

AGREEMENT

THIS AGREEMENT is made and entered into by and between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the "City"), and the **STATE OF COLORADO**, acting by and through the **COLORADO DEPARTMENT OF LABOR AND EMPLOYMENT**, with an address of 707 17th Street Suite 2700, Denver, CO 80202 (the "Contractor"), individually a "party" and collectively the "parties".

The parties agree as follows:

1. DEFINITIONS: The capitalized terms used in this Agreement and any and all exhibits hereto, will have the meanings given such terms in the paragraph in which such terms are parenthetically defined. The meanings given to terms defined will be equally applicable to the singular and plural forms of such terms. In addition, the following capitalized terms shall have the following meanings:

A. "City" means the City and County of Denver or a person authorized to act on its behalf.

B. "Subcontractor" means an entity, other than the Contractor, that furnished or furnishes to the City or the Contractor services or supplies (other than standard office supplies, office space or printing services) pursuant to this Agreement.

C. "Federal Government" shall include representatives of the agency, department or office of the United States of America which is or may hereafter be empowered to promulgate, review or enforce rules governing the expenditure of Federal Funds which are or may hereafter become obligated under this Agreement.

D. "Federal Funds" means an award or appropriation of monies from the Federal Government for purposes of administering the Program.

E. "Federal Law" shall include any laws of the United States of America which govern funds which are or may after become obligated under this Agreement. Federal Law may include, but is not limited to, federal laws set forth in Article 25 of this Agreement, as well as any and all amendments thereto which may currently or hereafter be in effect.

F. "Program" shall mean any and all authorized services and activities necessary to administer DEDO's responsibilities under the American Competitiveness and Workforce Improvement Act of 1998, Title IV, Pub. Law 105-277, ("ACWIA"), (CFDA No. 17.268).

G. "State Government" shall include representatives of the agency, department or office of the State of Colorado which is or may hereafter be empowered to promulgate, review or enforce rules governing the Program.

H. "State Law" shall include any laws of the State of Colorado which govern funds which are or may become obligated under this Agreement.

2. **TERM:** The Agreement will commence on February 1, 2026, and will expire at 11:59:59 p.m. on September 30, 2029 (the “Term”). Subject to the Director’s prior written authorization, the Contractor shall complete any work in progress as of the expiration date and the Term will extend until the work is completed or earlier terminated by the Director.

3. **COORDINATION AND LIAISON:** The Contractor will fully coordinate all services under this Agreement with the Director of Workforce Development, City office of Denver Economic Development and Opportunity (the “Director” and “DEDO” respectively), or the Director’s designee.

4. **SERVICES TO BE PROVIDED:**

A. At the direction of the Director, the Contractor shall diligently undertake, perform, and complete all of the services and produce all the deliverables set forth on **Exhibit A, Statement of Work** (the “Services”), to the City’s satisfaction.

B. The Contractor is ready, willing, and able to provide the Services required by this Agreement.

C. The Contractor shall faithfully perform the Services in accordance with the standards of care, skill, training, diligence, and judgment provided by highly competent individuals performing services of a similar nature to those Services described in the Agreement and in accordance with the terms of the Agreement.

5. **COMPENSATION AND METHOD OF PAYMENT:**

A. **Budget:** The City shall pay and the Contractor shall accept as the sole compensation for Services rendered and costs incurred under this Agreement in accordance with the budget contained in **Exhibit B**.

B. **Reimbursable Expenses:** Except as set forth on **Exhibit B**, there are no reimbursable expenses allowed under this Agreement.

C. **Invoices:** The Contractor shall provide the City with periodic invoices in a format and with a level of detail acceptable to the City in accordance with **Exhibit A**. The amounts invoiced by the Contractor will be payable upon receipt and acceptance of designated work product as set forth herein and as fully documented by the Contractor’s periodic invoice. Funds payable by the City hereunder shall be distributed to the Contractor on a reimbursement basis only, for work performed during the prior month. Invoices submitted for Services rendered that are submitted after such deadline are considered to be untimely, and must be submitted separately to be considered for payment. Payment for such late-submitted invoices shall be made only upon a showing of good cause for the late submission. The Contractor’s invoices will set forth the methodology used to determine costs for Services invoiced. The City will have the right to dispute, and withhold payment for, any invoice that does not contain a sufficient statement of the Contractor’s methodology used to determine costs for services invoiced.

D. **Budget modifications:** Changes to each budget line item detailed in **Exhibit**

B that are equal to or less than a ten percent (10%) change to such line item, and which do not increase the Maximum Contract Amount as defined in Section 5.E below, and do not affect the outcomes identified in **Exhibits A** or **B**, may only be finalized and incorporated herein upon the prior written approval of the Director or the Director's designee, which approval shall specify the effective date of such minor modification and shall only be effective when it has been approved in writing by the parties, approved as to form by the City Attorney's Office, and uploaded into the City electronic contract system by DEDO for access through the City Clerk. All such minor budget modifications shall require concurrent submittal by the Contractor of: 1) written justification necessitating such minor modification(s); and 2) updated **Exhibit B** budget documents in the form approved by the City. All other modifications to this Agreement, including, without limitation, any modification to **Exhibit B** that requires an increase in the Maximum Contract Amount as defined in Section 5.E, below, shall be evidenced by a written amendment to this Agreement executed by both parties in the same manner as this Agreement. Under all circumstances, all budget modification requests under this Section 5.D shall be submitted to the Director or the Director's designee at least three (3) months prior to the conclusion of the Term, unless waived in writing by the Director or the Director's designee.

E. Maximum Contract Amount:

(1) Notwithstanding any other provision of the Agreement, the City's maximum payment obligation will not exceed **ONE MILLION EIGHT HUNDRED EIGHT THOUSAND ONE HUNDRED SIXTY-ONE DOLLARS AND NO CENTS (\$1,808,161.00)** (the "Maximum Contract Amount"). The City is not obligated to execute an agreement or any amendments for any further services, including any services performed by the Contractor beyond that specifically described in **Exhibit A**. Any services performed beyond those described in **Exhibit A** are performed at the Contractor's risk and without authorization under the Agreement.

(2) The City's payment obligation, whether direct or contingent, extends only to Federal Funds received and budgeted for the Program, appropriated annually by the Denver City Council, paid into the Treasury of the City, and encumbered for the purpose of this Agreement. The City does not by this Agreement irrevocably pledge present cash reserves for payment or performance in future fiscal years. This Agreement does not and is not intended to create a multiple-fiscal year direct or indirect debt or financial obligation of the City.

F. Recovery of incorrect payments: The City has the right to recover from the Contractor any and all incorrect payments issued to the Contractor due to any omission, error, fraud, and/or defalcation including but not limited to applying a deduction from subsequent payments under this Agreement or other means of recovery by the City as a debt due to the City or otherwise as provided by law. If, as a result of any audit or program review relating to the performance of the Contractor or its officers, agents or employees under this Agreement, there are any irregularities or deficiencies in any audit or review, then the Contractor will, upon notice from the City, correct all identified irregularities or deficiencies within the time frames designated in the City's written notice. If corrections are not made by such date, then the final resolution of identified deficiencies or disputes shall be deemed to be resolved in the City's favor unless the Contractor obtains a resolution in its favor from the responsible official conducting the audit or review. For the avoidance of doubt, the foregoing in no way limits the Contractor's obligation to reimburse the City

for any costs or expenses paid under this Agreement that have been determined to be unallowable or disallowed by the Federal Government, State Government, or the City in accordance with applicable Federal Laws, State Laws, or the Charter, ordinances, rules, regulations, policies, and Executive Orders of the City and County of Denver.

G. Additional Program Conditions: If additional conditions are lawfully imposed on the Program and the City by Federal Law, State Law, or local law, executive orders, rules and regulations, or other written policy instruments of the City, the Contractor will comply with all such additional conditions. If the Contractor is unable or unwilling to accept any such additional conditions concerning the administration of the Program, the City may withhold payment to the Contractor of any unearned funds. If the City withholds payment for this reason, the City shall advise the Contractor and specify the actions that must be taken as a condition precedent to the resumption of payments.

