U.S. DEPARTMENT OF LABOR
Employment and Training Administration

NOTICE OF AVAILABILITY OF FUNDS AND FUNDING OPPORTUNITY ANNOUNCEMENT FOR: Growth Opportunities

ANNOUNCEMENT TYPE: Initial

FUNDING OPPORTUNITY NUMBER: FOA-ETA-22-03

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER: 17.270

KEY DATES: *The closing date for receipt of applications under this Announcement is 04/21/2022. 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 4/21/2022 to be considered for Round 1 and 10/05/2022 to be considered for Round 2. See Section II. Award Information for more information on Rounds 1 and 2.

On approximately March 15, 2022, a Frequently Asked Questions (FAQs) page about the funding opportunity will be available at https://www.dol.gov/agencies/eta/grants/apply/find-opportunities. Please check this link frequently for future updates, as additional FAQs may be added. A pre-recorded Prospective Applicant Webinar will also be available at the same link and available for viewing any time after that date. While a review of this Webinar is strongly encouraged to support successful grant applications, it is not mandatory.

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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 $85,000,000 in grant funds authorized by the Workforce Innovation and Opportunity Act, Section 169 for the Growth Opportunities (GO) program.

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 $2-4 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 through placement into paid work experiences, and on a path to more equitable career opportunities with their peers. 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 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

The Consolidated Appropriations Act, 2021 (Pub. L. 116-260), for ex-offender activities under Section 169 of the Workforce Innovation and Opportunity Act (WIOA), authorizes this program. The Round 2 competition for funding under this program is tentative pending availability of FY 2022 appropriations.

II. AWARD INFORMATION
A. AWARD TYPE AND AMOUNT

Funding will be provided in the form of a grant.

We expect availability of approximately $85,000,000 to fund approximately 29 grants. You may apply for a ceiling amount of up to $4,000,000. 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 to use such funds to select additional grantees from applications submitted in response to this Announcement.

Direct applicants may apply for up to $2,000,000 in funding, and intermediary applicants may apply for up to $4,000,000. Section III.A Eligible Applicants defines these two applicant types.

Pending availability of funds, we intend to fund the Growth Opportunities program in two competitive rounds. The same FOA will be used for each round.

	Anticipated Funding Available	Anticipated Number of Awards	Award Ceiling & Eligible Applicant Types
Round 1	$40,000,000	12	• $2,000,000 – Direct Applicants • $4,000,000 – Intermediary Applicants
Round 2	$45,000,000	17	• $2,000,000 – Direct Applicants • $4,000,000 – 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 fundable quality, ETA intends for approximately 50 percent of Round 2 funds to be awarded to applicants that have not received a previous Reentry Employment Opportunities grant.

Applications from Direct Applicants or Intermediary Applicants that meet minimum eligibility criteria in Round 1 but do not receive funding will automatically be included in the Round 2 competition, unless the applicant notifies ETA that they are withdrawing their application. Applicants may also choose to submit an updated application for Round 2. If the updated application is deemed non-responsive for any reason, the Round 1 application review results will be used for Round 2 selections.

DOL intends to award at least 65 percent of Round 1 and 60 percent of Round 2 available grant funds to intermediary applicants.

Additionally, pending availability of funds and satisfactory performance, grantees from Rounds 1 and 2 may be eligible for a future, limited competition to extend follow-up services to program participants.

All awards made under the current 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.

B. PERIOD OF PERFORMANCE

The period of performance is 42 months with an anticipated start date of 06/01/2022. This performance period includes all necessary implementation and start-up activities.

In addition to the Round 1 anticipated start date of 06/01/2022 mentioned above, subject to available funding, there will be an additional round, also with a period of performance of 42 months. The anticipated start dates are as follows:

- Round 1 – 06/01/2022
- Round 2 – 01/02/2023

This performance period includes all necessary implementation and start-up activities.

III. ELIGIBILITY INFORMATION
A. ELIGIBLE APPLICANTS

The following organizations are eligible to apply:

- County governments
- City or township governments
- Special district governments

- Regional government organization
- Independent school districts
- Indian/Native American tribal governments (Federally recognized)
- Nonprofits other than institutions of higher education having a 501(c)(3) status with the IRS, including union training funds, faith-based, women's, minority, and community-based organizations

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.

