



Training * Connecting * Developing Illinois' Workforce

WIOA Youth Career Pathways RFA Information and FAQ Discussion



Illinois
Department of Commerce
& Economic Opportunity
OFFICE OF EMPLOYMENT & TRAINING

GOALS & OBJECTIVES



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Project Goal

The Department of Commerce in conjunction with Core WIOA Partners - Illinois Community College Board, Illinois Department of Employment Security, and Illinois Department of Human Services' Division of Rehabilitation Services - will award grants for projects that address:

- Integration of workforce, education and economic development services
- Job-driven Training, Work-Based Learning
- Access to Post-Secondary Career Track
- Employment in Key Sectors

3



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Funding:

- Typical Grant period will be 12-18 months
- Applications Due May 2
- Applications received after due date will be reviewed at the Department's discretion
- Grant awards will generally not exceed \$500,000
- Blending and braiding of funds is required
- Projects must have co-investment of public and private funds
- Requirement to report leveraged resources during life of project including WIOA formula funds, other federal, state, local, and private resources

4



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Guiding Principles:

1. Partnerships
2. Business Engagement
3. Career Credentials and/or Postsecondary Access
4. High Demand Industries, Higher Skill Occupations
5. Work-Based Learning
6. Individual Career/Employment Plans
7. Individual Supports
8. Contextualized Learning and Work-Based Skills
9. Measuring Results and Continuous Improvement
10. Sustainability

5




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Projects should be sector based:

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Science, Technology, Engineering & Math



6




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ELIGIBLE APPLICANTS

7




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Who can apply for funding?

- Local Workforce Innovation Areas
- Private Sector Employers - For Profit / Not for Profit
- Private Sector Training Providers - For Profit / Not for Profit
- Educational Institutions
- Employer associations able to engage employers to facilitate training placements
- Community Based Organizations
- Incorporated LWIBs or LWIA Title IB providers (WIOA formula grant recipients)

8




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ELIGIBLE PARTICIPANTS

9



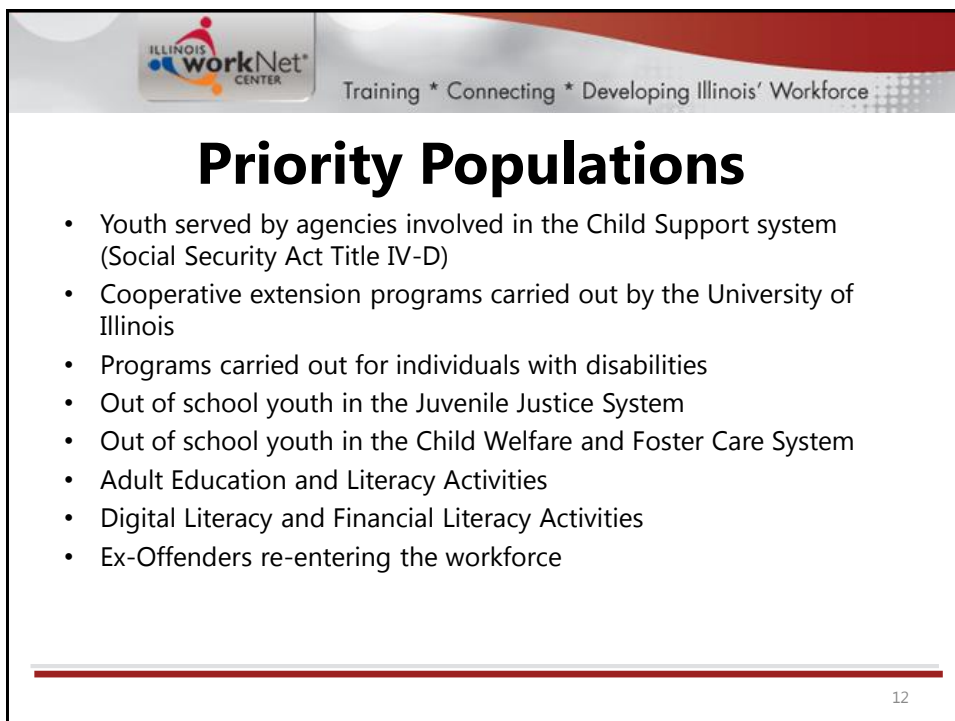
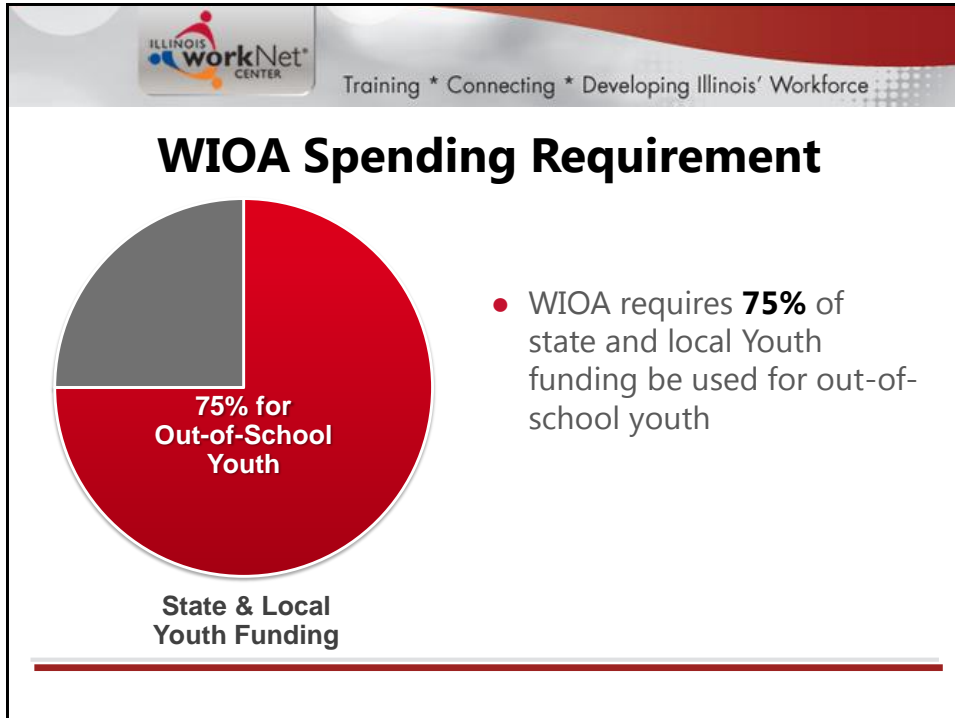
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Who can participate?