H. Return of unexpended funds: In the event the City determines that the Contractor possesses an unexpended balance of funds from any advance payments made to the Contractor, then all such unexpended advanced funds will be returned to the City within ten (10) days written notice to the Contractor. The City's acceptance of any such amounts shall not constitute a waiver of any claim that the City may otherwise have arising out of this Agreement.

I. Federal Funds contingency: All payments under this Agreement, whether in whole or in part, are subject to and contingent upon the continuing availability of Federal Funds for the purposes of the Program. In the event that Federal Funds, or any part thereof, are not awarded to the City or are reduced or eliminated by the Federal Government or the State of Colorado, the City may reduce the total amount of compensation to be paid to the Contractor by revising **Exhibit A** and/or **Exhibit B** or it may terminate this Agreement.

J. No duplication of funds for same Services: The monies provided for and received under this Agreement are the only and sole funds received by the Contractor from or through the City and County of Denver for payment of the Services provided under this Agreement. In the event the Contractor shall receive any other monies from or through the City or any other party in order to provide the Services, then the compensation received hereunder may be reduced by such amount or amounts at the sole option of the City. The Contractor shall report promptly, in writing to the Director, all amounts received upon receipt.

K. Closeout Procedures: The Subrecipient shall comply with all contract closeout procedures directed by the City under this Agreement for final reimbursement, including but not limited to final review of payments, invoices, referrals, and required reporting documents, including close-out signature. To complete closeout, the Subrecipient shall timely provide the City with all deliverables, including documentation, and the Subrecipient final reimbursement request or invoice.

6. EMPLOYMENT WITH FUNDS: In connection with the performance of services under this Agreement, the Contractor shall submit pertinent job availability information on each job or position created with the use of the funds provided hereunder to DEDO.

7. STATUS OF CONTRACTOR: The Contractor is an independent contractor retained to perform professional or technical services for limited periods of time. Neither the Contractor nor any of its employees are employees or officers of the City under Chapter 18 of the Denver Revised Municipal Code, or for any purpose whatsoever.

8. TERMINATION OF AGREEMENT:

A. The City has the right to terminate this Agreement with cause upon written notice effective immediately, and without cause upon twenty (20) days' prior written notice to the Contractor. However, nothing herein shall be construed as giving the Contractor the right to perform Services under this Agreement beyond the time when such Services become unsatisfactory to the Director.

B. Notwithstanding the preceding paragraph, the City may terminate this Agreement if the Contractor or any of its officers or employees are convicted, plead *nolo contendere*, enter into a formal agreement in which they admit guilt, enter a plea of guilty or otherwise admit culpability to criminal offenses of bribery, kick backs, collusive bidding, bid-rigging, antitrust, fraud, undue influence, theft, racketeering, extortion or any offense of a similar nature in connection with the Contractor's business. Termination for the reasons stated in this paragraph is effective upon receipt of notice.

C. Further, the City may also suspend or terminate this Agreement, in whole or in part, if the Contractor becomes delinquent on any obligation to the City inclusive of any loan, contractual, and tax obligation as due, or with any rule, regulations, or provisions referred to herein; and the City may declare the Contractor ineligible for any further participation in City funding, in addition to other remedies as provided by law. In the event there is probable cause to believe the Contractor is non-compliant with any applicable rules, laws, regulations, or Agreement terms, the City may withhold up to one hundred percent (100%) of said Agreement funds until such time as the Contractor is found to be in compliance by the City or is otherwise adjudicated to be in compliance, or to exercise the City's rights under any security interest arising hereunder.

D. Upon termination of this Agreement, with or without cause, the Contractor shall have no claim against the City by reason of, or arising out of, incidental or relating to termination, except for compensation for Services duly requested and satisfactorily performed as described in this Agreement.

E. If the Agreement is terminated, the City is entitled to and will take possession of all materials, equipment, tools and facilities it owns that are in the Contractor's possession, custody, or control by whatever method the City deems expedient. The Contractor shall deliver all documents in any form that were prepared under the Agreement and all other items, materials and documents that have been paid for by the City to the City. These documents and materials are the property of the City. The Contractor shall mark all copies of work product that are incomplete at the time of termination "DRAFT-INCOMPLETE".

9. REQUIRED BACKGROUND CHECKS: The Contractor shall cooperate and comply with DEDO's "Background Checks Concerning Placement of Youth Participants Policy"

for programs or Services provided to youth under age 18.

10. EXAMINATION OF RECORDS:

A. Any authorized agent of the City, including the City Auditor or his or her representative, has the right to access, and the right to examine, copy and retain copies, at the City's election in paper or electronic form, any pertinent books, documents, papers and records related to the Contractor's performance pursuant to this Agreement, provision of any goods or services to the City, and any other transactions related to this Agreement. The Contractor shall cooperate with City representatives and City representatives shall be granted access to the foregoing documents and information during reasonable business hours and until the latter of three (3) years after the final payment under this Agreement or expiration of the applicable statute of limitations. When conducting an audit of this Agreement, the City Auditor shall be subject to government auditing standards issued by the United States Government Accountability Office by the Comptroller General of the United States, including with respect to disclosure of information acquired during the course of an audit. No examination of records and audits pursuant to this paragraph shall require the Contractor to make disclosures in violation of state or federal privacy laws. The Contractor shall at all times comply with D.R.M.C. 20-276.

B. The Contractor will keep true and complete records of all business transactions under this Agreement, will establish and maintain a system of bookkeeping satisfactory to the City's Auditor and give the City's authorized representatives access during reasonable hours to such books and records, except those matters required to be kept confidential by law. The Contractor agrees that it will keep and preserve for at least six (6) years all evidence of business transacted under this Agreement for such period.

C. The Contractor acknowledges that it is subject to any and all applicable regulations or guidance of the United States Office of Management and Budget including, but not limited to, all applicable laws, rules, regulations, policy statements, and guidance issued by the Federal Government (including the United States Office of Management and Budget), regarding audit requirements and access to records requirements. Non-profit organizations that expend \$750,000 or more in a year in federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of 2 CFR Chapter I, Chapter II, Parts 200, 215, 220, 225 and 230, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" and applicable federal regulations.

D. In addition to the requirements contained in **Exhibit C, Fiscal System Design**, concerning audits, the Contractor's auditor will provide an accounting certification that the audit was conducted in accordance with applicable standards set forth in the U.S. Office of Management and Budget circulars. All accounting practices will be in conformance with generally accepted accounting principles. The Contractor will complete and deliver a copy of its audit report as directed by the Director or the Director's designee. The Contractor's agreements with subcontractors will contain a clause stating that the subcontractor is subject to the audit requirements of this Agreement or as may be imposed by Federal Law, State Law and applicable City law. Final financial settlement under this Agreement will be contingent upon receipt and acceptance of the Contractor's audit.

E. If, as a result of any audit relating to the fiscal performance of the Contractor or any subcontractor under this Agreement, the City receives notice of any irregularities or deficiencies in said audits, then the City will notify the Contractor of such irregularities or deficiencies. The Contractor will correct all identified irregularities or deficiencies within the time frames designated in the City's written notice. If the identified irregularities or deficiencies cannot be corrected by the date designated by the City, then the Contractor will so notify the City in writing and will identify a date that the Contractor expects to correct the irregularities or deficiencies; provided, however, that if the Contractor's notice is dated within thirty (30) calendar days prior to the end of the Term or effective date of earlier termination, then the Contractor's corrections will be made and submitted to the City on or before the fifth (5th) working day from the Expiration Date or effective date of earlier termination. If corrections are not made by such date, then the final resolution of identified deficiencies or disputes will be deemed to be resolved in the City's favor unless the Contractor obtains a resolution in its favor from the responsible federal official.

11. WHEN RIGHTS AND REMEDIES NOT WAIVED: In no event will any payment or other action by the City constitute or be construed to be a waiver by the City of any breach of covenant or default that may then exist on the part of the Contractor. No payment, other action, or inaction by the City when any breach or default exists will impair or prejudice any right or remedy available to it with respect to any breach or default. No assent, expressed or implied, to any breach of any term of this Agreement constitutes a waiver of any other breach.

