolled in the WIOA Youth program. Applicants must describe which types of payments they plan to utilize, and how the payments will be structured and processed, and the funding source(s). These payments must also be reflected in subsection (g) Budget and Budget Narrative. Policies and procedures for youth stipend payments need to align with Uniform Guidance at 2 CFR parts 200 <https://www.govinfo.gov/app/details/CFR-2014-title2-vol1/CFR-2014-title2-vol1-part200>.

When compensating youth with wages or stipends for work experiences, employers of record are expected to adhere to Internal Revenue Service (IRS) guidelines. Understanding the difference between a stipend and wage has IRS implications. The Department's Wage and Hour Division compiled a Youth Employment Compliance Assistance Toolkit available here: https://www.dol.gov/agencies/whd/compliance-assistance/toolkits/youth-employment. Applicants may also visit: https://youth.workforcegps.org/resources/2017/01/19/14/27/Paid-and-Unpaid-Work-Experience for additional work experience resources.

(3) Mentorship and Leadership Development (Up to 8 points)

Mentorship and Leadership Development are key components of the GO program. These components ensure that participants make progress towards important adolescent and young adult developmental milestones. Those developments can improve participants' perceptions of self, as well as who they can become. Those cognitive changes can lead to the necessary motivation and discipline for achievement of longer-term goals. The mentorship and leadership components and goals are parallel to participants' work experiences and career exploration, though the implications for improved career outcomes are clear.

Staff with lived experience of incarceration and/or community violence are able to build relationships with participants based upon shared experiences and be non-judgmental. These staff can model trust, commitment, and stability, as well as model a life after successful reentry. Thus, staff with lived experience of incarceration and/or community violence are preferred as GO program mentors.

Research suggests that mentorship relationships are most impactful when lasting at least one year in duration. Thus, partners that leverage existing mentorship relationships with

participants and/or demonstrate the capability to sustain mentorship relationships after federal financial assistance has ended are preferred.

Mentorship will focus on the participant's current self, building positive self-perceptions, including affirming their inherent value and value to their family and community, and affirming their ability to grow and evolve. The mentorship component must regularly incorporate a conflict resolution curriculum. This component must be delivered by the Violence Prevention partner.

Leadership will focus on the participant's future self, exploring how they will intentionally lead their life, and the resulting impact on their family and community. This component may be delivered by the Violence Prevention partner, other partner, applicant or sub-grantee, if applicable.

To receive full points for this section, each of the below must be fully addressed:

i. **Mentorship (Up to 4 points)**

- Applicants must describe strong qualifications and experience of the Mentorship staff of the Violence Prevention partner, including lived experience with incarceration or community violence, and experience specifically with conflict resolution.
- Applicants must describe how the required program components are fully integrated into the mentorship services, including: violence prevention, mentorship, and conflict resolution.
- Applicant must provide a description of any conflict resolution curriculum(a) included in the project.
- Applicants must identify evidence-based conflict resolution competencies and describe the framework or tool they will use to effectively track participants' progress toward them. Required competencies include: emotional control, utilizes a support network, listens and articulates personal values and feelings.
- Applicants must describe their proven capability to maintain lasting mentorship relationships, which are one year or more in duration.
- Applicants must describe a strong and comprehensive plan of the services mentors will provide, and include those services in the Memorandum of Understanding or Letter of Commitment with the required Violence Prevention partner (see subsection 3.d. Partnerships for details). For example, mentors may help participants navigate social services; identify small businesses interested in hiring participants; identify work experience or other growth opportunities; facilitate work experiences including documentation; assist with recruiting new participants; or facilitate or assist with facilitation of Cognitive Behavioral Treatment.

ii. **Leadership Development (Up to 4 points)**

- Applicants must describe the strong qualifications and relevant experience of the staff delivering the Leadership Development components, including lived experience with incarceration or community violence, and experience specifically with youth development.
- Applicants must describe a comprehensive leadership development program that fully integrates the required program components, including: exploration of personal strengths,

areas of growth, and needs; identification of personal or civic interests and goals (parallel to career interests and goals); resources on civic rights and duties (e.g. voting, serving on juries); exposure to postsecondary educational opportunities; teamwork training and projects; and learning about community role models and accomplishments in a culturally effective manner. Applicants may supplement required components with other leadership activities and opportunities.

- Applicants must describe the intended leadership curriculum, if applicable.
- Applicants must identify the intended leadership competencies and describe the framework or tool they will use to effectively track participant's progress toward them. Required competencies include: scheduling, goal setting, note-taking, public speaking, teamwork, and community mapping (of influential local groups, organizations, businesses, and individuals).

(4) Placement into Educational Opportunities (Up to 2 points)

Applicants must describe the post-work experience transition services that they will offer to prepare participants for further educational attainment and educational placements. This must include the use of assessments to gauge college and career readiness and the need for ongoing supportive and post-program services. This must also include opportunities for occupational training leading to industry recognized credentials.

Educational partnerships are addressed in a subsequent section, so applicants should focus this section on their internal capacity and planning. This should demonstrate how the program will effectively support participants to achieve successful outcomes under the four WIOA primary indicators of performance for youth that directly relate to education, education and employment rates in the second and fourth quarters after exit, credential attainment, and measurable skill gains.

Applicants should describe how the educational services and supports that they provide are tailored to the target age group.

(5) Project Timeline (Up to 2 points)

The applicant must propose a Project Timeline, as an attachment to the Project Narrative, which includes planning period activities, as well as the required implementation of Basic Services, Paid Work Experience, and Follow-up described in Section IV.B.3.(c). The timeline as an attachment will not be counted against the page limit.

(6) Staffing Plan (Up to 2 points)

The applicant must identify and describe the staffing plan for all key personnel, such as the Project Director or Manager, Fiscal Manager, and Employer Outreach Coordinator. For all positions for which potential staff members have not been identified, the applicant must describe the required qualifications that will be used for hiring purposes.

d. Partnerships (Up to 18 Points)

Applicants must identify and describe the partners who the applicant anticipates will help implement and operate the proposed project. If the required written commitment for one or more of the following Mandatory Partnerships (Violence Prevention, Justice System, Employer/Industry) is not provided, the application will be considered non-responsive and will

not move onto the merit review process. Intermediary applicants must also provide written commitments for their subgrantees.

(1) Mandatory Partnerships (Up to 14 points)

Applicants must identify and provide a written commitment from the following categories of mandatory partners for this project: violence prevention, justice system, employer(s)/industry, and sub-grantees (applicable to intermediary applicants only). Applicants must describe the specifics of each partnership and provide, for each partner as described in Section III.A.2, a Memorandum of Understanding (MOU) or Letter of Commitment (LOC) signed by the authorizing agent of the partner organization. Applicants will be scored based on the extent to which the MOUs or LOCs fully and convincingly describe how the partners will contribute toward achieving the grant project's objectives and include an explanation of: 1) the services provided by the applicant, or sub-grantee, and partner staff; and 2) the resources supplied by each partner (if any).

i.   Violence Prevention Partner (Up to 4 points)

The written commitment must describe the applicant and partner agreements and obligations with respect to: participant recruitment; referrals from the Justice partner and other collaboration with the Justice partner; the provision and use of risk assessments; service delivery for the required violence prevention, mentorship, and conflict resolution program components and competencies; participant referrals to social services; participant privacy and consent; and other services for the program provided by the Violence Prevention Partner.

At minimum, the MOU or LOC should fully describe how the partnership will contribute to these program objectives: help youth and young adults to increase their conflict resolution skills and develop strategies to prevent and avoid violence and help youth identify career interests and attain relevant skills for employment. If the Violence Prevention Partner will provide the required Leadership program component, the written commitment must describe their obligations with respect to the participants' exploration of personal strengths, areas of growth, and needs; identification of personal or civic interests and goals (parallel to career interests and goals); resources on civic rights and duties; exposure to postsecondary educational opportunities; teamwork training and projects; and learning about community role models and accomplishments in a culturally effective manner. In addition, the commitment must address the assessment of required Leadership competencies.

ii.   Justice System Partner (Up to 4 points)

The written commitment must describe the applicant and partner agreements and obligations with respect to: participant referrals; collaboration with the Violence Prevention partner; information and data sharing; participant consent; a meeting schedule; and an authorized contact person.

iii.   Employer/Industry Partner (Up to 4 points)

The written documentation must describe the applicant and partner agreements and obligations with respect to: occupational education and curriculum development; the basic requirements for job-readiness at the worksite(s); the elements of a successful work

experience; anticipated amounts and procedures for financial transactions, if any are anticipated; employer/industry partner adherence to Internal Revenue Service (IRS) guidelines and minimum wage laws; consideration of participants for full-time, unsubsidized employment upon completion of their work experience; and a designated contact person.

iv.   Strength of MOU(s) or Letter(s) of Commitment (Up to 2 points)

The strength of the commitments from each of the identified mandatory partners. Scoring under this criterion is influenced by a host of factors including, but not limited to: a tone of strong commitment rather than general support, alignment between specific commitments and project design and objectives, and up-to-date commitments rather than outdated ones.

(2) Recommended Partnerships (Up to 4 points)

Grantees are encouraged to collaborate with government agencies, nonprofits, and businesses besides the mandatory partners to leverage resources and deliver holistic and wrap-around services. Applicants should identify organizations who will support program goals with job placement opportunities, workforce services, social services, childcare, transportation, housing, mentorship, addiction treatment, education, and mental health treatment for participants. Applicants will be scored based on:

i.   A full description of the specifics of each partnership and, for each partner, a Memorandum of Understanding or Letter of Commitment signed by the authorizing agent of the partner organization containing the services to be provided to the organization or participants, procedures for enrollment or recruitment, if applicable, and any resources to be committed to the program.

ii. A complete explanation of how employers, industry organizations, and/or labor organizations will be engaged in the program to provide curriculum development, occupational education, and employment opportunities.