(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; and 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 (unless the three non-contiguous areas or regions are in California or Texas). These two states are exceptions to the rule because of their exceptionally large populations *and* square mileage, relative to other states. Additionally, intermediaries or their sub-grantees must have a distinct justice system partner in each of the three metropolitan areas or rural regions (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. Applicants must identify, and provide a written commitment from the following mandatory partners for this project:

i.   **Violence Prevention or Intervention** partner—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—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** partners—defined as organizations – such as labor unions – or businesses (public, private or nonprofit) that commit to serve as work experience sites.

iv. **Sub-grantees** (applicable to intermediary applicants only)—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 ceiling amount of $2M for direct applicants and $4M 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 DUNS Number	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.d.1	

2. Number of Applications Applicants May Submit

We will consider only one application from each organization per round. If we receive multiple applications from the same organization, we will consider only the most recently received application from that round that met the deadline. If the most recent application is disqualified for any reason, we will not replace it with an earlier application from that round. However, if a Round 2 application is deemed non-responsive for any reason, the applicant's Round 1 review results will be used to make Round 2 selections. 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, and youth 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 geographic 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:

- 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 clinician or justice system or 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 acceptable documentation is unavailable. Participant 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 geographic area.

b. 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://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2816.

4. Target Service Area
Please note that DOL evaluates applications on the need of the proposed service area (also referred to as "target area"). For the GO grant program, DOL considers not only the need for the services to participants in this 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/web/grants/forms/sf-424-family.html#sortby=1).

- 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 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/web/grants/forms/sf-424-family.html#sortby=1). 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 prohibit 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 DUNS Number

All applicants for federal grant and funding opportunities must have a DUNS number, and must supply their DUNS Number on the SF-424.   The DUNS Number is a nine-digit identification number that uniquely identifies business entities. If you do not have a DUNS Number, you can get one for free through the D&B website: https://fedgov.dnb.com/webform/displayHomePage.do.

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

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

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

(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 https://www.grants.gov/web/grants/forms/sf-424-family.html#sortby=1). 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 $12,500. The cost-per-participant for Intermediary Applicants must be at or under $11,500.

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 (both current and proposed) 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 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 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 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 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 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 200, Appendix VII(D)(1)(b).

Applicants choosing to claim indirect costs using the de minimis rate must use Modified Total Direct Costs (see 2 CFR 200.1 below for definition) 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.

- **2 CFR 200.1 Modified Total Direct Cost (MTDC)** means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subaward (regardless of the period of performance of the subawards 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 in excess of $25,000. Other items may be excluded only when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs. The definition of MTDC in 2 CFR 200.1 no longer allows any sub-contracts to be included in the calculation. You will also note that participant support costs are not included in modified total direct cost. Participant support costs are defined below.

- 2 CFR 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.

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, as well as communities that have recently experienced significant unrest.

1. Poverty Rate (Up to 4 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. The application must include as an attachment a table that lists the total population and number of persons in poverty in each of the proposed Census Tracts in the target area. The total number of persons in poverty in all of the combined Census Tracts divided by the combined population of all of the proposed Census Tracks is the required 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. If an entire county or Indian Reservation or Native Land is proposed as a target area, the applicant does not need to provide a table or map, and 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 an entire county is not planned to be the target area, applicants will need to identify contiguous Census Tracts rather than entire cities as target areas.

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 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.

- If the weighted average poverty rate in the proposed target area(s) is 25% or higher: 4 Points

- If the weighted average poverty rate in the proposed target area(s) is between 20% and 24.99%: 2 Points.

Applicants proposing a target area with a weighted average poverty rate less than 20% 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.

3. Recent Community Unrest (Up to 2 points)
A wave of significant unrest in the United States has recently highlighted the need for innovative public safety solutions in communities across the nation. These grants focus on youth and young adults most impacted by community violence in order to provide growth opportunities and employment; both are associated with lower-risk behavior.