12. INSURANCE: The Contractor represents it is a "public entity" within the meaning of the Colorado Governmental Immunity Act, §§ 24-10-101, *et seq.*, C.R.S., as amended ("CGIA"), the Contractor shall maintain insurance, by commercial policy or self-insurance, as is necessary to meet the Contractor's liabilities under the Act. Proof of such insurance shall be provided upon request by the City.

13. LIABILITY: Each party will be responsible for any and all claims, damages, liability and court awards, including costs, expenses and attorney fees, incurred as a result of its actions or omissions or any action or omission of its officers, employees, and agents in connection with the subject matter of this Agreement or any amendment hereto. Nothing in this Section 13 or any other provision of this Agreement, or any amendment or Exhibit hereto, shall be construed as a waiver of the notice requirements, defenses, immunities and limitations the City or Contractor may have under the CGIA or to any other defenses, immunities, or limitations of liability available to the City or Contractor by law. This obligation shall survive termination of this Agreement.

14. TAXES, LATE CHARGES, AND PERMITS: The City is not liable for the payment of taxes, late charges or penalties of any nature, except for any additional amounts that the City may be required to pay under the City's prompt payment ordinance D.R.M.C. §§ 20-107, *et seq.* The Contractor shall promptly pay when due, any and all taxes, bills, debts and obligations it incurs performing the services under this Agreement and shall not allow any lien, mortgage, judgment or execution to be filed against City property.

15. ASSIGNMENT AND SUBCONTRACTING: The Contractor shall not voluntarily or involuntarily assign any of its rights or obligations under this Agreement or subcontract performance obligations without obtaining DEDO's Executive Director's prior written

consent. Any assignment or subcontracting without such consent will be ineffective and void, and shall be cause for termination of this Agreement by the City. The Executive Director has sole and absolute discretion whether to consent to any assignment or subcontracting, or to terminate this Agreement because of unauthorized assignment or subcontracting. In the event of any subcontracting or unauthorized assignment: (i) the Contractor shall remain responsible to the City; and (ii) no contractual relationship shall be created between the City and any sub-consultant, subcontractor or assign.

Services subcontracted under this Agreement shall be specified by written agreement and shall be subject to each applicable provision of this Agreement and any and all applicable Federal Laws and State Laws with appropriate changes in nomenclature in referring to such subcontract. If the Subrecipient enters into any subcontracts or subgrants with other individuals or entities and pays those individuals or entities for such goods or services with federal or state funds, the Subrecipient shall include provisions in its subcontracts regarding the federal and state laws identified or referenced in this Agreement. The Subrecipient retains full responsibility for complying with the terms of this Agreement, whether the services are provided directly or by a third party, and for including all relevant terms in its subcontracts. The Contractor shall submit proposed subcontract agreements to the Director for the Director's review and approval. Such consent of the City obtained as required by this paragraph shall not be construed to constitute a determination of approval of any cost under this Agreement, unless such approval specifically provides that it also constitutes a determination of approval of such cost.

16. INUREMENT: The rights and obligations of the parties inure to the benefit of and shall be binding upon the parties and their respective successors and assigns, provided assignments are consented to in accordance with the terms of this Agreement.

17. NO THIRD PARTY BENEFICIARY: Enforcement of the terms of this Agreement and all rights of action relating to enforcement are strictly reserved to the parties. Nothing contained in this Agreement gives or allows any claim or right of action to any third person or entity. Any person or entity other than the City or the Contractor receiving services or benefits pursuant to the Agreement is an incidental beneficiary only.

18. NO AUTHORITY TO BIND CITY TO CONTRACTS: The Contractor lacks any authority to bind the City on any contractual matters. Final approval of all contractual matters that purport to obligate the City must be executed by the City in accordance with the City's Charter and the Denver Revised Municipal Code.

19. SEVERABILITY: Except for the provisions of this Agreement requiring appropriation of funds and limiting the total amount payable by the City, if a court of competent jurisdiction finds any provision of this Agreement or any portion of it to be invalid, illegal, or unenforceable, the validity of the remaining portions or provisions will not be affected, if the intent of the parties can be fulfilled.

20. CONFLICT OF INTEREST:

A. No employee of the City shall have any personal or beneficial interest in the

services or property described in this Agreement; and the Contractor shall not hire, or contract for services with, any employee or officer of the City in violation of the City's Code of Ethics, D.R.M.C. §§ 2-51, *et seq.*, or the City Charter §§ 1.2.8, 1.2.9, and 1.2.12.

B. The Contractor shall not engage in any transaction, activity or conduct that would result in a conflict of interest under this Agreement. The Contractor represents that it has disclosed any and all current or potential conflicts of interest which shall include transactions, activities or conduct that would affect the judgment, actions or work of the Contractor by placing the Contractor's own interests, or the interests of any party with whom the Contractor has a contractual arrangement, in conflict with those of the City. The City, in its sole discretion, will determine the existence of a conflict of interest and may terminate this Agreement in the event it determines a conflict exists, after it has given the Contractor written notice describing the conflict. The Contractor will have thirty (30) days after the notice is received to eliminate or cure the conflict of interest in a manner which is acceptable to the City.

21. NOTICES: All notices required by the terms of this Agreement must be hand delivered, sent by overnight courier service, mailed by certified mail, return receipt requested, or mailed via United States mail, postage prepaid, if to the Contractor at the address first above written, and if to the City at:

Director of Workforce Development or Designee
Office of Denver Economic Development & Opportunity
City and County of Denver
201 West Colfax Avenue Dept. 600
Denver, CO 80202

With a copy of any such notice to:

Denver City Attorney's Office
1437 Bannock St., Room 353
Denver, Colorado 80202

Notices hand delivered or sent by overnight courier are effective upon delivery. Notices sent by certified mail are effective upon receipt. Notices sent by mail are effective upon deposit with the U.S. Postal Service. The parties may designate substitute addresses where or persons to whom notices are to be mailed or delivered. However, these substitutions will not become effective until actual receipt of written notification.

22. DISPUTES: All disputes between the City and the Contractor arising out of or regarding this Agreement will be resolved by administrative hearing pursuant to the procedure established by Denver Revised Municipal Code, § 56-106(b)-(f). For the purposes of that procedure, the City official rendering a final determination shall be the Executive Director of DEDO.

23. GOVERNING LAW; VENUE: This Agreement will be construed and enforced in accordance with applicable federal law, the laws of the State of Colorado, and the City Charter,

Denver Revised Municipal Code, ordinances, regulations and Executive Orders of the City and County of Denver, which are expressly incorporated into this Agreement. Unless otherwise specified, any reference to statutes, laws, regulations, charter or code provisions, ordinances, executive orders, or related memoranda, includes amendments or supplements to same. Venue for any legal action relating to this Agreement will be in the District Court of the State of Colorado, Second Judicial District.

24. NO DISCRIMINATION IN EMPLOYMENT: In connection with the performance of work under this Agreement, the Contractor may not refuse to hire, discharge, promote, demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, ethnicity, citizenship, immigration status, gender, age, sexual orientation, gender identity, gender expression, marital status, source of income, military status, protective hairstyle, or disability. The Contractor shall insert the foregoing provision in all subcontracts.

25. COMPLIANCE WITH APPLICABLE LAWS: The Contractor shall perform or cause to be performed all services in full compliance with all applicable laws, rules, regulations, and codes of the United States, State of Colorado, and with the Charter, ordinances, regulations, policies, and Executive Orders of the City and County of Denver whether or not specifically referenced herein. Any references to specific Federal Laws, State Laws, or local laws or other requirements incorporated into this Agreement are not intended to constitute an exhaustive list of federal, state, and City requirements applicable to this Agreement. Applicable statutes, regulations and other documents pertaining to administration or enforcement of the services referenced in this Agreement and all other applicable provisions of Federal Law, State Law, or local law are deemed to be incorporated herein by reference. Compliance with all such statutes, regulations and other documents is the responsibility of the Contractor. The Contractor shall ensure that any and all Subcontractors also comply with applicable laws. In particular, and not by way of limitation, the Services shall be performed in strict compliance with all laws, executive orders, ordinances, rules, regulations, policies and procedures prescribed by the City, the State of Colorado, and the Federal Government, and the following additional federal requirements:

A. The American Competitiveness and Workforce Improvement Act of 1998, Title IV, Pub. Law 105-277, *et seq.*, as amended (codified at 29 USC 3224a) (“ACWIA”).