NOTE: MOUs and LOCs must be included as attachments and will not be counted against the page limit for the project narrative.

e. Organizational, Administrative, and Fiscal Capacity (up to 8 Points)

Applicants will be scored based on:

- A complete description of how the applicant will manage and staff the project. Provide a compelling description of how staff, organizational experience, and management contribute to the ability of the applicant to conduct the project and its requirements and meet program expectations. Describe how the lived experiences of incarceration and/or community violence of your staff, leadership, board, or committee members have influenced or enhanced your organization and project. (Up to 4 points)
- A complete description of the applicant's fiscal and administrative controls in place to manage federal funds. Include the applicant's capability to sustain some or all project activities after federal financial assistance has ended. (Up to 2 points)
- Demonstrated commitment to advancing equity for historically excluded and underrepresented populations. Describe how the organization has a successful track

record of engaging with and serving marginalized communities, including individuals, businesses, and organizations operated by members of such communities. (Up to 2 points)

f. Past Performance – Programmatic Capability (Up to 16 Points)

Organizations will receive points based on past performance data. Applicants must use the information below and provide the applicable past performance information. There are different instructions depending on your past grant experience. Applicants must use the below information to determine which instructions are applicable to their organization.

The information must be provided in a Past Performance Chart as an attachment to the Project Narrative. The chart will not be counted against the page limit. Please note that the terms "performance measures," "performance indicators," and "metrics" are used interchangeably within this section.

Applicants that have completed a Reentry Employment Opportunities (REO) grant award within the past five years of the closing date of this Announcement are required to use the following:

Applicants that have completed a REO grant award from the Department will receive points based on past performance demonstrated by the Quarterly Performance Report (QPR) and/or Grantee Status Report (GSR) from their most recently completed REO grant. The information below must be provided in a Past Performance Chart as an attachment to the Project Narrative. The data will be verified by DOL staff.

NOTE: Previously-funded REO applicants must submit data for their most recently *completed* REO grant. If data from a REO grant is not submitted, the applicant will receive 0 points for the past performance section.

Applicants who have completed a federal Employment and Training Administration (ETA) agreement but not a REO grant award are required to use the following:

Applicants that have completed an ETA agreement within the last five years of the closing date of this Announcement must submit past performance data for their ETA agreement. The information below must be provided in a Past Performance Chart as an attachment to the Project Narrative. This will be verified by DOL staff.

Applicants that have only completed non-ETA assistance agreements (federal or non-federal grants and cooperative agreements but not federal contracts):

Applicants that have completed a federally and/or non-federally funded assistance agreement similar in size, scope, and relevance to the proposed project within the last five years of the closing date of this Announcement must provide the information below along with the Past Performance Chart. The information and Past Performance Chart must be included as an attachment to the Project Narrative.

- Funding amount of the grant reported on must be at least $350,000.
- Must have enrolled at least 40 participants during the grant period.
- Must have provided workforce development services.

NOTE: Applicants that cannot or do not provide past performance data from a grant meeting these date (within the past five years of the closing date of this Announcement), size, scope, and purpose parameters will receive no (0) points for past performance, overall.

(1) Performance Chart

The Past Performance Chart must include the following information:

- Grantor name and contact information (clearly identify REO grant with grant number, if applicable)
- Project title/grant number
- Past project period of performance (i.e., start and end dates)
- Number of participants actually enrolled and the initial enrollment goal
- Population served (i.e., demographics, geographic area)
- Performance indicators, corresponding goals, and performance outcomes

Below is a sample format for the Past Performance Chart. For non-ETA grants, the chart must be signed by the grantor, or a letter must be provided from the grantor verifying the past performance data. This letter must be on grantor letterhead and contain contact information for the grantor.

(2) Performance Goals:

The Past Performance Chart must include the overall objectives of the grant, population served, funding amount and grantor contact information. The chart must detail at least three significant performance goals and the outcomes of those goals in order to demonstrate if and how the applicant successfully completed and managed the agreement.

Applicants that have completed an ETA agreement within the last five years of the closing date of this Announcement must provide past performance data for the three WIOA primary performance indicators listed following the sample chart.

Applicants without applicable ETA agreements may use the performance indicators most similar to:

- employment/education rate (post-program completion),
- employment/education retention rate (post-program completion), and
- credential/degree attainment rate.

In the chart, applicants must identify the performance indicators, the goals, and the outcomes. Data for each performance indicator must be displayed as both a fraction (i.e., the numerator equal to the number of program participants who achieved the identified indicator (Outcome) and the denominator equal to the total program participants expected to achieve the identified indicator (Goal) and a percentage.

Below is a sample format for the chart:

Name of Previous Grantor Organization:
Grantor Contact - Name, Title, Signature (if non-ETA grant), E-mail Address, and Telephone Number:

Project Title and Grant Number:				
Project Period of Performance:				
Number of Participants Enrolled and Enrollment Goal:				
Population Served:				
Performance Indicator	**Goal**	**Outcome**	**Outcome /Goal (Fraction)**	**Rate of Performance (Percentage)**
Employment/education rate (post-program completion)	*60*	*58*	*58/60*	*97%*
Employment/education retention rate (post-program completion)	*50*	*39*	*39/50*	*78%*
Credential/degree attainment rate	*100*	*105*	*105/100*	*105%*

Please utilize the "Rate of Performance" (i.e., final outcome divided by initial goal) to determine the number of points to be awarded for each performance measure. Applicants are not required to use the total number of participants enrolled as the initial goal for each performance measure, if their initial employment goal was, for example, 80% of total participants enrolled. First, please calculate the employment goal as a whole number (i.e., 80% x total participants enrolled); and second, divide the actual number of participants employed by the whole number goal to determine the final Rate of Performance.

DOL reserves the right to disqualify indicators that were determined not to be sufficiently similar to the indicators above and award zero points for non-qualifying indicators.

Applicants will receive points based on past performance demonstrated in the performance chart as follows:

i. **Rate of Performance- Education or Employment Rate- (2nd quarter after exit) or similar for applicants without applicable ETA data (Up to 6 points):**

- Rates of 95 percent or higher will receive 6 points for this subsection.
- Rates of 90 percent – 94.99 percent will receive 5 points for this subsection.
- Rates of 85 percent – 89.99 percent will receive 4 points for this subsection.
- Rates of 80 percent – 84.99 percent will receive 3 points for this subsection.
- Rates of 75 percent – 79.99 percent will receive 2 points for this subsection.
- Rates of 70 percent – 74.99 percent will receive 1 point for this subsection.
- Rates of 69.99 percent or below will receive 0 points for this subsection.

ii. **Rate of Performance- Education or Employment Rate (4th quarter after exit), or similar such as employment retention for applicants without applicable ETA data (Up to 6 points):**

- Rates of 95 percent or higher will receive 6 points for this subsection.

- Rates of 90 percent – 94.99 percent will receive 5 points for this subsection.
- Rates of 85 percent – 89.99 percent will receive 4 points for this subsection.
- Rates of 80 percent – 84.99 percent will receive 3 points for this subsection.
- Rates of 75 percent – 79.99 percent will receive 2 points for this subsection.
- Rates of 70 percent – 74.99 percent will receive 1 point for this subsection.
- Rates of 69.99 percent or below will receive 0 points for this subsection.

   iii. **Rate of Performance- Credential Attainment Rate, or similar for applicants without applicable ETA data (Up to 4 points):**

- Rates of 90 percent or higher percent will receive 4 points for this subsection.
- Rates of 80 percent – 89.99 percent will receive 3 points for this subsection.
- Rates of 75 percent – 79.99 percent will receive 2 points for this subsection.
- Rates of 70 percent – 74.99 percent will receive 1 point for this subsection.
- Rates of 69.99 percent or below will receive 0 points for this subsection.

g. Budget and Budget Narrative (Up to 6 Points)

The Budget and Budget Narrative will be used to evaluate this section. Please see Section IV.B.2 for information on the requirements. The Budget and Budget Narrative do not count against the page limit requirements for the Project Narrative.

Applicants will be scored based on:

- The extent the proposed expenditures will address all project requirements, and whether key personnel have adequate time devoted to the project to achieve project results. (Up to 2 points)
- The extent to which the budget narrative provides a description of costs associated with each line item on the SF-424A, including a cost-per-participant for Direct Applicants at or under $13,000 and for Intermediary Applicants at or under $12,000, and the extent to which the budget narrative includes a complete description of leveraged resources provided (as applicable) to support grant activities. (Up to 2 points)
- Whether or not the totals on the SF-424A and the Budget Narrative align. (2 points or no points)

4. Attachments to the Project Narrative

In addition to the Project Narrative, you must submit attachments. You must clearly label all attachments. We will exclude only those attachments listed below from the page limit. The Budget and Budget Narrative do not count against the page limit requirements for the Project Narrative.

You must not include additional materials such as resumés or general letters of support. You must submit your application in one package because documents received separately will be tracked separately and will not be attached to the application for review.