Describe both quantitatively and qualitatively the nature of any significant community unrest that has taken place in your target areas in 2019 to the present. If this has resulted in the development of new, or expansion of existing, civic partnerships or projects aiming to prevent or reduce community violence, please summarize those efforts and their connection,

if any, to this proposal. The violence prevention projects may have been organized by the public sector (government) or private sector (including nonprofits, community-based and faith-based organizations).

Communities that experienced significant unrest *and* used that opportunity to develop new and/or expand existing community violence prevention projects will receive two points. Communities that experienced significant unrest and have not organized a violence prevention response yet will receive one point.

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 a complete description of their methods and tools to track and report the required outputs and outcomes. This must include the roles of software, staff and partners.

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 WIOA measures post-award.

REO-specific Indicators
In addition to 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 entry. The goal is less than 5%.

ii. Recidivism—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 at any time during the performance period. 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%.

iii. 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 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.

iv. Pending availability of funds and satisfactory progress, 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.

v. NOTE: As part of data collection, all REO grantees are directed to request participants' social security numbers (SSNs). While REO grantees are required to request participants' 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.

    i.   Clarity

   ii.   Inclusion of the required components

  iii.   Strength of connections between the outputs and outcomes, measured by the evidence provided of those programmatic strategies in the Project Design section

  iv.   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 five subsections must be fully addressed.

   1. **Basic Services (Up to 4 points)**

Action Plan that describes the scope and detail of how the project will accomplish the proposed work.

- The applicant must describe their 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 of the following employment and career services and products: job preparation; career exploration/planning; trauma-informed, growth-focused case management; individual development plans (IDPs) with local labor market information (LMI); employment barrier identification; and 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 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 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, such as COVID-19, employment restrictions for individuals with criminal records, and describe how the project will be able to overcome those obstacles.

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 serving the 15-18 year old age group must ensure participants are paid no less than $12 per hour. Applicants serving the 18-24 year old age group must ensure participants are paid no less than $15 per hour. Employer partners are encouraged to contribute to these costs. In jurisdictions where the minimum wage is greater than $12 or $15 per hour, for the respective age group, the participants must be paid the applicable minimum wage for the jurisdiction of the work experience site.

Applicants are strongly encouraged to provide diverse work experience opportunities to meet the strengths, needs, and interests of participants, and 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 identify and engage employers, and work with those employers to develop high-quality paid work experiences for all eligible participants. This must include a plan to support employer 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 engage these employers to identify opportunities to transition eligible participants into full-time paid employment positions.

- Applicants must describe their 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 partnerships and enhance employer engagement.

- Applicants must explain 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 involvement of employer 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 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, 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.gpo.gov/fdsys/granule/CFR-2014-title2-vol1/CFR-2014-title2-vol1-part200/content-detail.html.

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 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:

Mentorship

- Applicants must describe the 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 the design and integration of the required program components, including: violence prevention, mentorship, and conflict resolution.

- Applicants must describe the intended conflict resolution curriculum(a), if applicable.

- Applicants must identify the intended conflict resolution competencies, and describe the framework or tool for tracking participants' progress toward them. Required competencies include: emotional control, utilizes a support network, listens and articulates personal values and feelings.

- Applicants must describe their capability to maintain lasting mentorship relationships, which are one year or more in duration.

- Mentors may also 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. Applicants must identify 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).

Leadership

- Applicants must describe the qualifications and 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 the design and integration of 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/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 (a), if applicable.

- Applicants must identify the intended leadership competencies, and describe the framework or tool for tracking participants' 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.

Applicants' 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 work towards 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 all required services described in the Action Plan—Section IV.B.3.(c)(1).

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) 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), 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 describe the contributions 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).

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.

Violence Prevention Partner
The written commitment (including an email or other form of 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.

Justice System Partner
The written commitment (including an email or other form of 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.

Employer Partner
The written documentation (including an email or other form of written commitment) 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 procedures for financial transactions, if any are anticipated; employer adherence to Internal Revenue Service (IRS) guidelines; consideration of participants for full-time, unsubsidized employment upon completion of their work experience; and a designated contact person.

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, 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:

  i.   A complete description of how the applicant will manage and staff the project. Describe 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)

  ii.   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)

  iii.   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. There are different instructions depending on your past grant experience. All applicants must submit information for the past performance criteria identified below. 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.