B. The Workforce Innovation and Opportunity Act, (“WIOA”), Public Law 113-129 (enacted July 22, 2014 and effective July 1, 2015), 29 U.S.C. 3101, *et seq.*, which supersedes the Workforce Investment Act (WIA) and amends the Adult Education and Family Literacy Act; the Wagner-Peyser Act of 1933, as amended; and the Rehabilitation Act of 1973.

C. Any and all applicable federal, state, or City rules and regulations relevant to the administration of the Program including without limitation:

- (1)** 29 CFR Part 97, for State/Local Governments and Indian Tribes;
- (2)** 29 CFR Part 95, for Institutions of Higher Education, Hospitals and other Non-Profit Organizations and Commercial Organizations;
- (3)** 2 CFR 225, for State/Local Governments and Indian Tribes;

- (4) 2 CFR 220, for Institutions of Higher Education;
- (5) 2 CFR 230, for Non-Profit Organizations;
- (6) 48 CFR Part 31;
- (7) 29 CFR Part 96 and 99, Single Audit Act;
- (8) 29 CFR Part 93, Lobbying Certification;
- (9) 29 CFR Part 37, Nondiscrimination and Equal Opportunity Requirements;
- (10) 29 CFR Part 98, Debarment and Suspension; Drug Free Workplace;
- (11) The Federal Funding Accountability and Transparency Act of 2006, FFATA.
- (12) Drug Free Workplace: The Drug-Free Workplace Act of 1988 as codified at 41 U.S.C. 701, *et seq.*

D. The financial administration terms and conditions contained in **Exhibit C, Fiscal System Design**, are general in scope and may contain requirements covering conditions that may not be encountered in the performance of Services under this Agreement and which, for this reason, are not necessarily applicable thereto. Where any stipulation or requirement set forth therein applies to any such non-existing condition and is not applicable to the Services under this Agreement, and the City so determines in writing, such stipulation or requirement shall have no meaning relative to the performance of such Services.

E. Any and all Grant Awards, Contracts, or other Agreements governing this Agreement including without limitation the Award from the U.S. Dept. of Labor, Employment and Training Administration to the City and County of Denver, City Jaggaer No. 202578279 ("Federal Grant Award"). The terms and conditions of the Federal Grant Award are incorporated herein by reference, and attached as **Exhibit D**. This Agreement is a "Subaward" pursuant to the Federal Grant Award and the Contractor is a "Subrecipient". The Contractor acknowledges the following provisions from the Federal Grant Award:

(1) When procuring contractors for goods and services, DOL/ETA recipients and subrecipients must follow the procurement requirements, including the requirement for full and open competition, found at 2 CFR 200.318 through 200.327 (except states and Indian tribes, which must follow 2 CFR 200.317).

(2) The Terms and Conditions of the Grant Award apply to Subrecipient. Subrecipient shall comply with all applicable Federal statutes, regulations, and the Terms and Conditions of this award (2 CFR 200.101(b) and .332);

(3) Subrecipients of federal assistance must have a written policy in place on conflicts of interest, including organizational conflicts of interest. The policy must include the process the recipient or subrecipient will take to identify, avoid, remove, and remedy conflicts of interest.

F. Any and all Requests for Proposals, or portions thereof, issued by the City for purposes of this Agreement as designated by the Director;

G. All applicable policies, procedures, information memoranda, Program guidance, instructions or other written documentation issued by the Federal Government, State of Colorado, or the City and provided to the Contractor concerning the Program or the expenditure of Federal Funds;

H. All applicable circulars of the U.S. Office of Management and Budget (“OMB”).

26. LEGAL AUTHORITY: The Contractor represents and warrants that it possesses the legal authority, pursuant to any proper, appropriate and official motion, resolution or action passed or taken, to enter into this Agreement. Each person signing and executing this Agreement on behalf of the Contractor represents and warrants that he has been fully authorized by the Contractor to execute this Agreement on behalf of the Contractor and to validly and legally bind the Contractor to all the terms, performances and provisions of this Agreement. The City shall have the right, in its sole discretion, to either temporarily suspend or permanently terminate this Agreement if there is a dispute as to the legal authority of either the Contractor or the person signing this Agreement to enter into this Agreement.

27. NO CONSTRUCTION AGAINST DRAFTING PARTY: The parties and their respective counsel have had the opportunity to review this Agreement, and this Agreement will not be construed against any party merely because this Agreement or any provisions thereof were prepared by a particular party.

28. INTELLECTUAL PROPERTY RIGHTS:

A. Copyrights. Unless otherwise prohibited by Federal Law, the City and the Contractor intend that all property rights to any and all records, case files, databases, materials, information, text, logos, documents, booklets, manuals, references, guides, brochures, advertisements, music, sketches, plans, drawings, prints, photographs, specifications, software, data, products, ideas, inventions, studies, reports, negatives, and any other work or recorded information created by the Contractor and paid for by the City pursuant to this Agreement, in preliminary or final forms and on any media whatsoever (collectively, “Materials”), shall be the sole and exclusive property of the City. The Contractor shall disclose all such items to the City upon completion, termination, or cancellation of this Agreement. The Contractor shall not use, willingly allow another to use, or cause such items to be used for any purpose other than for the performance of the Contractor's duties and obligations under this Agreement without the prior, express written consent of the City. To the extent permitted by the U.S. Copyright Act, 17 U.S.C. §§ 101, *et seq.*, the Materials are a “work made for hire” and all ownership of copyright in the Materials shall vest in the City at the time the Materials are created. To the extent that the Materials are not a “work made for hire,” the Contractor hereby sells, assigns and transfers all rights, title and interest in and to the Materials to the City, including the right to secure copyright, patent, trademark, and other intellectual property rights throughout the world and to have and to hold such copyright, patent, trademark and other intellectual property rights in perpetuity. The Contractor will have a no cost, perpetual, nonexclusive license to use the Materials for purposes consistent with this Agreement.

B. Patent Rights. If any improvement, or discovery of the Contractor, or any of its third party contractors, is conceived or first actually reduced to practice during the term or course of this Agreement, and if such is patentable, then the Contractor shall immediately notify the City in writing of such invention, improvement, or discovery and provide the City with a complete written report on that invention, improvement or discovery. The rights and responsibilities of the Contractor, third party contractors of the Contractor, and the City with respect to such invention, improvement, or discovery shall be determined in accordance with all applicable Federal Laws, regulations, policies or waivers thereof. The Contractor shall include the requirements of this paragraph in its third party contracts, if any, for the performance of work under this Agreement.

C. Patented Devices, Materials and Processes. If the Contractor employs any design, device, material or process covered by letter of patent or copyright, it shall provide for such use by suitable legal agreement with the patentee or copyright owner. The Contractor shall defend the City from any and all claims for infringement by reason of the use of any such patented design, device, material or process, or any trademark or copyright, and shall be solely responsible for payment of any and all costs, expenses and damages which it or the City may be obligated to pay by reason of any infringement, at any time during the prosecution or after the completion of services. None of the above in this subparagraph applies if the Contractor uses patented devices, materials or processes specified by the City.

D. The Contractor acknowledges that pursuant to Federal Law, the Federal Government reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, all copyrighted material and all material which can be copyrighted.