Save all files with descriptive file names of 50 characters or fewer and use only standard characters in file names: A-Z, a-z, 0-9, and underscore (_). File names may not include special characters (e.g. &,–,*,%,/,#), periods (.), blank spaces, or accent marks, and must be unique (e.g.,

no other attachment may have the same file name). You may use an underscore (example: My_Attached_File.pdf) to separate a file name.

a. Required Attachments

(1) Abstract

You must submit an up to three-page abstract summarizing the proposed project including, but not limited to, the scope of the project and proposed outcomes. Omission of the abstract will not result in your application being disqualified; the lack of the required information in the abstract, however, may impact scoring. See III.C.1 for a list of items that will result in the disqualification of your application. Should you be selected for an award, the information provided in your abstract may be published to a public facing website as a summary of your project. The abstract must include the following:

- the applicant's name
- the project title and purpose
- the applicant type (direct or intermediary)
- a description of the target area(s) to be served, including a list of zip codes
- the target age group and number of participants to be served
- the funding level requested
- the total cost-per-participant
- the sub-grantee name(s) if an intermediary applicant; and subrecipient activities
- the justice system and violence prevention partner name(s)
- a brief summarization of the project including activities to be performed
- the proposed outcomes, if any, for the WIOA primary performance indicators and REO-specific indicators in Section IV.B.3.b; and any other expected outcomes

(2) Mandatory Partners - Letters of Commitment or MOUs

Submit signed and dated Letters of Commitment or Memoranda of Understanding between the applicant and Mandatory Partner organizations (Violence Prevention, Justice System, Employer/Industry), and/or sub-grantees as described in Section III.A.2.

b. Requested Attachments

We request the following attachments, but their omission will not cause us to disqualify the application. The omission of the attachment will, however, impact scoring unless otherwise noted.

(1) Past Performance Documentation

This attachment must include both the Chart of Past Performance and the Grantor Verification Letter (if the chart is not signed by the Grantor).

See Section IV.B.3.f for which applicants are to submit this documentation and additional instructions.

These documents must be uploaded as an attachment to the application package and labeled "Past Performance."

(2) Recommended Partners- Letters of Commitment or MOUs
Submit signed and dated Letters of Commitment or Memoranda of Understanding between the applicant and partner organizations and/or sub-grantees that propose to provide services to support the program model and lead to the identified outcomes. See Section IV.B.3. These letters must be uploaded as an attachment to the application package and labeled "Letters of Commitment."

(3) Indirect Cost Rate Agreement
If you are requesting indirect costs based on a Negotiated Indirect Cost Rate Agreement approved by your federal Cognizant Agency, then attach the most recently approved Agreement. (For more information, see Section IV.B.2. and Section IV.E.1.) This attachment does not impact scoring of the application.

This document must be uploaded as an attachment to the application package and labeled "NICRA."

(4) Financial System Risk Assessment Information
All applicants are requested to submit Funding Opportunity Announcement Financial System Risk Assessment Information. See Section V.B.2 for a sample template and additional instructions. This attachment does not impact the scoring of the application.

(5) Poverty Rate data

Applicants must provide a table based on American Community Survey data that lists the population and number of persons in poverty in each of the Census Tracts in the proposed target area. See Section VIII below for instructions on using American Community Survey data to identify the poverty rate of counties, Indian Reservations or Native Lands, and Census Tracts. See Section IV.B.3.a.1 above for instructions on how to create a poverty rate table and map (if applicable).

These documents must be uploaded as an attachment to the application package and labeled "Poverty data."

(6) Violent Crime Rate data

Applicants must provide data on the violent crime rate for the target area(s). See Section IV.B.3.a.2 above for instructions on how to calculate and present violent crime rate data. These documents must be uploaded as an attachment to the application package and labeled "Crime data."

(7) Logic Model

The Performance Measurement subsection requires the logic model attachment of no more than two pages. This document must be uploaded as an attachment to the application package and labeled "Logic model."

(8) Project Timeline

The timeline attachment includes all planning period activities, as well as the required implementation of Basic Services, Paid Work Experience, and Follow-up described in Section IV.B.3.(c). This document must be uploaded as an attachment to the application package and labeled "Timeline."

C. SUBMISSION DATE, TIME, PROCESS AND ADDRESS

Due Date for Applications:

April 02, 2024

This FOA has two closing dates. As mentioned above, we must receive your application by 03/26/2024 to be considered for Round 4. On 7/1/2024, this FOA will be re-posted on grants.gov and will be open until 10/15/2024 for Round 5. To be considered for Round 5, we must receive your application between 7/1/2024 and 10/15/2024.

You must submit your application electronically on https://www.grants.gov **no later than 11:59 p.m. Eastern Time on the closing date.**

Applicants are encouraged to submit their application before the closing date to minimize the risk of late receipt. We will not review applications received after 11:59 p.m. Eastern Time on the closing date. We will not accept applications sent by hard-copy, e-mail, telegram, or facsimile (FAX).

1. Hardcopy Submission

No applications submitted in hardcopy by mail or hand delivery (including overnight delivery) will be accepted for this funding opportunity.

2. Electronic Submission through Grants.gov

Applicants submitting applications must ensure successful submission **no later than 11:59 p.m. Eastern Time on the closing date**. Grants.gov will subsequently validate the application.

The process can be complicated and time-consuming. We strongly advise you to initiate the process as soon as possible and to plan for time to resolve technical problems. Note that validation does not mean that your application has been accepted as complete or has been accepted for review by the agency. Rather, grants.gov verifies only the submission of certain parts of an application.

a. How to Register to Apply through Grants.gov

Read through the registration process carefully before registering. These steps may take as long as four weeks to complete, and this time should be factored into plans for timely electronic submission in order to avoid unexpected delays that could result in the rejection of an application.

Applicants must follow the online instructions for registration at https://www.grants.gov/web/grants/applicants/organization-registration.html. We recommend that you prepare the information requested before beginning the registration process. Reviewing and assembling required information before beginning the registration process will alleviate last-minute searches for required information and save time.

An application submitted through Grants.gov constitutes a submission as an electronically signed application. The registration and account creation with Grants.gov, with E-Biz Point of Contact (POC) approval, establishes an Agency Organizational Representative (AOR). When an application is submitted through Grants.gov, the name of the AOR who submitted the application is inserted into the signature line of the application, serving as the electronic signature. The E-Biz POC must authorize the individual who is able to make legally binding

commitments on behalf of your organization as the AOR; this step is often missed and it is crucial for valid submissions.

b. How to Submit an Application to DOL via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared online environment where members of a grant team may simultaneously access and edit different webforms within an application. For a complete workspace overview, refer to https://www.grants.gov/web/grants/applicants/workspace-overview.html. For access to complete instructions on how to apply for opportunities, refer to https://www.grants.gov/web/grants/applicants/apply-for-grants.html.

When a registered applicant submits an application with Grants.gov, an electronic time stamp is generated within the system when the application is successfully received by Grants.gov. Grants.gov will send the applicant AOR an email acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) with the successful transmission of the application, serving as proof of timely submission. The applicant will receive two email messages to provide the status of the application's progress through the system.

- The first email will contain a tracking number and will confirm receipt of the application by Grants.gov.
- The second email will indicate the application has either been successfully validated or has been rejected due to errors.

Grants.gov will **reject applications if the applicant's registration in SAM is expired. Only applications that have been successfully submitted by the deadline and later successfully validated will be considered**. It is your responsibility to ensure a timely submission. While it is not required that an application be successfully validated before the deadline for submission, it is prudent to reserve time before the deadline in case it is necessary to resubmit an application that has not been successfully validated. Therefore, enough time should be allotted for submission (24-48 hours) and, if applicable, additional time to address errors and receive validation upon resubmission (an additional two business days for each ensuing submission). It is important to note that if enough time is not allotted and a rejection notice is received after the due date and time, DOL will not consider the application.

To ensure consideration, the components of the application must be saved as .doc, .docx, .xls, .xlsx, .rtf or .pdf files. If submitted in any other format, the applicant bears the risk that compatibility or other issues will prevent DOL from considering the application. We will attempt to open the document, but will not take any additional measures in the event of problems with opening.

We strongly advise applicants to use the various tools and documents, including FAQs, which are available on the "Applicant Resources" page at https://www.grants.gov/web/grants/applicants/applicant-faqs.html.

We encourage new prospective applicants to view the online tutorial, "Grant Applications 101: A Plain English Guide to ETA Competitive Grants," available through WorkforceGPS at

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To receive updated information about critical issues, new tips for users, and other time-sensitive updates as information is available, you may subscribe to "Grants.gov Updates" at https://www.grants.gov/web/grants/manage-subscriptions.html.

If you encounter a problem with Grants.gov and do not find an answer in any of the other resources, contact one of the following:

- call 1-800-518-4726 or 606-545-5035 to speak to a Customer Support Representative or
- email support@grants.gov.

The Grants.gov Contact Center is open 24 hours a day, 7 days a week but closed on federal holidays. If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number.

Late Applications
We will consider only applications successfully submitted through Grants.gov no later than 11:59 p.m. Eastern Time on the closing date and then successfully validated. **You take a significant risk by waiting to the last day to submit through Grants.gov.**

D. INTERGOVERNMENTAL REVIEW

This funding opportunity is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs."

E. FUNDING RESTRICTIONS

All proposed project costs must be necessary and reasonable and in accordance with federal guidelines. Determinations of allowable costs will be made in accordance with the Cost Principles, now found in the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), codified at 2 CFR Part 200 and at 2 CFR Part 2900 (Uniform Guidance-DOL specific). Disallowed costs are those charges to a grant that the grantor agency or its representative determines not to be allowed in accordance with the Cost Principles or other conditions contained in the grant. Applicants, whether successful or not, will not be entitled to reimbursement of pre-award costs.