Organizations that have fully completed, within the past five years, a Reentry Employment Opportunities (REO) grant award from DOL (hereafter "former REO grantees") must receive points based on past performance in that grant demonstrated by their most recent REO Quarterly Performance Reports (QPR) and Quarterly Financial Reports. This includes the following recent REO grant programs: Face Forward 1-3, HPHC IV, Training to Work 1-4, Linking Employment Activities Pre-Release Demonstration 1-2, NGYC/JC, Path to Justice 1-2, and Reentry Projects 1-3.

Former REO grantees must submit the requested QPR data in the past performance chart in the same format as all other applicants, and the data will be verified by DOL staff. Previous REO grantees may have slightly different performance measures based on changes to metrics in the transition from the Workforce Investment Act (WIA) to the Workforce Investment and Opportunity Act (WIOA). However, both sets of metrics are acceptable and sufficiently similar for substitution within this Past Performance subsection (as shown below where "OR" appears between similar performance indicators).

1. **Former REO Grantees**
For former REO grantees, the three performance measures evaluated are:

   i.   education or employment rate in the second quarter after exit; OR education or employment rate in the first quarter after exit;
   ii. education or employment rate in the fourth quarter after exit; OR retention rate in education or employment in the third quarter after exit; and
   iii. credential attainment rate.

2. **Non-REO Past Performance**
Applicants that have not completed a REO grant must provide past performance data from a grant they completed (as the primary recipient) within the last five years of the closing date of this Announcement (including federally or non-federally-funded assistance agreements; federally-funded assistance agreements include federal grants and cooperative agreements but not federal contracts). If the applicant has completed one or more DOL grant(s) within the past five years, they must provide the performance data from the most recently completed DOL grant. Department of Labor or Department of Justice (DOJ) grants for which the applicant was a sub-recipient are also acceptable, but only if the applicant has no DOL or

DOJ grants for which they were the primary recipient in the past five years. In all cases, the grant must be similar in size, scope, and purpose to this proposal.

- 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 provide past performance data from a grant meeting these date, size, scope, and purpose parameters will receive no (0) points for past performance, overall.

Applicants without a previous REO grant must submit a brief description of the completed grant for which they are submitting past performance data, including the population served and overall objectives of the grant (which must include a workforce development focus). Each applicant must submit a chart of past performance for the most recently completed, qualified grant with three performance measures for the grant; the first measure is required and the next two should be the measures that were tracked most similar to those listed below:

- education or employment rate post program-completion (REQUIRED);
- employment/education retention (MOST SIMILAR TO); and
- credential attainment rate (MOST SIMILAR TO).

For non-DOL 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. Applicants that do not provide all of the following will receive 0 points for the Past Performance - Programmatic Capability section:

- Performance Chart;
- Previous grantor contact information; and
- A signed past performance chart or an associated grantor verification letter on grantor letterhead (for non-ETA grants)

3. Past Performance Chart
The Past Performance Chart is required for applicants that are former REO grantees *and* applicants without previous REO grant experience. The chart must include: a) three performance measures, b) the corresponding initial goals, and c) the corresponding final outcomes. This data demonstrates if and how the applicant successfully completed and managed the agreement. Follow the guidelines in the previous two subsections to determine which performance measures are allowable for your completed grant.

Additionally, the chart for the completed grant must provide the following:

i.   Name of previous grantor/funder organization (clearly identify REO grant, if applicable);

ii.   Name, title, email address, and phone number of the point-of-contact for the previous grantor/funder; also, include a signature (if non-DOL grant);

iii.   Past project title and, if applicable, grant number;

iv.   Past project period of performance (i.e. start and end dates);

v.   Number of participants actually enrolled and the initial enrollment goal, as specified in the grant or required by the grantor/funder;

vi.   Initial goals and final outcomes in whole numbers, not just percentages, for each metric.

vii.   Rates of performance, defined as the final outcome for each metric divided by the corresponding initial goal.

ETA reserves the right to disqualify performance measures that are determined not to be sufficiently similar to the required measures above, and award zero points for non-qualifying measures.