29. SURVIVAL OF CERTAIN PROVISIONS: The terms of this Agreement and any exhibits and attachments that by reasonable implication contemplate continued performance, rights, or compliance beyond expiration or termination of this Agreement survive this Agreement and will continue to be enforceable. Without limiting the generality of this provision, the Contractor's obligations to provide insurance City will survive for a period equal to any and all relevant statutes of limitation, plus the time necessary to fully resolve any claims, matters, or actions begun within that period.

30. ADVERTISING AND PUBLIC DISCLOSURE:

A. The Contractor shall not include any reference to this Agreement or to Services performed pursuant to this Agreement in any of the Contractor's advertising or public relations materials without first obtaining the written approval of the Director. Any oral presentation or written materials related to Services performed under this Agreement will be limited to Services that have been accepted by the City. The Contractor shall notify the Director in advance of the date and time of any presentation. Nothing in this provision precludes the transmittal of any information to City officials.

B. The Contractor shall not include any reference to this Agreement or to Services performed pursuant to this Agreement in any of the Contractor's advertising or public

relations materials without first obtaining the written approval of the Director. Any oral presentation or written materials related to Services performed under the Agreement will be limited to Services that have been accepted by the City. The Contractor shall notify the Director in advance of the date and time of any presentation. Nothing in this provision precludes the transmittal of any information to City officials.

C. In accordance with applicable federal or state requirements, the Contractor shall prominently insert the following acknowledgement (or substantially similar acknowledgement) in all allowable advertising, public relations items,, or informational materials, including without limitation, signs, media releases, promotional items, giveaways, and public announcements: “The activities, services, programs, and materials are made possible by support from the Office of Denver Economic Development and Opportunity, Workforce Development of the City of and County of Denver through funding from the American Competitiveness and Workforce Improvement Act.”

31. CITY EXECUTION OF AGREEMENT: This Agreement will not be effective or binding on the City until it has been fully executed by all signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

32. AGREEMENT AS COMPLETE INTEGRATION-AMENDMENTS: This Agreement is the complete integration of all understandings between the parties as to the subject matter of this Agreement. No prior or contemporaneous addition, deletion, or other modification has any force or effect, unless embodied in this Agreement in writing. No subsequent novation, renewal, addition, deletion, or other amendment will have any force or effect unless embodied in a written amendment to this Agreement properly executed by the parties. No oral representation by any officer or employee of the City at variance with the terms of this Agreement or any written amendment to this Agreement will have any force or effect or bind the City. This Agreement is, and any amendments thereto will, be binding upon the parties and their successors and assigns. Amendments to this Agreement will become effective when approved by both parties and executed in the same manner as this Agreement.

33. USE, POSSESSION OR SALE OF ALCOHOL OR DRUGS: The Contractor shall cooperate and comply with the provisions of Executive Order 94 and Attachment A thereto concerning the use, possession or sale of alcohol or drugs. Violation of these provisions or refusal to cooperate with implementation of the policy can result in the City barring the Contractor from City facilities or participating in City operations.

34. CONFIDENTIAL INFORMATION; OPEN RECORDS:

A. **Confidential Information:** The Contractor acknowledges and accepts that, in the performance of all Services under the terms of this Agreement, the Contractor will or may have access to the following types of information: (1) City Proprietary Data or confidential information that may be owned or controlled by the City (“City Proprietary Data”); (2) confidential information pertaining to persons receiving services from DEDO (“Client Data”), or (3) confidential proprietary information owned by third parties (“Third Party Proprietary Data”). For purposes of this Agreement, City Proprietary Data, Client Data, and Third Party Proprietary Data

shall be referred to collectively as “Confidential Information.” The Contractor agrees that all Confidential Information provided or otherwise disclosed by the City to the Contractor or as otherwise acquired by the Contractor during its performance under this Agreement shall be held in confidence and used only in the performance of its obligations under this Agreement. The Contractor shall limit access to any and all Confidential Information to only those employees who have a need to know such information in order to provide services under this Agreement. The Contractor shall exercise the same standard of care to protect any and all Confidential Information as a reasonably prudent contractor would to protect its own proprietary or confidential data. The Contractor acknowledges that Confidential Information may be in hardcopy, printed, digital or electronic format. The City reserves the right to restrict at any time the Contractor’s access to electronic Confidential Information to “read-only” access or “limited” access as such terms are designated by the Director.

B. The Contractor agrees to comply with all applicable State Laws and Federal Laws protecting the privacy or confidentiality of any and all Client Data that include protected medical records or protected personal information. The Contractor shall establish and submit to the City, within fifteen (15) days of the City’s written request thereof, copies of the Contractor’s policies and procedures to maintain the confidentiality of any protected medical records or protected personal information to which the Contractor has access. In the event that the Contractor is required to access Client Data that include protected medical records from a third party provider or is required to provide Client Data, including protected medical records to the City for purposes of monitoring and evaluating the Contractor’s performance under this Agreement, then the Contractor agrees to fully coordinate with DEDO personnel and the client in order to obtain any necessary consent forms, authorization forms, or release forms.

(1) Use of Confidential Information: Except as expressly provided by the terms of this Agreement, the Contractor agrees that it shall not disseminate, transmit, license, sublicense, assign, lease, release, publish, post on the internet or other public forum, transfer, sell, permit access to, distribute, allow interactive rights to, or otherwise make available any Confidential Information or any part thereof to any other person, party or entity in any form or media for any purpose other than performing its obligations under this Agreement. The Contractor further acknowledges that by providing access to Confidential Information, the City is not granting to the Contractor any right or license to use such data except as provided in this Agreement. The Contractor further agrees not to reveal, publish, disclose, or distribute to any other party, in whole or in part, in any way whatsoever, any Confidential Information without prior written authorization from the Director.

(2) City Methods: The Contractor agrees that any ideas, concepts, know-how, computer programs, or data processing techniques developed by the Contractor or provided by the City in connection with this Agreement shall be deemed to be the sole property of the City and all rights, including copyright, shall be reserved to the City. The Contractor agrees, with respect to Confidential Information, that: (a) the Contractor shall not copy, recreate, reverse, engineer or decompile such data, in whole or in part, unless authorized in writing by the Director; (b) the Contractor shall retain no copies, recreations, compilations, or decompilations, in whole or in part, of such data; (c) the Contractor shall, upon the expiration or earlier termination of this

Agreement, destroy (and, in writing, certify destruction) or return all such data or work products incorporating such data or information to the City.

(3) Employees and Subcontractors: The requirements of this provision shall be binding on the Contractor's employees, agents, officers and assigns. The Contractor warrants that all of its employees, agents, and officers who designated to provide Services under this Agreement will be advised of this provision. All requirements and obligations of the Contractor under this Agreement shall survive the expiration or earlier termination of this Agreement.

(4) Disclaimer: Notwithstanding any other provision of this Agreement, the City is furnishing Confidential Information on an "as is" basis, without any support whatsoever, and without representation, warranty or guarantee, including, but not in any manner limited to, fitness, merchantability, accuracy and completeness of the Confidential Information. The Contractor acknowledges and understands that Confidential Information may not be completely free of errors. The City assumes no liability for any errors or omissions in any Confidential Information. Specifically, the City is not responsible for any costs including, but not limited to, those incurred as a result of lost revenues, loss of use of data, the costs of recovering such programs or data, the cost of any substitute program, claims by third parties, or for similar costs. If discrepancies are found, the Contractor agrees to contact the City immediately.

C. Open Records: The parties understand that all the material provided or produced under this Agreement may be subject to the Colorado Open Records Act, §§ 24-72-201, *et seq.*, C.R.S., and that in the event of a request to the City for disclosure of such information, the City shall advise the Contractor of such request in order to give the Contractor the opportunity to object to the disclosure of any of its proprietary or confidential material. In the event of the filing of a lawsuit to compel such disclosure, the City will tender all such material to the court for judicial determination of the issue of disclosure and the Contractor agrees to intervene in such lawsuit to protect and assert its claims of privilege and against disclosure of such material or waive the same. The Contractor will be responsible for any claims, damages, expenses, losses or costs with respect to the Contractor's own actions to protect and assert its claim of privilege against disclosure under this Article including, but not limited to, prompt reimbursement to the City of all reasonable attorney fees, costs and damages that the City may incur directly or may be ordered to pay by such court.