Indirect Costs

As specified in the Uniform Guidance Cost Principles, indirect costs are those that are incurred for common or joint objectives and cannot be readily identified with a particular final cost objective. An indirect cost rate is required when an organization operates under more than one grant or other activity, whether federally-assisted or not. You have two options to claim reimbursement of indirect costs.

Option 1: You may use a NICRA or Cost Allocation Plan (CAP) supplied by the federal Cognizant Agency. If you do not have a NICRA/CAP or have a pending NICRA/CAP, and in

either case choose to include estimated indirect costs in your budget, at the time of award the Grant Officer will release funds in the amount of 10 percent of Modified Total Direct Costs (see DOL's definition below) to support indirect costs. Within 90 days of award, you are required to submit an acceptable indirect cost proposal or CAP to your federal Cognizant Agency to obtain a provisional indirect cost rate. (See Section IV.B.4. for more information on NICRA submission requirements.)

Option 2: Any organization that does not have a current negotiated (including provisional) rate, with the exceptions noted at 2 CFR Part 200.414(f) in the Cost Principles, may elect to charge a de minimis rate of 10 percent of modified total direct costs (see DOL's definition below), which may be used indefinitely. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as the non-Federal entity chooses to negotiate for a rate, which the non-Federal entity may apply to do at any time. (See 2 CFR Part 200.414(f) for more information on use of the de minimis rate.)

Modified Total Direct Cost definition: To avoid a serious inequity in the distribution of indirect costs, DOL defines MTDC as all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subaward or subcontract (regardless of the period of performance of the subawards and subcontracts under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward or subcontract in excess of $25,000.

Use of Grant Funds for Participant Wages

Applicants may spend up to 30 percent of the total budget on participant wages, wage subsidies, and/or stipends. If it becomes apparent post-award that additional funding for participant wages, wage subsidies, and/or stipends is necessary to implement the program successfully, the awardee must seek and gain approval from DOL prior to making such a change.

Applicants may spend up to 7 percent of the total budget on incentives and needs-related payments. Awardees must have a written policy on incentives and needs-related payments, including eligibility guidelines and ensure the policy is applied consistently.

Salary and Bonus Limitations

None of the funds appropriated under the heading "Employment and Training" in the appropriation statute(s) may be used by a recipient or subrecipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. This limitation does not apply to contractors providing goods and services as defined in the Audit Requirements of the OMB Uniform Guidance (see 2 CFR Part 200 Subpart F). Where states are recipients of such funds, states may establish a lower limit for salaries and bonuses of those receiving salaries and bonuses from subrecipients of such funds, taking into account factors including the relative cost of living in the state, the compensation levels for comparable state or local government employees, and the size of the organizations that administer federal programs involved including ETA programs. See Public Law 113-235, Division G, Title I, section 105, and TEGL number 05-06 for further clarification: https://www.dol.gov/agencies/eta/advisories/training-and-employment-guidance-letter-no-05-06.

Intellectual Property Rights

Pursuant to 2 CFR Part 2900.13, to ensure that the federal investment of DOL funds has as broad an impact as possible and to encourage innovation in the development of new learning materials, the grantee will be required to license to the public all work created with the support of the grant under a Creative Commons Attribution 4.0 (CC BY) license. Work that must be licensed under the CC BY includes both new content created with the grant funds and modifications made to pre-existing, grantee-owned content using grant funds.

This license allows subsequent users to copy, distribute, transmit, and adapt the copyrighted work and requires such users to attribute the work in the manner specified by the grantee. Notice of the license shall be affixed to the work. For general information on CC BY, please visit https://creativecommons.org/licenses/by/4.0.

Instructions for marking your work with CC BY can be found at https://wiki.creativecommons.org/Marking_your_work_with_a_CC_license.

Questions about CC BY as it applies to this specific funding opportunity should be submitted to the ETA Grants Management Specialist specified in Section VII.

Only work that is developed by the recipient in whole or in part with grant funds is required to be licensed under the CC BY license. Pre-existing copyrighted materials licensed to or purchased by the grantee from third parties, including modifications of such materials, remain subject to the intellectual property rights the grantee receives under the terms of the particular license or purchase. In addition, works created by the grantee without grant funds do not fall under the CC BY licensing requirement.

The purpose of the CC BY licensing requirement is to ensure that materials developed with funds provided by these grants result in work that can be freely reused and improved by others. When purchasing or licensing consumable or reusable materials, the grantee is expected to respect all applicable federal laws and regulations, including those pertaining to the copyright and accessibility provisions of the Federal Rehabilitation Act.

Separate from the CC BY license to the public, the Federal Government reserves a paid-up, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for federal purposes (i) the copyright in all products developed under the grant, including a subaward or contract under the grant or subaward; and (ii) any rights of copyright to which the recipient, subrecipient, or a contractor purchases ownership under an award (including, but not limited to, curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise. The grantee may not use federal funds to pay any royalty or license fee for use of a copyrighted work, or the cost of acquiring by purchase a copyright in a work, where the Department has a license or rights of free use in such work. If revenues are generated through selling products developed with grant funds, including intellectual property, DOL treats such revenues as program income. Such program income is added to the grant and must be expended for allowable grant activities.

If applicable, the following standard ETA disclaimer needs to be on all products developed in whole or in part with grant funds.

"This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the

grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it."

Credential Transparency

The Department wishes to ensure that individuals, employers, educators and training providers have access to the most complete, current and beneficial information about providers, programs credentials, and competencies supported with these public, federal funds. To this end, the Department requires that information about all credentials (including but not limited to diplomas, badges, certificates, certifications, apprenticeships, licenses, and degrees of all levels and types) and competencies (knowledge, skills and abilities) developed or delivered through the use of these public federal funds be made publicly accessible through the use of linked open data formats that support full transparency and interoperability, such as through the use of credential transparency description language specifications. ETA will provide specific guidance and technical assistance on data elements to include in the published open data, such as information about the credential provider, the credential and its associated competencies, delivery mode, geographic coverage, the industry sector(s) and occupation(s) for which the credential was developed, related assessments, related accreditations or other quality assurances where appropriate, costs, and available outcomes.

F. OTHER SUBMISSION REQUIREMENTS

Withdrawal of Applications: You may withdraw an application by written notice to the Grant Officer at any time before an award is made.

V. APPLICATION REVIEW INFORMATION

A. CRITERIA

We have instituted procedures for assessing the technical merit of applications to provide for an objective review of applications and to assist you in understanding the standards against which your application will be judged. The evaluation criteria are based on the information required in the application as described in Sections IV.B.2. (Project Budget) and IV.B.3. (Project Narrative). Reviewers will award points based on the evaluation criteria described below.

Section IV.B.3 (Project Narrative) of this FOA has several "section headers" (e.g. IV.B.3.a), Statement of Need). Each of these "section headers" of the Project Narrative may include one or more "criterion," and each "criterion" includes one or more "rating factors," which provide detailed specifications for the content and quality of the response to that criterion. Each of the rating factors have specific point values assigned. These point values are the number of points possible for the application to earn for the rating factor.

Criteria	Points (maximum)
1. Statement of Need (See Section IV.B.3.a. Statement of Need)	12 total
2. Performance Measurement, Outputs, and Outcomes (See Section IV.B.3.b. Performance)	12 total
3. Project Design (See Section IV.B.3.c. Project Design)	28 total
4. Partnerships (See Section IV.B.3.d. Partnerships)	18 total
5. Organizational, Administrative, and Fiscal Capacity (See Section IV.B.3.e. Organizational, Administrative, and Fiscal Capacity)	8 total
6. Past Performance – Programmatic Capability (See Section IV.B.3.f. Past Performance – Programmatic Capability)	16 total
7. Budget and Budget Justification (See Section IV.B.2. Project Budget)	6 total
TOTAL	**100**

Section IV.B.3, Project Narrative, provides a detailed explanation of the information an application must include (e.g., a comprehensive work plan for the whole period of performance with feasible and realistic dates). Reviewers will rate each "rating factor" based on how fully and convincingly the applicant responds. For each "rating factor" under each "criterion," panelists will determine whether the applicant thoroughly meets, partially meets, or fails to meet the "rating factor," unless otherwise noted in Section IV.B.3, based on the definitions below:

Standard Rating	Definition	Standard for Calculating Points
Thoroughly Meets	The application thoroughly responds to the rating factor and fully and convincingly satisfies all of the stated specifications.	Full Points
Partially Meets	The application responds incompletely to the rating factor or the application convincingly satisfies some, but not all, of the stated specifications.	Half Points

Standard Rating	Definition	Standard for Calculating Points
Fails to Meet	The application does not respond to the rating factor or the application does respond to the rating factor but does not convincingly satisfy any of the stated specifications.	Zero Points

In order to receive the maximum points for each rating factor, applicants must provide a response to the requirement that fully describes the proposed program design and demonstrates the quality of approach, rather than simply re-stating a commitment to perform prescribed activities. In other words, applicants must describe why their proposal is the best strategy and how they will implement it, rather than that the strategy contains elements that conform to the requirements of this FOA.

B. REVIEW AND SELECTION PROCESS

1. Merit Review and Selection Process
A technical merit review panel will carefully evaluate applications against the selection criteria to determine the merit of applications. These criteria are based on the policy goals, priorities, and emphases set forth in this FOA. Up to 100 points may be awarded to an applicant, depending on the quality of the responses provided. The final scores (which may include the mathematical normalization of review panels) will serve as the primary basis for selection of applications for funding. The panel results are advisory in nature and not binding on the Grant Officer. The Grant Officer reserves the right to make selections based solely on the final scores or to take into consideration other relevant factors when applicable. Such factors may include the geographic distribution of funds, eligible applicant group representation, and other relevant factors. The Grant Officer may consider any information that comes to their attention.