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:				
Population Served:				
Performance Goals				
Performance Indicator	Goal	Outcome	Outcome /Goal (Fraction)	Rate of Performance (Percentage)
Employment/education placement	*60*	*58*	*58/60*	*97%*
Credential/degree attainment	*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.

Applicants will be rated on the following criteria:

i. Rate of Performance- Education or Employment Rate (1st or 2nd quarter after exit, if former REO grantee) (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 (3rd or 4th quarter after exit, if former REO grantee), or similar) (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 (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.

  i. 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)

  ii. The extent to which the budget narrative provides a description of costs associated with each line item on the SF-424A, and includes a cost-per-participant for Direct Applicants at or under $12,500 and for Intermediary Applicants at or under $11,500. It should also include a complete description of leveraged resources provided (as applicable) to support grant activities. (Up to 2 points)

  iii. 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. All attachments must be clearly labeled. We will exclude only those attachments listed below from the page limit. The Budget and Budget Justification 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 two-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. 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
- intended beneficiaries
- 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 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) Letters of Commitment or MOUs from *Recommended* Partners
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.d.

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.

The total number of persons in poverty in all of the combined Census Tracts divided by the combined population of all of the proposed tracks is the poverty rate of the proposed target area. A map must be provided showing that the Census Tracts are contiguous. This map can be a screenshot of the Census website the applicant used in accessing the mapped American Community Survey Census Tract data. If an entire county or Indian Reservation or Native Land is proposed as the target area, the applicant does not need to provide a table or map, and only needs to state in the application the poverty rate of the county or Indian Reservation or Native Land that the Census website provides.

Applicants proposing to serve more than one target area should 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. Additionally, provide a summary table providing 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 will be the poverty rate being submitted by the applicant.

(6) Violent Crime Rate data
Applicants must provide a table based on the FBI data used to determine the violent crime rate for the target area(s). This table can be a screenshot of the website the applicant used to access the FBI data. If a non-FBI data source was used for an area outside of the covered Metropolitan Statistical Areas (MSAs), applicants must provide a table of that data and documentation of the data source itself. The documentation of the data source need not include an entire report, but must clearly include the following details: a copy or screenshot of the relevant data within the source document, the name of the government agency that published the document, the title of the report or document, and the date it was published.

(7) Logic Model
The Performance Measurement subsection requires the logic model attachment of no more than two pages.

(8) Project Timeline
The timeline attachment includes all required services described in the Action Plan.

C. SUBMISSION DATE, TIME, PROCESS AND ADDRESS
This FOA has two closing dates. We must receive your application by 04/21/2022 to be considered for Round 1 and 10/05/2022 to be considered for Round 2. You must submit your

application electronically on https://www.grants.gov no later than 11:59 p.m. Eastern Time on the closing dates.

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. You are strongly advised 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 https://strategies.workforcegps.org/resources/2014/08/11/16/32/applying-for-eta-competitive-grants-a-web-based-toolkit-for-prospective-applicants-438?p=1.

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 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 200.414(f) in the Cost Principles, may elect to charge a de minimis rate of 10 percent of modified total direct costs (see 2 CFR 200.1 for definition), 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 200.414(f) for more information on use of the de minimis rate.)

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://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2262.

Intellectual Property Rights

Pursuant to 2 CFR 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."

<u>**Credential Transparency**</u>

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.

Criterion	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

Criterion	Points (maximum)
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
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), Dun and Bradstreet, and "Do Not Pay." 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.

<table>
<tr>
<td colspan="3">U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA)
FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT</td>
</tr>
<tr>
<td></td>
<td>**SECTION A: PURPOSE**</td>
<td></td>
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<tr>
<td colspan="3">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.</td>
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<td>**SECTION B: GENERAL**</td>
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<tr>
<td colspan="3">1. Complete the following items:</td>
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<tr>
<td>a. When was the organization founded/incorporated *(month, day, year)*</td>
<td colspan="2">b. Principal officers   Titles</td>
</tr>
<tr>
<td>c. Employer Identification Number:</td>
<td colspan="2" rowspan="2"></td>
</tr>
<tr>
<td>d. Number of Employees
Full Time: Part Time:</td>
</tr>
</table>

U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA) **FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT**		
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	
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		
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.	
	Note: If review occurred within the past three years, omit questions 2-8 of this Section and Section D.	
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?	Yes Yes	No	Not Sure

U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA) **FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT**			
b. Total funds available for a budget cost category (e.g. Personnel, Travel, etc)?		N o	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	N o	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			
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: 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 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://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf.