35. TIME IS OF THE ESSENCE: The parties agree that in the performance of the terms, conditions, and requirements of this Agreement, time is of the essence.

36. CONTRACT DOCUMENTS; ORDER OF PRECEDENCE: This Agreement consists of Articles 1 through 37, which precede the signature page and the following attachments which are incorporated herein and made a part hereof by reference:

Exhibit A – Statement of Work
Exhibit B – Budget
Exhibit C – Fiscal System Design
Exhibit D – Federal Grant

In the event of an irreconcilable conflict between a provision contained in Articles 1 through 37, and any of the listed attachments or between provisions of any attachments, such that it is impossible to give effect to both, the order of precedence to determine which document shall control to resolve such conflict, is as follows, in descending order:

- Articles 1 through 38 (Agreement)
- Exhibit A – Statement of Work Statement
- Exhibit B – Budget
- Exhibit C – Fiscal System Design (unless the City specifically notifies the Contractor in writing that a provision of Exhibit C prevails over Articles 1 through 38, Exhibit A, or Exhibit B)
- Exhibit D – Federal Grant

37. ELECTRONIC SIGNATURES AND ELECTRONIC RECORDS: The Contractor consents to the use of electronic signatures by the City. This Agreement, and any other documents requiring a signature hereunder, may be signed electronically by the City in the manner specified by the City. The parties agree not to deny the legal effect or enforceability of this Agreement solely because it is in electronic form or because an electronic record was used in its formation. The parties agree not to object to the admissibility of this Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

**[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK;
SIGNATURE PAGES FOLLOW.]**

Contract Control Number:
Contractor Name:
EMPLOYMENT

OEDEV-202582663-00
COLORADO DEPARTMENT OF LABOR AND

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at
Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

Attorney for the City and County of Denver

By: _____

REGISTERED AND COUNTERSIGNED:

By: _____

By: _____

Contract Control Number:
Contractor Name:
EMPLOYMENT

OEDEV-202582663-00
COLORADO DEPARTMENT OF LABOR AND

DocuSigned by:
By: Kelly Folks
60EF7C458CA64EE...

Name: Kelly Folks
(please print)

Title: Employment and Training Division Director
(please print)

ATTEST: [if required]

DocuSigned by:
By: Suzie Miller
2FF98012F75740F...

Name: Suzie Miller
(please print)

Title: Director, Workforce Colorado Rural Alliance
(please print)

STATEMENT OF WORK
COLORADO RURAL WORKFORCE ALLIANCE
H-1B BUILDING PATHWAYS GRANT
TECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP CYBER)

Federal Award ID (FAIN) #:	24A60HG000060-01-00
Federal Award Date:	September 19, 2024
Federal Awarding Agency:	U.S. Department of Labor / ETA Division of Federal Assistance 200 Constitution Avenue NW-Room N-4716 Washington DC 20210
Pass-Through Entity:	City & County of Denver Denver Economic Development & Opportunity (DEDO) 101 W. Colfax Ave., Suite 850 Denver CO 80202
Pass-Through EIN #:	WP3QXJ87RYH3
Sub-recipient EIN #:	QUQJTAYXYTA8
CFDA:	17.268
Total Federal Funds	
Obligated to sub-recipient	\$1,808,161.20
Total amount of Federal Award	\$5,000,000.00
Total Non-Federal Funds	\$0.00
Obligated to sub-recipient	

1.0 SCOPE

The Contractor shall provide identified services as listed in Sections 1.1.

1.1 Objectives The Contractor will be a partner in the Technology Partnership in Colorado Partnership (TECP CYBER) project, an employer and industry led initiative that will increase equitable access to job training programs and expand the talent pipeline for the information technology (IT) sector’s cybersecurity workforce to protect Colorado’s growing broadband infrastructure. This project will be conducted in partnership with the City and County of Denver (the “City”) to operate programs as prescribed by the office of Denver Economic Development and Opportunity-Denver Workforce Services (“DEDO-DWS”). Contractor agrees to provide employment, training, and supportive services leading to direct employment or retention in middle and high skilled jobs in the targeted industries to a minimum of:

Time Period	Year 1	Year 2	Year 3	Year 4	Year 5	
TOTAL ENROLLMENTS	40	75	75	65	45	300
TOTAL ENROLLED IN EDUCATION/TRAINING (90% of total enrolled)	35	68	68	59	40	270
TOTAL EDUCATION/TRAINING COMPLETED (82% of total enrolled)	32	61	61	53	36	243
TOTAL DEGREES/ CERTIFICATIONS (60% of total enrolled)	24	45	45	39	27	180
TOTAL EMPLOYED (65% of total enrolled)	26	49	49	42	29	195
INCUMBENT WORKER COMPLETION	0	5	10	10	0	25

1.2 Outcomes

- 1.2.1 Contractor shall place at least 90% of enrolled participants in education and/or training activities;
- 1.2.2 Contractor shall ensure that 82% of enrolled participants complete education and/or training activities;
- 1.2.3 Contractor shall ensure that 60% of participants receive a certificate or a credential in the grant targeted occupations and industries;
- 1.2.4 Contractor shall ensure that 65% of participants obtain employment in middle to high skilled technology occupations.
- 1.2.5 Contractor is responsible for ensuring that 100% of incumbent workers successfully complete training activities.

1.3 Participant Recruitment and Eligibility

- 1.3.1 Contractor shall use the TECP Operations Manual to develop and execute a recruitment plan including monthly goals, referral tracking, outreach strategies and targeted industries.
- 1.3.2 Contractor shall effectively recruit and serve eligible under- and unemployed workers and incumbent workers as defined in funding opportunity number FOA-ETA-23-31

- 1.3.3 Contractor shall ensure that participants are at least 17 years of age and not currently enrolled in secondary school within a local educational agency.
- 1.3.4 Contractor shall ensure that participants are a U.S. Citizen and provide documentation that shows authorization to work in the United States.
- 1.3.5 Contractor shall ensure that veterans and eligible spouses who meet program’s eligibility requirements have a priority of service.
- 1.3.6 Contractor shall pay particular attention to minority and disabled veterans currently employed in the targeted industries and occupations, as well as transitioning vets and National Guard members meeting the eligibility criteria.
- 1.3.7 Contractor shall also place emphasis on recruiting and training younger workers and those impacted by the recent economic downturn pursuing careers in the targeted industries and occupations.

1.4 Service Delivery

1.4.1 Assessment

- 1.4.1.1 Contractor shall provide a comprehensive up-front assessment, including an occupational skills assessment.
- 1.4.1.2 Contractor shall customize participant services along the TECP CYBER phases to employment.
- 1.4.1.3 Contractor shall document the TECP CYBER participant’s need for new skills and the purpose of training by recording the following information in the confidential notes section in Connecting Colorado: participant’s current or desired industry and occupation, comprehensive assessment results, identified skill gaps, proposed training track(s), potential occupations and employers.

1.4.2 Instruction/Training Services/Certificates

- 1.4.2.1 Contractor shall enroll eligible participants in training targeted to Information Security occupations. The following table illustrates **EXAMPLES** of certificates and/or credentials that a TEC-P participant can earn:

	Credentials and Certifications	
CompTIA Security +	CompTIA Network +	Certified Network Technician
Cisco CCNA, CCNP, and CCIE	CompTIA Cybersecurity Analyst +	Certified Information Systems Auditor

CBAP and PMP	Certified Information Security Manager	Network Technology Certificate
CompTIA CASP +	CISSP	Certified Penetration Testing Engineer

1.4.2.2 Contractor will utilize TECP defined training and service providers to meet participant needs in the targeted occupations, while still meeting requirements for informed customer choice.

1.4.3 **Employer Engagement**

1.4.3.1 At the onset of this contract, Contractor is responsible for developing agreements with proposed TECP CYBER employer partners that will provide employment and on-the-job training opportunities, as well as paid work experience and paid internships, for participants in the targeted industries and occupations.