The government may elect to award the grant(s) with or without discussion with the applicant. Should a grant be awarded without discussion, the award will be based on the applicant's signature on the SF-424, including electronic signature via E-Authentication on https://www.grants.gov, which constitutes a binding offer by the applicant.

2. Risk Review Process
Prior to making an award, ETA will review information available through various sources, including its own records and any OMB-designated repository of government-wide eligibility qualification or financial integrity information, such as Federal Awardee Performance and Integrity Information System (FAPIIS), and Sam.gov. Additionally, ETA will comply with the requirements of 2 CFR Part 180 codified at 2 CFR Part 2998 (Non-procurement Debarment and Suspension). This risk evaluation may incorporate results of the evaluation of the applicant's eligibility (application screening) or the quality of its application (merit review). If ETA determines that an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award. Criteria to be evaluated include the following:

i. Financial stability;

ii. Quality of management systems and ability to meet the management standards prescribed in the Uniform Grant Guidance;

iii. History of performance. The applicant's record in managing awards, cooperative agreements, or procurement awards, if it is a prior recipient of such federal awards, including timeliness of compliance with applicable reporting requirements and, if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;

iv. Reports and findings from audits performed under Subpart F–Audit Requirements of the Uniform Grant Guidance or the reports and findings of any other available audits and monitoring reports containing findings, issues of non-compliance, or questioned costs;

v. The applicant's ability to effectively implement statutory, regulatory, and other requirements imposed on recipients.

NOTE: As part of ETA's Risk Review process, the Grant Officer will determine the following:

- If the applicant had any restriction on spending for any ETA grant due to adverse monitoring findings; or
- If the applicant received a High Risk determination in accordance with TEGL 23-15.

Depending on the severity of the findings and whether the findings were resolved, the Grant Officer may, at their discretion, elect not to fund the applicant for a grant award regardless of the applicant's score in the competition.

All applicants are requested to submit the following information as an attachment to their application (suggested template below) for ETA to assess the applicant's Financial System. This information will be taken into account as one component of ETA's Risk Review Process. Applicants may use the suggested template or answer the questions in a separate attachment. It is unlikely that an organization will be able to manage a federal grant without the following system/processes in place. Applicants are expected to have these in place before applying for a grant with ETA.

U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA) **FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT**		
	SECTION A: PURPOSE	
The financial responsibility of grantees must be such that the grantee can properly discharge the public trust which accompanies the authority to expend public funds. Adequate administrative and financial systems including the accounting systems should meet the following criteria as contained in 2 CFR 200 and 2 CFR 2900. (1) Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant. (2) Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located.		

(3)   The accounting system should provide accurate and current financial reporting information.

(4)   The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.

	SECTION B: GENERAL	

1. Applicant Legal Name (as it appears in SAM.gov):

a. When was the organization founded/incorporated *(month, day, year):*	b. Principal Officers Names, Title, Email Address President/Chair Board of Directors: Chief Executive Officer: Chief Financial Officer: Accounting/Budget Officer:
c. Employer Identification Number:	
d. Number of Employees Full Time: Part Time:	

2. Is the organization or institution affiliated with any other organization: Yes No If yes, please provide details as to the nature of the company (for profit, nonprofit, LLC, etc) and if it provides services or products to the organization in relation to this grant.	3. Total Sales/Revenues in most recent accounting period. *(12 months)* $

	SECTION C: ACCOUNTING SYSTEM	

NOTE: Provide a detailed response (on a separate page on your organization's letterhead and signed/dated by a Principal Officer) for any items 2-9 of Section C that have "No" or "Not Sure" answer(s), providing enough information to clearly reflect the expertise of the organization in these areas.

1. Has any Government Agency rendered an official written opinion concerning the adequacy of the accounting system for the collection, identification and allocation of costs under Federal contracts/grants?   Yes   No

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a. If yes, provide name, and address of Agency performing review:	b. Attach a copy of the latest review and any subsequent correspondence, clearance documents, etc.		
2. Which of the following best describes the accounting system:	State administered	Internally Developed	Web-based
3. Does the accounting system identify the receipt and expenditure of program funds separately for each contract/grant?	Yes	No	Not Sure
4. Does the accounting system provide for the recording of expenditures for each grant/contract by the component project and budget cost categories shown in the approved budget?	Yes	No	Not Sure
5. Are time distribution records maintained for an employee when his/her effort can be specifically identified to a particular cost objective?	Yes	No	Not Sure
6. If the organization proposes an overhead rate, does the accounting system provide for the segregation of direct and indirect expenses?	Yes	No	Not Sure
7. Does the organization have an approved indirect cost rate or cost allocation plan? If so, who approved it (Federal Cognizant Agency or a Pass-through Entity)? What are the effective dates?	Yes	No	Not Sure
8. Does the accounting/financial system include budgetary controls to preclude incurring obligations in excess of: a. Total funds available for a grant? b. Total funds available for a budget cost category (e.g. Personnel, Travel, etc)?	Yes Yes	No No	Not Sure Not Sure
9. Does the organization or institution have an internal control structure that would provide reasonable assurance that the grant funds, assets, and systems are safeguarded?	Yes	No	Not Sure
	SECTION D: FINANCIAL STABILITY		
1. Is there any legal matter or an ongoing financial concern that may impact the organization's ability to manage and administer the grant? Yes No If yes, please explain briefly.			
	SECTION E: FINANCIAL STATEMENTS		
1. Did an independent certified public accountant (CPA) ever examine the financial statements? Yes No			

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2. If an independent CPA review was performed please attach a copy of their latest report and any management letters issued.   Enclosed   N / A
3. If an independent CPA was engaged to perform a review and no report was issued, please provide details and an explanation below:

	SECTION F: PAYMENT MANAGEMENT SYSTEM ACCOUNT	
1. ETA uses the Department of Health and Human Services Payment Management System (PMS). If your organization has an ETA PMS account, provide the PMS EIN and the PMS account (e.g., 89X7X) where grant funding should be placed if selected for award.		

	SECTION G: ADDITIONAL INFORMATION	
1. Use this space for any additional information *(indicate section and item numbers if a continuation)*		

VI. AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

All award notifications will be posted on the ETA Homepage at
https://www.dol.gov/agencies/eta/. Applicants selected for award will be contacted directly before the grant's execution. Non-selected applicants will be notified by mail or email and may request a written debriefing on the significant weaknesses of their application.

Selection of an organization as a recipient does not constitute approval of the grant application as submitted. Before the actual grant is awarded, we may enter into negotiations about such items as program components, staffing and funding levels, and administrative systems in place to

support grant implementation. If the negotiations do not result in a mutually acceptable submission, the Grant Officer reserves the right to terminate the negotiations and decline to fund the application. We reserve the right not to fund any application related to this FOA.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. Administrative Program Requirements

All grantees will be subject to all applicable federal laws and regulations, including the OMB Uniform Guidance, and the terms and conditions of the award. The grant(s) awarded under this FOA will be subject to the following administrative standards and provisions.

i. Non-Profit Organizations, Educational Institutions, For-profit entities and State, Local, and Indian Tribal Governments–2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) and 2 CFR Part 2900 (DOL's Supplement to 2 CFR Part 200).

ii. All recipients must comply with the applicable provisions of the Workforce Innovation and Opportunity Act (WIOA), Public Law No. 113-328, 128 Stat. 1425 (codified as amended at 29 U.S.C. 3101 et. seq.) and the applicable provisions of the regulations at 20 CFR Part 675 et. seq. Note that 20 CFR Part 683 (Administrative Provisions) allows unsuccessful applicants to file administrative appeals.

iii. All entities must comply with 29 CFR Part 93 (New Restrictions on Lobbying), 29 CFR Part 94 (Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)), 2 CFR Part 180 (OMB Guidance to Agencies on Government-wide Debarment and Suspension (Non-procurement)), and, where applicable, 2 CFR Part 200 (Audit Requirements).

iv. 29 CFR Part 2, subpart D—Equal Treatment in Department of Labor Programs for Religious Organizations; Protection of Religious Liberty of Department of Labor Social Service Providers and Beneficiaries.

v. 29 CFR Part 31—Nondiscrimination in Federally Assisted Programs of the Department of Labor—Effectuation of Title VI of the Civil Rights Act of 1964.

vi. 29 CFR Part 32—Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance.

vii. 29 CFR Part 35—Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance from the Department of Labor.

viii. 29 CFR Part 36—Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.

ix. 29 CFR Part 38 – Implementation of the Nondiscrimination and Equal Opportunity Provisions of the Workforce Innovation and Opportunity Act.

x. 29 CFR Parts 29 and 30—Labor Standards for the Registration of Apprenticeship Programs, and Equal Employment Opportunity in Apprenticeship and Training, as applicable.

xi. The Department of Labor will follow the procedures outlined in the Department's Freedom of Information Act (FOIA) regulations (29 CFR Part 70). If DOL receives a FOIA request for your application, the procedures in DOL's FOIA regulations for responding to requests for commercial/business information submitted to the government will be followed, as well as all FOIA exemptions and procedures. See generally 5 U.S.C. § 552; 29 CFR Part 70.

xii.   Standard Grant Terms and Conditions of Award—see the following link:
https://www.dol.gov/agencies/eta/grants/resources.