- Youth ages 16-24 meeting eligibility requirements of WIOA
- Emphasis on Opportunity Youth—young people who are not in school and not working
- Priority Populations: Serving Youth With Barriers

10






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INNOVATIVE PILOT PROGRAMS

13



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Program Criteria

- Incorporate the program criteria identified in the IWIB Youth Task Force report, leveraging co-investment of public (minimally including WIOA) and private (including at least one business partner) funds.

1. <i>Partnerships</i>	6. <i>Individual Career Planning</i>
2. <i>Business Engagement</i>	7. <i>Individual Supports</i>
3. <i>Career Credentials and/or Postsecondary Access</i>	8. <i>Contextualized Learning and Work-Based Skills</i>
4. <i>High Demand Industries, Higher Skill Occupations</i>	9. <i>Measuring Results and Continuous Improvement</i>
5. <i>Work-Based Learning</i>	10. <i>Sustainability</i>

14



Program Criteria, cont'd

- Support Regional WIOA Planning- Develop and/or implement education and training programs that respond to labor market analysis within the region(s) and relate directly to the sectors and strategies expected to be addressed in the WIOA Regional Plan.
- Ensure that training credits are portable and stackable and allow participants to accelerate through the program.
- Develop a clearly articulated plan for continuous improvement and sustainability using a mix of WIOA formula funds, co-investment from business and any other participating regional partner(s).

15



Innovative Approaches & Strategies

- Utilization of effective business intermediaries
- Activities to improve linkages between workforce partners
- Business services and strategies that better engage employers in workforce investment activities
- Industry or sector partnerships
- Regional projects and innovative strategies that meet the talent pipeline needs of business.

16



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Innovative Approaches & Strategies

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17



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Innovative Approaches & Strategies

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18



Innovative Approaches & Strategies

- Full Inclusion Models: Career pathway programs that fully integrate youth with disabilities into general training classrooms and feature full integration in the general workforce for work-based learning and employment opportunities.
- Evidence Based Programming that encourages youth to progress through a career pathway, completing secondary, postsecondary education and/or advanced training, and enter into unsubsidized employment



REPORTING



Reporting Requirements

- Quarterly Programmatic Reports
- Quarterly Trial Balance Report
- WIOA registrant information using the Illinois Workforce Development System, Illinois workNet™, or other reporting process
- Other reporting deemed necessary
- Formal Evaluation of projects will be required as the State deems necessary


21



Memoranda of Understanding

- Non-LWIAs must have MOU with LWIA or a WIOA provider describing roles and responsibilities for WIOA eligibility determinations, enrollment, case management and IWDS reporting
- Applicants should include an MOU between applicant and business partner(s) enumerating the latter's commitments and contributions to the program

22




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Allowable Costs

- Includes the costs that are necessary and reasonable and allocable based on the activity or activities contained in the scope of work.
- Funding for the activities outlined in this RFA will come from federal funds and is subject to program regulations.
 - Grant Funds
 - Matching Funds
 - Leveraged Funds


24



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- **Reasonable cost** does not exceed what would be incurred by a prudent person under prevailing circumstances when decision was made to incur the cost. (see §200.404)
 - Fair market prices
 - Act with prudence
 - No significant deviation from established prices
 - Follow sound business practices
- **Practical aspects of necessary** - Is this item or service needed to meet grant goals? Is this the minimum amount I need to spend to meet my need?
- **Practical aspects of reasonable** - Do I have the capacity to use what I am purchasing and did I pay a fair rate? If I were asked to defend this purchase, would I be comfortable?