1.4.3.2 Contractor will leverage other existing partnerships and/or develop new partnerships with employers in the targeted industries throughout the life of this grant to support successfully meeting the TECP CYBER project outcomes.

1.4.3.3 Contractor will coordinate with employer partners to develop job placement opportunities for all TECP CYBER participants.

2.0 PROGRAMMATIC AND PERFORMANCE REQUIREMENTS

2.1 **Performance Accountability and Reporting**

2.1.1 Contractor must submit quarterly reports that meet, and document grant performance information required by DEDO-DWS and USDOL in the format stated in the TECP Operations Manual.

2.1.2 Contractor must report data for the following seven outcome measures, as applicable:

- a) Total participants served through the program; Contractor must provide sub-totals for unemployed workers, and incumbent workers to be served.
- b) Total participants enrolled in education/training activities;
- c) Total participants completing education/training activities;
- d) Total participants who complete education/training activities who receive a degree, or other type of credential;
- e) Total unemployed participants or underemployed participants who complete education/training activities and obtain employment);

- f) Total incumbent workers who complete training activities and that advance into a new position.

2.2 Participant Data Collection

- 2.2.1 Contractor shall verify TECP CYBER participant's identity, citizenship or legal work status.
- 2.2.2 Contractor shall collect and maintain file documents that include; an I-9, Equal Employment Opportunity (EEO) form and a Release of information form.
- 2.2.3 Contractor shall maintain the aforementioned verification data and documents in the participant's file.
- 2.2.4 Contractor shall maintain a file on each participant as part of a personnel file and/or separate file.
- 2.2.5 Contractor shall document TECP CYBER participants' activity progress quarterly throughout the program according to the TECP Operations manual.
- 2.2.6 Contractor shall readily provide, upon request, its participant files and/or its participant program documentation for reporting and/or auditing purposes to DEDO-DWS and USDOL.

2.3 Coordination and Contractor Participation

- 2.3.1 Contractor shall ensure optimal program coordination and linkages with DEDO-DWS contracted partners and other partnering organizations as identified by DEDO-DWS and the TECP project, to ensure appropriate, consistent and efficient provision of services to program participants.
- 2.3.2 Contractor shall actively participate in any forums, meetings, planning sessions and the like to further the goals of providing appropriate, consistent, and efficient provision of services to participants.
- 2.3.3 The Contractor must work in partnership with established DEDO-DWS systems and staff to ensure its future sustainability and alignment with DEDO-DWS's mission. This may be partially accomplished through the establishment and maintenance of regularly scheduled monthly and/or quarterly meetings between appropriate DEDO-DWS staff and staff representing Contractor.



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B JOB TRAINING GRANTTECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
BUDGET SUMMARY

A. Respondent: Rural Alliance (formally Colorado Rural Workforce Co
B. Project: TEC-P CYBER
C. Program Year: 2024-2029

D. Contract Number: OEDEV-202582663-00
E. Contract Period: 02/01/2026-9/30/2029
F. Requested Amount: \$ 1,808,161

Budget Summary for H-1B Job Training GrantTechnology Employment In Colorado Partnership (Tecp) 3.0

(1) Item of Expenditure	(2) Total Project Cost requested from DEDO		(3) Other Federal Funding		(4) Other Non-Federal Funding		(5) Other City and County of Denver Funding		(6) Agency Total (All Funding Sources)	
	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
Personnel	\$ 675,137	100.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ 675,137	100.00%
Fringe	\$ 270,052	100.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ 270,052	100.00%
Office Expenses, Supplies, & Equipment	\$ 6,250	100.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ 6,250	100.00%
Communication	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	100.00%
Insurance	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	100.00%
Subcontractor	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	100.00%
Other Direct Costs	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	100.00%
Indirect Costs	\$ 126,572	100.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ 126,572	100.00%
Direct Costs excluded from MTDC	\$ 730,150	100.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ 730,150	100.00%
TOTAL	\$ 1,808,161	100.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ 1,808,161	100.00%

I: Respondent Authorization

Kelly Folks 11/7/2025
Signature of Respondent Official **Date**
 Kelly Folks
Name (Type or print)
 18
Title (Type or print)

J: City and County of Denver Authorization

Signature **Date**

Name (Type or print)

Title (Type or print)



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
WORKFORCE INNOVATION AND OPPORTUNITY ACT
PROGRAM YEARS 2024-2029
AMOUNT REQUESTED FROM DEDO SUMMARY

A. Respondent:Colorado Rural Workforce Consortium (CRWC)

B. Project:TEC-P 2.0

C. Program Year:2024-2029

D. Contract Number:OEDEV-202582663-00

E. Contract Period:10/1/24-9/30/2029

F. Requested Amount:\$1,808,161

Budget Summary for Amount Requested from Denver Economic Development & Opportunity

(1) Item of Expenditure	(2) TECP 3.0 YEAR ONE		(3) TECP 3.0 YEAR TWO		(4) TECP 3.0 YEAR THREE		(5) TECP 3.0 YEAR FOUR		(6) TECP 3.0 YEAR FIVE		(7) Supplemental		(8) Total Project Cost requested from DEDO	
	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
Personnel	\$ 135,028	20.00%	\$ 135,028	20.00%	\$ 135,027	20.00%	\$ 135,027	20.00%	\$ 135,027	20.00%	\$ -	0.00%	675,137	100.00%
Fringe	\$ 54,011	20.00%	\$ 54,011	20.00%	\$ 54,010	20.00%	\$ 54,010	20.00%	\$ 54,010	20.00%	\$ -	0.00%	270,052	100.00%
Office Expenses, Supplies, & Equipment	\$ 1,250	20.00%	\$ 1,250	20.00%	\$ 1,250	20.00%	\$ 1,250	20.00%	\$ 1,250	20.00%	\$ -	0.00%	6,250	100.00%
Communication	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	-	100.00%
Insurance	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	-	100.00%
Subcontractor	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	-	100.00%
Other Direct Costs	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	#DIV/0!	-	100.00%
Indirect Costs	\$ 25,314	20.00%	\$ 25,314	20.00%	\$ 25,314	20.00%	\$ 25,314	20.00%	\$ 25,314	20.00%	\$ -	0.00%	126,572	100.00%
Direct Costs excluded from MTDC	\$ 146,030	20.00%	\$ 146,030	20.00%	\$ 146,030	20.00%	\$ 146,030	20.00%	\$ 146,030	20.00%	\$ -	0.00%	730,150	100.00%
TOTAL	\$ 361,633	20.00%	\$ 361,633	20.00%	\$ 361,631	20.00%	\$ 361,631	20.00%	\$ 361,631	20.00%	\$ -	0.00%	\$ 1,808,161	100.00%

I: Respondent Authorization

11/7/2025

Signature of Respondent OfficialDate

Kelly Folks

Name (Type or print)

Title (Type or print)

J: City and County of Denver Authorization

SignatureDate

Name (Type or print)

Title (Type or print)

Make sure DEDO Summary is included with Budget Summary



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training Grant/TECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
PERSONNEL & FRINGE BUDGET