2. Other Legal Requirements

a. Religious Activities

The Department notes that the Religious Freedom Restoration Act (RFRA), 42 U.S.C. § 2000bb, applies to all federal law and its implementation. If an applicant organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled to receive federal financial assistance under this grant solicitation and maintain that hiring practice. As stated in 29 CFR 2.32(a), religious organizations are eligible on the same basis as any other organization, to seek DOL support or participate in DOL programs for which they are otherwise eligible. Guidance from DOL is found at https://www.dol.gov/agencies/oasam/grants/religious-freedom-restoration-act/guidance.

b. Lobbying or Fundraising the U.S. Government with Federal Funds

In accordance with Section 18 of the Lobbying Disclosure Act of 1995 (Public Law 104-65) (2 U.S.C. § 1611), non-profit entities incorporated under Internal Revenue Service Code section 501(c)(4) that engage in lobbying activities are not eligible to receive federal funds and grants. No activity, including awareness-raising and advocacy activities, may include fundraising for, or lobbying of, U.S. federal, state, or local governments (see 2 CFR Part 200.450 for more information).

c. Transparency Act Requirements

You must ensure that you have the necessary processes and systems in place to comply with the reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (Pub. Law 109-282, as amended by the Government Funding Transparency Act of 2008, Pub. Law 110-252, Title VI, Chap. 2, Sec. 6202), as follows.

- Except for those excepted from the Transparency Act under sub-paragraphs 1, 2, and 3 below, you must ensure that you have the necessary processes and systems in place to comply with the subaward and executive total compensation reporting requirements of the Transparency Act, should you receive funding.
- Upon award, you will receive detailed information on the reporting requirements of the Transparency Act, as described in 2 CFR Part 170, Appendix A, which can be found at https://www.govinfo.gov/content/pkg/CFR-2021-title2-vol1/pdf/CFR-2021-title2-vol1-part170-appA.pdf.

The following types of awards are not subject to the Federal Funding Accountability and Transparency Act.

1. Federal awards to individuals who apply for or receive federal awards as natural persons (e.g., unrelated to any business or non-profit organization he or she may own or operate in his or her name);
2. Federal awards to entities that had a gross income, from all sources, of less than $300,000 in the entities' previous tax year; and
3. Federal awards, if the required reporting would disclose classified information.

d. Safeguarding Data Including Personally Identifiable Information (PII)

Applicants submitting applications in response to this FOA must recognize that confidentiality of PII and other sensitive data is of paramount importance to the Department of Labor and must be observed except where disclosure is allowed by the prior written approval of the Grant Officer or by court order. By submitting an application, you are assuring that all data exchanges conducted through or during the course of performance of this grant will be conducted in a manner consistent with applicable federal law and TEGL 39-11 (issued June 28, 2012). All such activity conducted by ETA and/or recipient(s) will be performed in a manner consistent with applicable state and federal laws.

By submitting a grant application, you agree to take all necessary steps to protect such confidentiality by complying with the following provisions that are applicable in governing the handling of confidential information: You must ensure that PII and sensitive data developed, obtained, or otherwise associated with DOL/ETA funded grants is securely transmitted.

    i.   To ensure that such PII is not transmitted to unauthorized users, all PII and other sensitive data transmitted via e-mail or stored on CDs, DVDs, thumb drives, etc., must be encrypted using a Federal Information Processing Standards (FIPS) 140-2 compliant and National Institute of Standards and Technology (NIST) validated cryptographic module. You must not e-mail unencrypted sensitive PII to any entity, including ETA or contractors.

    ii.   You must take the steps necessary to ensure the privacy of all PII obtained from participants and/or other individuals and to protect such information from unauthorized disclosure. You must maintain such PII in accordance with the ETA standards for information security described in TEGL NO. 39-11 and any updates to such standards we provide to you. Grantees who wish to obtain more information on data security should contact their Federal Project Officer.

    iii.   You must ensure that any PII used during the performance of your grant has been obtained in conformity with applicable federal and state laws governing the confidentiality of information.

    iv.   You further acknowledge that all PII data obtained through your ETA grant must be stored in an area that is physically safe from access by unauthorized persons at all times and the data will be processed using recipient-issued equipment, managed information technology (IT) services, and designated locations approved by ETA. Accessing, processing, and storing of ETA grant PII data on personally owned equipment, at off-site locations, (e.g., employee's home), and non-recipient managed IT services, (e.g., Yahoo mail), is strictly prohibited unless approved by ETA.

    v.   Your employees and other personnel who will have access to sensitive/confidential/proprietary/private data must be advised of the confidential nature of the information, the safeguards required to protect the information, and that there are civil and criminal sanctions for noncompliance with such safeguards that are contained in federal and state laws.

    vi.   You must have policies and procedures in place under which your employees and other personnel, before being granted access to PII, acknowledge their understanding of the confidential nature of the data and the safeguards with which they must comply in their handling of such data, as well as the fact that they may be liable to civil and criminal sanctions for improper disclosure.

vii. You must not extract information from data supplied by ETA for any purpose not stated in the grant agreement.

viii. Access to any PII created by the ETA grant must be restricted to only those employees of the grant recipient who need it in their official capacity to perform duties in connection with the scope of work in the grant agreement.

ix. All PII data must be processed in a manner that will protect the confidentiality of the records/documents and is designed to prevent unauthorized persons from retrieving such records by computer, remote terminal, or any other means. Data may be downloaded to, or maintained on, mobile or portable devices only if the data are encrypted using NIST validated software products based on FIPS 140-2 encryption. In addition, wage data may be accessed only from secure locations.

x. PII data obtained by the recipient through a request from ETA must not be disclosed to anyone but the individual requestor, except as permitted by the Grant Officer or by court order.

xi. You must permit ETA to make onsite inspections during regular business hours for the purpose of conducting audits and/or conducting other investigations to assure that you are complying with the confidentiality requirements described above. In accordance with this responsibility, you must make records applicable to this Agreement available to authorized persons for the purpose of inspection, review, and/or audit.

xii. You must retain data received from ETA only for the period of time required to use it for assessment and other purposes, or to satisfy applicable federal records retention requirements, if any. Thereafter, you agree that all data will be destroyed, including the degaussing of magnetic tape files and deletion of electronic data.

e. Record Retention

You must follow federal guidelines on record retention, which require that you maintain all records pertaining to grant activities for a period of at least three years from the date of submission of the final expenditure report. See 2 CFR Part 200.333-.337 for more specific information, including information about the start of the record retention period for awards that are renewed quarterly or annually, and when the records must be retained for more than three years.

f. Use of Contracts and Subawards

You must abide by the following definitions of contract, contractor, subaward, and subrecipient.

Contract: Contract means a legal instrument by which a non-federal entity (defined as a state or local government, Indian tribe, institution of higher education (IHE), non-profit organization, for-profit entity, foreign public entity, or a foreign organization that carries out a federal award as a recipient or subrecipient) purchases property or services needed to carry out the project or program under a federal award. The term as used in this FOA does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward (see definition of Subaward below).

Contractor: Contractor means an entity that receives a contract as defined above in Contract.

Subaward: Subaward means an award provided by a pass-through entity (defined as a non-federal entity that provides a subaward to a subrecipient to carry out part of a federal program) to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

Subrecipient: Subrecipient means a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program, but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency.

You must follow the provisions at 2 CFR 200.330-.332 regarding subrecipient monitoring and management. Also see 2 CFR Part 200.308(c)(6) regarding prior approval requirements for subawards. When awarding subawards, you are required to comply with provisions on government-wide suspension and debarment found at 2 CFR Part 180 and codified at 2 Part CFR Part 2998.

g. Closeout of Grant Award

Any entity that receives an award under this Announcement must close its grant with ETA at the end of the final year of the grant. Information about this process may be found in ETA's Grant Closeout FAQ located at
https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/GCFAQ.pdf.

3. Other Administrative Standards and Provisions

Except as specifically provided in this FOA, our acceptance of an application and an award of federal funds to sponsor any programs(s) does not provide a waiver of any grant requirements and/or procedures. For example, the OMB Uniform Guidance requires that an entity's procurement procedures ensure that all procurement transactions are conducted, as much as practical, to provide full and open competition. If an application identifies a specific entity to provide goods or services, the award does not provide the justification or basis to sole-source the procurement (i.e., avoid competition).

4. Special Program Requirements

a. ETA Evaluation

As a condition of grant award, grantees are required to participate in an evaluation, if undertaken by DOL. The evaluation may include an implementation assessment across grantees, an impact and/or outcomes analysis of all or selected sites within or across grantees, and a benefit/cost analysis or assessment of return on investment. Conducting an impact analysis could involve random assignment (which involves random assignment of eligible participants into a treatment group that would receive program services or enhanced program services, or into control group(s) that would receive no program services or program services that are not enhanced). We may require applicants to collect data elements to aid

the evaluation. As a part of the evaluation, as a condition of award, grantees must agree to: (1) make records available to the evaluation contractor on participants, employers, and funding; (2) provide access to program operating personnel, participants, and operational and financial records, and any other relevant documents to calculate program costs and benefits; and (3) in the case of an impact analysis, facilitate the assignment by lottery of participants to program services, including the possible increased recruitment of potential participants; and (4) follow evaluation procedures as specified by the evaluation contractor under the direction of DOL.

b. Performance Goals

Please note that applicants will be held to outcomes provided, and failure to meet those outcomes may result in technical assistance or other intervention by ETA, and may also have a significant impact on decisions about future grants with ETA.

C. REPORTING

You must meet DOL reporting requirements. Specifically, you must submit the reports and documents listed below to DOL electronically.