25



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- **Matching Funds: The portion of project costs not paid by Federal funds that meet the following conditions:**
 - Additional non-Federal funds expended to support grant objectives.
 - Must be spent on allowable grant activities
 - Verifiable in recipient records
 - Not used to support another Federally funded program and Not paid with Federal Funds
 - Necessary, Reasonable and Allowable cost under Cost Principles
 - Provided for in approved budget and Allowable under the grant
 - Conform to other applicable Uniform Guidance provision (see §200.306 Cost sharing or matching)
- **Leveraged Funds: All resources used by the grantee to support grant activity and outcomes, whether those resources meet the standards applied to match or not.**
 - Leveraged resources means both allowable match and other costs that do not rise to the requirements of the regulations, but which support the outcomes of grant activity.

26




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REIMBURSEMENT AND PERFORMANCE

27



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WIOA is a reimbursement-based program

- Funding will be provided on a reimbursement basis
- Reimbursements will be pro-rated based on the grantee meeting established performance factors

28




Performance

- Indicate Measures that Apply
- Additional Measures for consideration are allowed

SECTION 5: PERFORMANCE MEASURES	
-- APPLICANTS SHOULD LIST ALL THAT APPLY --	
<i>ADDITIONAL METRICS FOR CONSIDERATION MAY BE ADDED BELOW THOSE LISTED</i>	
Performance Measures <i>Applicants should work with their Local WorkforceInnovation Area to ensure that performance metrics meet local plan standards</i>	Target (# of clients)
Total Youth Served	
Total Youth with Disabilities Served	
Total Youth Enrolled in WIOA	
Total Youth Enrolled in Training	
Total Youth Completing Training	
Total Youth Receiving an Industry Recognized Credential	
Total Youth Receiving Work Based Learning (including Internships, OJT, Paid Work Experience)	
Total Youth Entering Unsubsidized Employment	
Median Wage of Unsubsidized Employment	
Total Youth Receiving Positive Education Outcomes	



MONITORING



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Monitoring


Pre-Award Survey

Applicants are subject to a pre-award review conducted by the Department of Commerce monitoring team. The review will be completed prior to the grant being issued as required by the Uniform Administrative Guidance at 2 CFR 200.

Monitoring

Applicants funded through this RFA are subject to fiscal and programmatic monitoring visits by the grantor(s). The successful applicant must have an open door policy allowing periodic visits by monitors to evaluate progress and provide documentation upon request of the monitor.

31



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APPLICATION KEY ELEMENTS

32



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Criteria for Selection

- Fulfill requirements of RFA – application is complete
- Demonstrated capacity to manage grant and achieve proposed outcomes
 - WIOA Eligibility determinations / Case Management / IWDS / Robust accounting
- Experience / Robust employer relationships
- Coordination with partner agencies if applicable
- Planned activities and outcomes aligned with RFA
- Addresses priority populations
- Quality and detail of work plan
- Budget reasonable in relationship to proposed activities and outcomes

33



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Budget:

- Clear and concise description
- Appropriateness & Reasonableness
- Generally, the maximum grant award will be \$500,000.

34




- Using appropriate line items helps reviewers
- Double Check your math

SECTION 7: BUDGET		
PROPOSED MATCH – COMPLETE THE PROPOSED MATCH COLUMN ONLY IF THE APPLICANT IS A PRIVATE SECTOR EMPLOYER THAT WILL BE THE PRIMARY RECIPIENT OF THE GRANT FUNDS		
Line Item or Cost Category Description	Requested Grant Budget Amount	Proposed Match Budget Amount
Personnel & Fringe (grantee's employees assigned to the project)	\$0.00	\$0.00
Contractual	\$0.00	\$0.00
Travel	\$0.00	\$0.00
Supplies	\$0.00	\$0.00
Supportive Services	\$0.00	\$0.00
Training		
--Provide an itemized list below-- i.e., ITAs; Tuition; Text Books; Stipend; Instructor / Consultant Trainer Costs; Training; etc.--	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
Other Costs	\$0.00	\$0.00
--Provide itemized list of costs below--	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
Program Overhead (no > 10% of grant amount)	\$0.00	\$0.00
Total Cost	\$ 0.00	\$ 0.00



- Follow Budget Narrative Directions to Explain your Program Costs in detail
- Double Check your math. Again!