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

- 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);
- Federal awards to entities that had a gross income, from all sources, of less than $300,000 in the entities' previous tax year; and
- 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 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 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 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 45 days after the end of 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 within 45 days after the end of 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.

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 within 45 days after the end of 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.

VII. AGENCY CONTACTS

For further information about this FOA, please contact Ariam Ferro, Grants Management Specialist, Office of Grants Management, at Ferro.Ariam@dol.gov. Applicants should e-mail all technical questions to Ferro.Ariam@dol.gov and must specifically reference FOA-ETA-22-03, 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 Occupational Information Network (O*NET) Online (https://online.onetcenter.org), which provides occupational competency profiles; and America's Service Locator (https://www.servicelocator.org), which provides a directory of our nation's American Job Centers (formerly known as One-Stop Career Centers).

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://workforcegps.org.

We encourage you to view the online tutorial, "Grant Applications 101: A Plain English Guide to ETA Competitive Grants," available through WorkforceGPS at https://strategies.workforcegps.org/resources/2014/08/11/16/32/applying-for-eta-competitive-grants-a-web-based-toolkit-for-prospective-applicants-438?p=1.

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.

The community of practice focused on reentry is available at https://reo.workforcegps.org.

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 DATA TO IDENTIFY HIGH-POVERTY AREAS IN URBAN OR RURAL AREAS AND INDIAN RESERVATIONS OR NATIVE LANDS

As stated above in Section C.4. Target Service Areas, 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. Section 1 describes how to identify the poverty rate of an overall county. Section 2 describes how to identify the poverty rate of contiguous high-poverty Census Tracts in a city or county. Section F immediately below 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 either Microsoft Edge, Google Chrome, or Microsoft Explorer to identify the poverty rates of overall counties. You will need to use either the Microsoft Edge or Google Chrome browsers 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.

Section 1: Determining the Poverty Rate of an Overall County
The directions for determining the poverty rate of counties differ for counties with a population

of above 5,000 and counties with a population below 5,000.
For counties with a population of 5,000 and above:
1. Click on https://www.census.gov/.
2. In the middle of the page, go to **Quick Facts: Access Local Data** and click on **Go to Quick Facts**.
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 the **Get Narrative Profile** in green border. It will take about 10 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.

Section 2: Identifying Contiguous High-Poverty Census Tracts in your City or County for Targeting Your Services on High-Poverty Neighborhoods.
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: Explore Census Data or 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 in the name of the city or county plus the words city or county plus Poverty Status. You need to type in Poverty Status after the name of the city to get the poverty table that you need.

3. On the next page a series of tables will come up. Under **Tables** click on the first table **Poverty Status in the Past 12 Months.**

4. A table will appear showing the poverty rate of the overall city or county. Right above the

table it will say **Product: 2019: ACS 1-Year Estimate** or **Product: 2020: ACS 1-Year Estimate**. Click on the down arrow and select **Product: 2019: ACS 5-Year Estimate** or **Product: 2020: ACS 5-Year Estimate**. Census Tract data is only available using 5-year data. If you forget to click on 5-year data you will get a second chance to select 5-year data on the map as explained below.

5. Note that as these directions are written the Census Bureau is showing 2019 data, but eventually it will make 2020 data available. Use whichever year of data is available at the time you are using the Census data. You don't need to update 2019 calculations you make if 2020 data later becomes available.

6. Above the table is a row of 14 tabs or icons. Click on **Maps**, which is the 14th or 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 added City to the name of your city or add County to the name of your county. For example, instead of St. Louis, Missouri Poverty Status, type in St. Louis City, Missouri Poverty Status. Then the map will take you directly to your city. This may happen if the map only recognizes for example St. Louis City instead of St. Louis.