1. Quarterly Financial Reports

A Quarterly Financial Status Report (ETA 9130) is required until such time as all funds have been expended or the grant period has expired. Quarterly reports are due by the 15th day of the second month after each calendar-year quarter. On the final Financial Status Report, you must include any subaward amounts so we can calculate final indirect costs, if applicable. You must use DOL's Online Electronic Reporting System and information and instructions will be provided to grantees. For other guidance on ETA's financial reporting, reference TEGL 20-19 and our webpage at https://www.dol.gov/agencies/eta/grants/management/reporting.

2. Quarterly Performance Reports

The grantee must submit a quarterly performance report by the 15th day of the second month after each calendar-year quarter. The report must include quarterly information on interim indicators and performance goals. The last quarterly progress report will serve as the grant's Final Performance Report. This report must provide both quarterly and cumulative information on the grant performance. Submission requirements will be provided to grantees upon award. We will also provide you with guidance about the data and other information that is required to be collected and reported on either a regular basis or special request basis.

You must use the REO-Grantee Performance Management System (REO-GPMS) to facilitate quarterly performance reporting. Training and technical assistance for REO-GPMS will be provided to grantees upon award.

3. Quarterly Narrative Performance Reports

In addition to the Quarterly Performance Report, the grantee must submit the Joint Quarterly Narrative Performance Report Template (ETA 9179) progress report by the 15th day of the second month after each calendar year quarter during which the grant is within the period of performance for the award. The report includes quarterly information regarding accomplishments, including project success stories, upcoming grant activities, and promising

approaches and processes, as well as progress toward performance outcomes, including updates on product, curricula, and training development.

For further information about this FOA, please contact Ariam Ferro, Grants Management Specialist, Office of Grants Management, at GO_FOA-ETA-24-06@dol.gov. Applicants should e-mail all technical questions to GO_FOA-ETA-24-06@dol.gov and must specifically reference FOA-ETA-24-06, and along with question(s), include a contact name, and phone number. This Announcement is available on the ETA website at https://www.dol.gov/agencies/eta/grants and at https://www.grants.gov.

VIII. OTHER INFORMATION

A. WEB-BASED RESOURCES

DOL maintains a number of web-based resources that may be of assistance to applicants. These include the CareerOneStop portal (https://www.careeronestop.org), which provides national and state career information on occupations; the Service Locator function within the CareerOneStop webpage which provides a directory of the nation's American Job Centers, also known as one-stop centers, (https://www.careeronestop.org/LocalHelp/service-locator.aspx); and the Occupational Information Network (O*NET) Online (https://online.onetcenter.org), which provides occupational competency profiles.

B. INDUSTRY COMPETENCY MODELS AND CAREER CLUSTERS

ETA supports an Industry Competency Model Initiative to promote an understanding of the skill sets and competencies that are essential to an educated and skilled workforce. A competency model is a collection of competencies that, taken together, define successful performance in a particular work setting. Competency models serve as a starting point for the design and implementation of workforce and talent development programs. To learn about the industry-validated models, visit the Competency Model Clearinghouse (CMC) at https://www.careeronestop.org/CompetencyModel. The CMC site also provides tools to build or customize industry models, as well as tools to build career ladders and career lattices for specific regional economies.

C. WORKFORCEGPS RESOURCES

We encourage you to view the information on workforce resources gathered through consultations with federal agency partners, industry stakeholders, educators, and local practitioners, and made available on WorkforceGPS at https://www.workforcegps.org.

We encourage you to view the online tutorials, "Grant Applications 101: A Plain English Guide to ETA Competitive Grants," and "Grants Application 101: Budgetary Forms - SF-424, 424A, 424B, and Budget Narrative" available through WorkforceGPS at https://grantsapplicationandmanagement.workforcegps.org/resources/2022/05/10/15/23/How-to-Apply-for-a-Grant.

We created Workforce System Strategies to make it easier for the public workforce system and its partners to identify effective strategies and support improved customer outcomes. The collection highlights strategies informed by a wide range of evidence, such as experimental

studies and implementation evaluations, as well as supporting resources, such as toolkits. We encourage you to review these resources by visiting https://strategies.workforcegps.org.

We created a technical assistance portal at https://grantsapplicationandmanagement.workforcegps.org/ that contains online training and resources for fiscal and administrative issues. Online trainings available include, but are not limited to, Introduction to Grant Applications and Forms, Indirect Costs, Cost Principles, and Accrual Accounting.

D. SKILLSCOMMONS RESOURCES

SkillsCommons (https://www.skillscommons.org) offers an online library of curriculum and related training resources to obtain industry-recognized credentials in manufacturing, IT, healthcare, energy, and other industries. The website contains thousands of Open Educational Resources (OER) for job-driven workforce development, which were produced by grantees funded through DOL's Trade Adjustment Assistance Community College and Career Training (TAACCCT) program. Community colleges and other training providers across the nation can reuse, revise, redistribute, and reorganize the OER on SkillsCommons for institutional, industry, and individual use.

E. DIRECTIONS FOR USING CENSUS (ACS) DATA TO IDENTIFY POVERTY RATES IN TARGET AREAS

As stated in Section C.4. Target Area, applicants must use American Community Survey data to define counties, Indian Reservations or Native Lands, or contiguous Census Tracts as target areas for their grants. Note that cities are not on this list and the poverty rate of contiguous Census Tracts must be used to define target areas within cities.

Directions for using American Community Survey (ACS) data to determine high-poverty areas are as follows. Subsection (1) describes how to identify the poverty rate of an overall county. Subsection (2) describes how to identify the poverty rate of contiguous high-poverty Census Tracts in a city or county. Subsection (3) describes how to determine the poverty rate of American Indian Reservations, Oklahoma Tribal Statistical Areas, Alaska Native Village Statistical Areas or Alaska Native Regional Corporation Areas, Native Hawaiian Homeland Areas, or other tribal areas.

You can use Microsoft Edge, Google Chrome, or Microsoft Explorer to identify the poverty rates of overall counties. However, you will need to use either the Microsoft Edge or Google Chrome internet browser to identify contiguous high-poverty Census Tracts and to identify poverty rates of Indian Reservations and Native Areas. Microsoft Explorer will not work to identify poverty rates of contiguous Census Tracts, Indian Reservations, or other Native Areas.

(1) Determining the Poverty Rate of an Overall County

The directions for determining the poverty rate of counties differ for counties with populations greater than 5,000 and counties with a population less than 5,000.

For counties with a population of 5,000 and more:
1. Click on https://www.census.gov.
2. Scroll down the page to "**Need data quickly?** Access local data with QuickFacts." Click on **View QuickFacts**.
3. On the page that comes up, type in the name and state of your county, and then hit return.

4. A page will come up with various information on your county and the entire United States. Scroll down near the bottom of the table under *Income and Poverty* and it will give you *Persons in Poverty, percent* for your county and for the United States.

For counties with a population of less than 5,000:

1. Go to: https://www.census.gov/acs/www/data/data-tables-and-tools/narrative-profiles.
2. A page will open with options to select from various geographic types. Select County. Then select your state from the dropdown menu.
3. Once you have selected your state you can select your county from the dropdown menu of counties.
4. Once you have selected your county click on **Get Narrative Profile**. It will take a few seconds for the Narrative Profile to load.
5. Once the Narrative Profile loads, scroll down to **Poverty and Participation in Government Programs** to see the Poverty Rate. Use the Poverty Rate shown first, People in Poverty.

If you want to use your entire county as the target area all you need to do is state in your application the poverty rate of the county and that this is the poverty rate provided on the Census webpage. Go to Section 2 if you want to identify contiguous Census Tracts with poverty rates higher than that of the overall county. Note that you can choose to either the county poverty rate or the poverty rate of contiguous Census Tracts. It is not sufficient to simply use the poverty rate of a city because the poverty Census tracts in a city may not be contiguous.

(2) Determining the Poverty Rate of Contiguous Census Tracts in your City or County or State

The directions for finding the poverty rate of a contiguous set of Census tracts in a city or county are as follows.

1. Go to https://data.Census.gov/cedsci
2. A box will come up with the words "Find Tables, Maps, and More…" Type in the name of your city or county and state, plus the words "city" or "county" and "poverty status*."* For example, Cincinnati City, Ohio Poverty Status or Hamilton County, Ohio poverty status. Do *not* just click on the name of the city or county when it comes up; you need to type "poverty status" after the name of the city or county to search for the poverty table that you need.
3. On the next page a series of tables will come up. The first table listed is **S1701-Poverty Status in the Past 12 Months**. Do *not* click on the table name, instead click View All 23 Products immediately below the table name. This will expand the options for the S1701-Poverty status in the Past 12 months.
4. Next select the **2020: ACS 5-Year Estimates Subject Tables**. (Note that as these directions are written the Census Bureau is showing 2020 data, but eventually it will make 5-year estimates available for 2021. Use whichever year of data is available at the time you are using the Census website. You don't need to update your calculations with 2020 data if 2021 data becomes available later.)
5. A table will appear showing the poverty rate of the overall city or county. Above the table is a row of 17 tabs or icons. Click on **Map**, which is the last tab in the row. The map should take you directly to your city or county. If it just takes you to your overall state, start all over again and make sure that you add "city" to the name of your city or

"county" to the name of your county in Step 2. For example, instead of "St. Louis, Missouri Poverty Status," type in "St. Louis City, Missouri Poverty Status."

6. Then, you need to change the view of the map to include Census Tracts. Above the map the tabs or icons have changed. Click on the **Layer**. In the box that appears with available layers, search for "Tract." Next, select Census Tract or Tribal Census Tract as appropriate.