SECTION 7 CONTINUED: DETAILED BUDGET NARRATIVE	
LINE ITEM	DETAILED NARRATIVE EXPLANATION AND JUSTIFICATION
Personnel & Fringe: Include salaries / wages and fringe benefits such as retirement, medical insurance, FICA, etc.	Identify project personnel employed by the applicant by name and title. For each position, list the individual's salary and specify the percent of time and level of effort (hours) to be dedicated to the project. Briefly describe the individual's role in the project (i.e., grant manager; project manager; administrative assistant; chief fiscal officer, etc.) Provide a detailed breakdown of all types of costs included in the fringe benefit package (e.g., retirement contributions, medical insurance, Unemployment Compensation, Workers' Compensation, FICA) in the budget detail.
Contractual Include all costs to be incurred via contract, voucher, or sub-grant not elsewhere described.	Separately list and describe all contractual costs to be charged to the grant via contract, voucher, and / or sub-grant. Specify the cost for each item and describe why each item is needed for the achievement of project objectives.
Travel Include travel costs for the project staff of the applicant.	List planned travel expenses (e.g., mileage reimbursement, per diem, hotel charges) by individual or position. Also specify the purpose of the planned trip(s) and indicate if the trip is to an in-state or out-of-state destination.
Supplies Include all tangible personal property that is required for this program.	Provide a description of all supplies to be purchased. Separately identify all requests costing in excess of \$500 per single item or per category for expendable supplies. Specify the cost for these items or categories of items.
Supportive Services Include services that are required for an individual to participate in the program.	List planned services such as transportation, childcare, dependent care, housing and needs related payments necessary for participants to participate and successfully complete the training / program.
Tuition Provide an itemized list of costs including but not limited to ITA's; Tuition; Text Books; Stipends; Instructor / Trainer Costs; Training, etc.	Separately list and describe all training costs to be charged to the grant, specifically addressing any requested items broken out in the worksheet (e.g., ITAs, tuition & fees, books & supplies, training, stipends & allowances, instructor / trainer costs, etc.). Specify the cost for each item and describe why each item is needed for the achievement of project objectives.
Other Costs Use for all direct costs not clearly covered by above line items.	Include a detailed list describing all of the other costs in the budget detail.
Program Overhead Limit of 10% of the grant amount. Includes the costs of	Provide a description / list of all items that you intend to charge to program overhead and the cost charged for each item.




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Be sure to...

- Respond to all elements of RFA
- Be clear, be concise
- Be Timely
 - Application Deadline is May 2
 - Applications received after deadline will only be considered if funds remain*

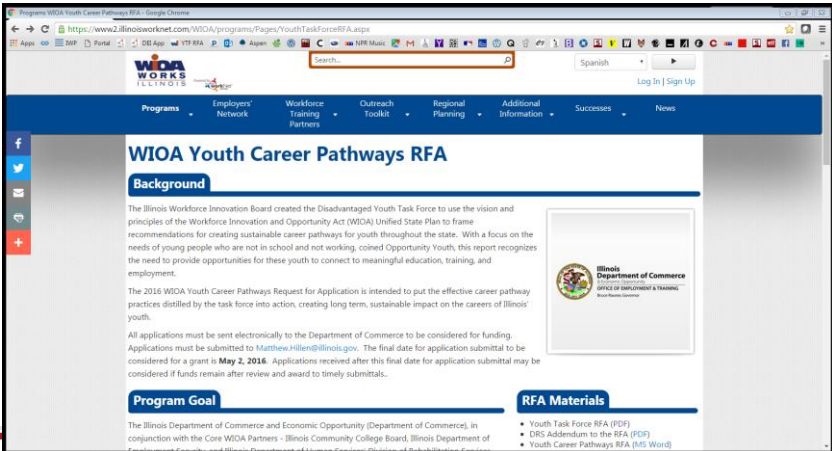
37



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ONLINE AT: www.illinoisworknet.com/Youth2016

RFA materials, FAQ, data, and resources for a strong application



The screenshot shows a web browser displaying the "WIOA Youth Career Pathways RFA" page. The page includes a navigation menu with options like Programs, Employers' Network, Workforce Training Partners, Outreach Toolkit, Regional Planning, Additional Information, Successes, and News. The main content area features a "Background" section with text about the Illinois Workforce Innovation Board's Disadvantaged Youth Task Force and the WIOA United State Plan. It also includes a "Program Goal" section and an "RFA Materials" section with links to the Youth Task Force RFA (PDF), DRS Addendum to the RFA (PDF), and Youth Career Pathways RFA (MS Word).

38




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Key Contact

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39



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QUESTIONS

POST QUESTIONS AT WWW.ILLINOISWORKNET.COM/YOUTH2016

FAQ will be updated and published on the site

40