7. Then, you need to change the view of the map to include Census Tracts. Above the map of your city there are 13 tabs or icons. Click on the fourth tab **Layer**. A box will appear with a list showing Search, Region, Division, State, and Metropolitan/Micropolitan Area. Note that this not a dropdown menu as it appears to be. Rather in the first line where it says **Search** simply type in **Tract**.   Then a dropdown menu will appear with the options of Tribal Census Tract and Census Tract. Click on **Census Tract**.

8. Once you click on **Census Tract** you will see the Census tracts in your city or county. To see the Census tract numbers you may need to increase the magnitude of the map. You can increase or decrease the magnitude of the map by using the plus and minus signs at the top right corner of the map.

9. You will not be able to see Census Tracts unless you have selected the 5-year data. If you forgot to do this, you have another chance to do it. In the row of 13 tabs or icons at the top of the map, click on the 6th tab **Dataset** and then select the 5-year data set.

10. 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. Click on **Select** for that Census tract when given the option. It is not enough to just click on a Census tract; you need to click on **Select** when given the option.   When you select a Census tract it will become highlighted.

11. You don't need to but as an alternative to selecting Census Tracts one by one, you can drag your cursor over several Census Tracts to select them. To do this, in the 13 icons or tabs above the map click on the second tab **Select** and then left click on your mouse and use your cursor to drag over several Census Tracts and then release your hold on the cursor and mouse. You can check if you have successfully selected the Census Tracts by seeing if several Census Tracts

have been added to the selection list under the **Filter** to the left of the map. When you are done dragging and selecting several Census Tracts one at a time you need to exit the Select mode in order to select and deselect Census Tracts one at a time. You can exit the Select mode either by clicking on the Select tab again above the map or by clicking on **Exit Selection Tool** in the top right corner above the map.

12. Click on 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.

13. When you have selected all of your Census tracts, take a screen shot of the map to include in your application because as described below because of a current problem in the Census Bureau webpage you will not be able to save or return to the map again. If for future use you want to see the boundaries of the Census tracts continue to magnify the map until you can see the names of the streets that bound the Census tracts.

14. Once you have selected all the Census tracts that you want and made a screen shot of the map, on the very top of the page click on **Table**.

15. Once you have clicked on **Table** on the page that comes up you will need to click on **Go to Full Table** in the green border in the bottom right corner of the screen.

16. After you have clicked on **Go to Full Table** a table should show up providing the total population, population in poverty, and poverty rate for each of the Census tracts that you selected.

17. You can use the directional arrow at the bottom of the table or the directional arrows on your keyboard to scroll to the right on the table to see the total population, population in poverty, and poverty rate of each Census tract. We are only interested in the top row of the table—the total population of the Census tract and the population in poverty.

18. You can now make a handwritten spreadsheet in a notebook, which you can later copy into Excel with three columns, the Census tract number, the Total Population in the Census tract, and the Population in Poverty in the Census tract. You do not need to, but you may want to add a fourth column showing the percentage in poverty in the Census tract. It may be useful to you later to know the poverty rate of each tract if you need to go back and remove some Census tracts with low poverty rates to get to a higher poverty rate for the entire target area.

19. After you have copied your spreadsheet into Excel, add up the Total Population and the Population in in Poverty columns, and divide the Population in Poverty by the Total Population. Include the table in your application showing the Total Population and the Population in Poverty for each Census Tract in your application and the combined Total Population and Population in Poverty of all of the Census tracts combined in the target area. If you are submitting more than one target area in your application you will need to provide this table and map in your application for each target area and also a table showing the Total Population and Population in Poverty for each target area and the Total Population and Population in Poverty for all Target areas combined. This table will show the poverty rate of all

target combined and will be used to determine your score for the Need criterion.

20. If you want to add or delete Census Tracts to get a higher poverty rate the function on the Census website for returning from the table to the map is not working and you will need to exit the Census website and reenter the Census website to start over to select a new set of Census Tracts. If you have many Census Tracts to reselect it may be helpful to use the use the alternative approach described in #11 to use your mouse to drag and select several Census Tracts at a time. As described in #11 above if you have clicked on the **Select** tab above the table to drag and select several Census Tracts at a time you will need to exit the Select mode in order to select and deselect Census Tracts one at a time. You can exit the Select mode either by clicking on the Select tab again above the map or by clicking on Exit Selection Tool in the top tight corner above the map.