7. Once you click, you will see the Census tracts in your city or county. To see the Census tract numbers and street names you may need to magnify (zoom in) part of the map by using the plus and minus signs at the top right corner of the map. (Note: you will not be able to see Census Tracts unless you have selected the ACS 5-year Estimates in Step 4.)

8. Now, you are ready to start selecting Census tracts for your target area. Place your cursor over a Census tract and click on it, and then you will be given the opportunity to select it. It is not enough to just click once on a Census tract; you must click once on the Census tract and click again on the word "**Select"** when prompted. Once you select a Census tract it will become highlighted.

9. You may select Census tracts individually, or you may select many at once. To select multiple Census tracts, you must click on **Select** in the row of icons or tabs above the map. Then you can click and drag your cursor over several Census Tracts. Once you select a Census tract it will become highlighted. To stop selecting multiple Census Tracts you need to exit the Select-mode by clicking the **Select** icon or tab again.

10. Make sure to select all the Census tracts that you expect to be in the target area. Make sure that the Census are contiguous as required in this grant announcement.

11. When you have selected all of your Census tracts, take a screenshot of the map to include in your application because you may not be able to easily return to the map again.

12. Once you have selected all the Census tracts that you want and made a screenshot of the map, click on **Table** in the row of icons and tabs near the right end.

13. The Map Table will appear on the same page. Click **View Full Table** above all the table data and just beneath the table's title.

14. Next, the full table should show the total population estimate, population below poverty level, and percent below poverty level for each of the Census tracts that you selected. You may need to scroll left or right using the horizontal scrollbar at the bottom of the table.

15. We are only interested in the top row of the table—the total population of each Census tract and the population below poverty level. You may now export this data to a Microsoft Excel spreadsheet (or CSV file) by clicking **Excel** or **CSV** in the row of tabs or icons. In Excel, the table data is in the Data worksheet, but the Information worksheet is displayed first when the file is opened. In Excel, you can navigate between worksheets by clicking the tab names at the bottom of the page beside the horizontal scrollbar.

16. After your data is in a spreadsheet, you may want to delete the extraneous data or reorganize the data as you see fit. Add together (sum) the number of people below poverty level in all Census Tracts in the target area. Next, add together (sum) the total populations in all Census Tracts in the target area. Then, divide the total number of people below poverty level by the total population for the target area. This is the average weighted poverty rate for the target area that is scored for applicants with one target area.

17. Include this table showing the Number of People Below Poverty Level and the Total Population for each Census Tract in your application, as well as the combined Population

Below Poverty Level and Total Population of all of the Census tracts in the target area. **Applicants not providing the ACS data attachment for all target areas will receive 0 points.**

18. For applicants with more than one target area, you will need to provide this table and map in your application for each target area. Additionally, you will need a table showing the Total Population and Population Below Poverty Level for each target area and all target areas combined. This is the average weighted poverty rate that is scored for applicants with multiple target areas.

(3) Determining the Poverty Rate of Census Tracts in Indian Reservations, Oklahoma Tribal Statistical Areas, Native Alaskan Villages, or Native Hawaiian Homelands

The directions for finding the poverty rate of a Native American population within a reservation, Native Statistical Area, or Native homeland (collectively "areas") are as follows.

1. Go to https://data.Census.gov/cedsci

2. A box will come up with the words "Find Tables, Maps, and More…" Type in the name of your state, plus the words "poverty status*."* Do *not* just click on the name of the state when it comes up; you need to type "poverty status" to search for the poverty table that you need.

3. On the next page a series of tables will come up. The first table listed is **S1701-Poverty Status in the Past 12 Months**. Do *not* click on the table name, instead click View All 23 Products immediately below the table name. This will expand the options for the S1701-Poverty status in the Past 12 months.

4. Next, select the **2020: ACS 5-Year Estimates Subject Tables**. (Note that as these directions are written the Census Bureau is showing 2020 data, but eventually it will make 5-year estimates available for 2021. Use whichever year of data is available at the time you are using the Census website. You don't need to update your calculations with 2020 data if 2021 data becomes available later.)

5. A table will appear showing the poverty rate of the state. Above the table is a row of 17 tabs or icons. Click on **Map**, which is the last tab in the row.

6. Then, you need to change the view of the map to include Indian Reservations and Native Lands. Above the map the tabs or icons have changed. Click on the **Layer**. In the box that appears with available layers, search for "Native." Next, select the first box "American Indian/Alaska Native/Native Hawaiian Area" or the most fitting **Layer** with ACS data for your population.

7. Once you click, you will see Indian Reservations, Tribal areas, Native Alaskan villages, and Native homelands (collectively "areas") for your state. You may need to magnify (zoom in) part of the map by using the plus and minus signs in the top right corner of the map.

8. Now, you are ready to start selecting your target area. Place your cursor over an area and click on it, and then you will be given the opportunity to select it. It is not enough to just click once; you must click once on the area and click again on the word **Select** when prompted. Once you select a reservation or Native area it will become highlighted.

9. You may select areas individually, or you may select many at once. To select multiple areas, you must click on **Select** in the row of icons or tabs above the map. Then you can click and drag your cursor over several areas. To stop selecting multiple areas you need to exit the Select mode by clicking the **Select** icon or tab again.

10. Make sure to select all the reservations or Native areas that you expect to be in the overall target area. Make sure that the reservation and Native areas are contiguous as required in this grant announcement.
11. When you have selected all of your areas, take a screenshot of the map to include in your application because you may not be able to easily return to the map again.
12. Once you have selected all the areas that you want and made a screenshot of the map, click on **Table** in the row of icons and tabs near the right end.
13. The Map Table will appear on the same page. Click **View Full Table** above all the table data and just beneath the table's title.
14. Next, the full table should show the total population estimate, population below poverty level, and percent below poverty level (poverty rate) for each of the areas that you selected. You may need to scroll left or right using the horizontal scrollbar at the bottom of the table to see all areas.
15. We are only interested in the top row of the table—the total population of each area and the population below poverty level. You may now export this data to a Microsoft Excel spreadsheet (or CSV file) by clicking **Excel** or **CSV** in the row of tabs or icons. In Excel, the table data is in the Data worksheet, but the Information worksheet is displayed first when the Excel file is opened. In Excel, you can navigate between worksheets by clicking the tab names at the bottom of the page beside the horizontal scrollbar.
16. After your data is in a spreadsheet, you may want to delete the extraneous data or reorganize the data as you see fit. Add together (sum) the number of people below poverty level in all areas in the target area. Next, add together (sum) the total populations in all areas in the target area. Then, divide the total number of people below poverty level by the total population for the target area. This is the average weighted poverty rate for the target area that is scored for applicants with one target area.
17. Include this table showing the Number of People Below Poverty Level and the Total Population for each area in your application, as well as the combined Population Below Poverty Level and Total Population of all of the areas in the target area. **Applicants not providing the ACS data attachment for all target areas will receive 0 points.**
18. For applicants with more than one target area, you will need to provide this table and map in your application for each target area. Additionally, you will need a table showing the Total Population and Population Below Poverty Level for each target area and all Target areas combined. This is the average weighted poverty rate that is scored for applicants with multiple target areas.

F. PAST DOL EVALUATIONS AND EVIDENCE

ETA and CEO have funded a number of evaluations that are relevant to this grant. These evaluations and other resources may be helpful in identifying evidence-based and evidence-informed models and components of services to improve the employment outcomes for young adults that have been involved in the juvenile or adult justice system. These include:

Evaluation of Grants Serving Young Offenders. ETA funded an evaluation of its Face Forward and Pathways to Justice Careers grant initiatives, between 2013 and 2016. The purpose of the evaluation was to document and identify promising practices from the grantee's experiences of serving young offenders. The evaluation produced three issue briefs, a resource guide, and a case study on operating a vocational training program at a juvenile correctional facility.

[Supporting Reentry Employment and Success: A Summary of the Evidence for Adults and Young Adults.](#) As part of the ongoing Reentry Employment Opportunities Evaluation, CEO funded an issue brief that summarized the evidence base for reentry employment interventions and services.

[Clearinghouse for Labor Evaluation and Research (CLEAR)](#). CLEAR reviews studies in a variety of labor-related topic areas that are determined in collaboration with CEO and DOL agency staff. Relevant CLEAR topic areas include:

- [Reentry](#)
- [Apprenticeship and Work-Based Training](#)
- [Opportunities for Youth](#)

IX. OMB INFORMATION COLLECTION

OMB Information Collection No 1225-0086, Expires July 31, 2025.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 50 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments about the burden estimated or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, to the attention of the Departmental Clearance Officer, 200 Constitution Avenue NW, Room N1301, Washington, D.C. 20210. Comments may also be emailed to: DOL_PRA_PUBLIC@dol.gov.

PLEASE DO NOT RETURN YOUR GRANT APPLICATION TO THIS ADDRESS. SEND ONLY COMMENTS ABOUT THE BURDEN CAUSED BY THE COLLECTION OF INFORMATION TO THIS ADDRESS. SEND YOUR GRANT APPLICATION TO THE SPONSORING AGENCY AS SPECIFIED EARLIER IN THIS ANNOUNCEMENT.

This information is being collected for the purpose of awarding a grant. DOL will use the information collected through this "Funding Opportunity Announcement" to ensure that grants are awarded to the applicants best suited to perform the functions of the grant. This information is required to be considered for this grant.

Signed 02/07/2024 in Washington, D.C. by:
Eric Luetkenhaus
Grant Officer, Employment and Training Administration