F. DIRECTIONS FOR USING THE CENSUS DATA TO IDENTIFY POVERTY LEVEL OF INDIAN RESERVATIONS, OKLAHOMA TRIBAL STATISTICAL AREAS, NATIVE ALASKAN VILLAGES, OR NATIVE HAWAIIAN HOMELANDS

Directions for finding the poverty rate of the Native American population within a Reservation or Native Statistical Area are as follows. You must report in your application the poverty rate of the Native American population within the Reservation or Native Area rather than the overall poverty rate of the total population of the area. You will need to use either the Google Chrome or Microsoft Edge browser for this section. Microsoft Explorer will not work.

The Census Bureau has updated its website and you will need to use the mapping function rather than the Advance Search function available last year.
1. Go to: Explore Census Data or 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 and **Poverty Status**, for example, South Dakota Poverty Status. You need to type in Poverty Status after the name of the state to get the poverty table that you need.

3. On the next page a series of tables will come up. Under **Tables** click on the first table **Poverty Status in the Past 12 Months.**

4. A table will appear showing the poverty rate of the overall state. Right above the table it will say **Product: 2019: ACS 1-Year Estimate** or **Product: 2020: ACS 1-Year Estimate**. Click on the down arrow and select **Product: 2019: ACS 5-Year Estimate** or **Product: 2020: ACS 5-Year Estimate**. Census Tract data is only available using 5-year data. If you forget to click on 5-year data you will get a second chance to select 5-year data on the map as explained below.

5. Note that as these directions are written the Census Bureau is showing 2019 data, but eventually it will make 2020 data available. Use tdata is available at the time you are using the Census data. You don't need to update 2019 calculations you make if 2020 data later becomes available.

6. Above the table is a row of 14 tabs or icons. Click on **Maps**, which is the 14th or last tab in the row. The map should take you directly to your state.

7. Then, you need to change the view of the map to include Indian Reservations and Native Lands. Above the map of your Reservation or Native Area there are 13 tabs or icons. Click on the fourth tab **Layer**. A box will appear with a list showing Search, Region, Division, State, and Metropolitan/Micropolitan Area. Note that this not a dropdown menu as it appears to be. Rather in the first line where it says **Search** simply type in **American.** Then select the first item listed **American Indian Areas, Alaska Native Areas, and Hawaiian Home Lands.**

8. Once you click on **American Indian Areas, Alaska Native Areas, and Hawaiian Home Lands Census Tract** you will see on the map the Native Areas in the state. You can increase or decrease the magnitude of the map by using the plus and minus signs at the top right corner of the map.

9. You will not be able to see the Native Areas unless you have selected the 5-year data. If you forgot to do this, you have another chance to do it. In the row of 13 tabs or icons at the top of the map, click on the 6th tab **Dataset** and then select the 5-year data set.

10. On the map of your state place your cursor over your Reservation or Native Area and click on it, and then you will be given the opportunity to Select it. Click on **Select** for your Reservation or Native Land. It is not enough to just click on a Reservation or Native Land; you need to click on **Select** when given the option. When you select your Reservation or Native Area it will become highlighted.

11. Once you have selected your Reservation or Native Area, on the very top of the map click on **Table**.

12. Once you have clicked on **Table** on the page that comes up you will need to click on **Go to Full Table** in the green border in the bottom right corner of the screen.

13. Once you have clicked on **Go to Full Table** a table should show up providing the total population, population in poverty, and poverty rate for your Reservation or Native Area. You can use the directional arrow at the bottom of the table or the directional arrows on your keyboard to scroll to the right on the table to see the total population, population in poverty, and the poverty rate of the Native Land.

14. Do not use the total population and population in poverty for all persons in your Reservation or Native Area, but rather scroll down to the row showing the poverty data for **American Indian and Alaskan Native Alone** or alternatively **Native Hawaiian or Pacific Islander Alone.** Then scroll to the **Percent Below Poverty Level** Column to get the poverty rate for Native Americans within your Reservation or Native Area. This will be the poverty rate you report in your application.

G. 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, 2022.

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 20 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 03/07/2022 in Washington, D.C. by:
Melissa Abdullah
Grant Officer, Employment and Training Administration