A. Respondent:doce Colorado Rural Alliance (formerly Colorado Rural Workforce Consortium - CR

C: Contract Number:OEDEV-202582663-00

B. Program:TECP 3.0 YEAR ONE

D: Contract Period:02/01/2026-9/30/2029

(1) Position/Title	(2) Employee(s) Name	(3) No. Employee(s)	(4) Annual Salary (\$)	(5) Full-time Equivalent (FTE)	(6) Total Program Cost (\$)	(7) DEDO Share (\$)	(8) Brief Summary of Job Responsibilities (If not enough room include separate sheet).	DEDO Share
Talent Development		1	\$71,806	0.54	\$38,776	\$38,776	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Talent Development		1	\$71,806	0.54	\$38,776	\$38,776	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Workforce Specialist II		1	\$62,338	0.30	\$18,701	\$18,701	Broomfield Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
(9) Totals					\$135,028	\$135,028		
F. Fringe Benefits and Total Personnel Cost								
Type of Fringe Benefits, includes the following, but not limited to:					Total Cost (\$)	DEDO Share (\$)	Please Show Calculations Below:	
(10) Social Security & Medicare (FICA)					\$2,903	\$2,903	= 2.15% x Line 9	100%
(11) Federal Unemployment Tax (FUTA)					\$0	\$0	= 0.00% x Line 9	100%
(12) State Unemployment Insurance (SUI)					\$0	\$0	= 0.00% x Line 9	100%
(13) Workers Compensation					\$0	\$0	= 0.00% x Line 9	100%
(14) Other (Please List) PERA					\$29,706	\$29,706	= 22.00% x Line 9	100%
(15) Other Please List Health, Dental, Vision, FMLI, Life, STD, Empl Purchase Plan, Empl Assist. Pr					\$21,402	\$21,402	= 15.85% x Line 9	100%
(16) Total Fringe Benefits (Add Lines 10-15)					\$54,011	\$54,011		
(17) Total Personnel Costs (Line 9 plus Line 16)					\$189,039	\$189,039		



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training GrantTECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
NON-PERSONNEL BUDGET

(6)
Contract Amount: \$ 1,808,161
Indirect Rate: 22.01%

A. Respondent: orado Rural Alliance (formally Colorado Rural Workforce Consort C: Contract Number: OEDEV-202582663-00
B. Program: TECP 3.0 YEAR ONE D: Contract Period: 02/01/2026-9/30/2029

(1)	(2)	(3)	(4)	Variable	Variable	DEDOShare
Item of Expenditure	Total Program Cost (\$)	DEDOShare of Cost (\$)	Brief Line Item Description & Justification (Please show justification for Total Cost in the Budget Narrative)	#1	#2	
OFFICE EXPENSES, SUPPLIES, & EQUIPMENT TOTAL	\$1,250	\$1,250	Includes the following, but not limited to:			
Travel	\$500	\$500	WCRA (formally CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	500.00	100%
Office supplies	\$750	\$750	WCRA (formally CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	750.00	100%
COMMUNICATION TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INSURANCE TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
SUBCONTRACTOR TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
OTHER DIRECT COSTS TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INDIRECT COSTS TOTAL	\$41,883	\$25,314	Represents the common costs associated with the efforts of operations and is estimated using the Modified Total Direct Method			
CDLE NICRA - 22.01%	\$41,883	\$25,314	Indirects cost pool lowered due to award limitation.		Rounding (Up to \$5)	60%
DIRECT COSTS EXCLUDED FROM MTDC TOTAL	\$146,030	\$146,030	Includes the following, but not limited to:			
Client Costs	\$146,030	\$146,030	OJT, ITAs, Intensive Services, Incentives, Supportive Services, Training	2,433.83	60.00	100%
(5) TOTAL NON-PERSONNEL COSTS	\$189,163	\$172,594				



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training Grant/TECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
PERSONNEL & FRINGE BUDGET

A. Respondent: 4force Colorado Rural Alliance (formerly Colorado Rural Workforce Consortium - CRWC)

C: Contract Number: OEDEV-202582663-00

B. Program: TECP 3.0 YEAR TWO

D: Contract Period: 02/01/2026-9/30/2029

(1) Position/Title	(2) Employee(s) Name	(3) No. Employee(s)	(4) Annual Salary (\$)	(5) Full-time Equivalent (FTE)	(6) Total Program Cost (\$)	(7) DEDO Share (\$)	(8) Brief Summary of Job Responsibilities (If not enough room include separate sheet).	DEDO Share
Talent Development		1	\$71,806	0.54	\$38,776	\$38,776	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Talent Development		1	\$71,806	0.54	\$38,776	\$38,776	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Workforce Specialist II		1	\$62,338	0.30	\$18,701	\$18,701	Broomfield Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
(9) Totals					\$135,028	\$135,028		
F. Fringe Benefits and Total Personnel Cost								
Type of Fringe Benefits, includes the following, but not limited to:					Total Cost (\$)	DEDO Share (\$)	Please Show Calculations Below:	
(10) Social Security & Medicare (FICA)					\$2,903	\$2,903	= 2.15% x Line 9	100%
(11) Federal Unemployment Tax (FUTA)					\$0	\$0	= 0.00% x Line 9	100%
(12) State Unemployment Insurance (SUI)					\$0	\$0	= 0.00% x Line 9	100%
(13) Workers Compensation					\$0	\$0	= 0.00% x Line 9	100%
(14) Other (Please List)	PERA				\$29,706	\$29,706	= 22.00% x Line 9	100%
(15) Other Please List	Health, Dental, Vision, FMLI, Life, STD, Empl Purchase Plan, Empl Assist. Pr				\$21,402	\$21,402	= 15.85% x Line 9	100%
(16) Total Fringe Benefits (Add Lines 10-15)					\$54,011	\$54,011		
(17) Total Personnel Costs (Line 9 plus Line 16)					\$189,039	\$189,039		



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training GrantTECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
NON-PERSONNEL BUDGET

(6)
Contract Amount: \$ 1,808,161
Indirect Rate: 22.01%

A. Respondent: orado Rural Alliance (formerly Colorado Rural Workforce Consort C: Contract Number: OEDEV-202582663-00
B. Program: TECP 3.0 YEAR TWO D: Contract Period: 02/01/2026-9/30/2029

(1) Item of Expenditure	(2) Total Program Cost (\$)	(3) DEDO Share of Cost (\$)	(4) Brief Line Item Description & Justification (Please show justification for Total Cost in the Budget Narrative)	Variable #1	Variable #2	DEDO Share
OFFICE EXPENSES, SUPPLIES, & EQUIPMENT TOTAL	\$1,250	\$1,250	Includes the following, but not limited to:			
Travel	\$500	\$500	WCRA (formerly CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	500.00	100%
Office supplies	\$750	\$750	WCRA (formerly CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	750.00	100%
COMMUNICATION TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INSURANCE TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
SUBCONTRACTOR TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
OTHER DIRECT COSTS TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INDIRECT COSTS TOTAL	\$41,883	\$25,314	Represents the common costs associated with the efforts of operations and is estimated using the Modified Total Direct Method			
CDLE NICRA - 22.01%	\$41,883	\$25,314	Indirects cost pool lowered due to award limitation.	-	Rounding (Up to \$5)	60%
DIRECT COSTS EXCLUDED FROM MTDC TOTAL	\$146,030	\$146,030	Includes the following, but not limited to:			
Client Costs	\$146,030	\$146,030	OJT, ITAs, Intensive Services, Incentives, Supportive Services, Training	2,433.83	60.00	100%
(5) TOTAL NON-PERSONNEL COSTS	\$189,163	\$172,594				



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training Grant/TECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
PERSONNEL & FRINGE BUDGET

A. Respondent:doce Colorado Rural Alliance (formerly Colorado Rural Workforce Consortium - CR

C: Contract Number:OEDEV-202582663-00

B. Program:TECP 3.0 YEAR THREE

D: Contract Period:02/01/2026-9/30/2029

(1) Position/Title	(2) Employee(s) Name	(3) No. Employee(s)	(4) Annual Salary (\$)	(5) Full-time Equivalent (FTE)	(6) Total Program Cost (\$)	(7) DEDO Share (\$)	(8) Brief Summary of Job Responsibilities (If not enough room include separate sheet).	DEDO Share
Talent Development		1	\$71,806	0.54	\$38,776	\$38,776	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Workforce Specialist II		1	\$62,338	0.30	\$18,701	\$18,701	Broomfield Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
(9) Totals					\$135,027	\$135,027		
F. Fringe Benefits and Total Personnel Cost								
Type of Fringe Benefits, includes the following, but not limited to:					Total Cost (\$)	DEDO Share (\$)	Please Show Calculations Below:	
(10) Social Security & Medicare (FICA)					\$2,903	\$2,903	= 2.15% x Line 9	100%
(11) Federal Unemployment Tax (FUTA)					\$0	\$0	= 0.00% x Line 9	100%
(12) State Unemployment Insurance (SUI)					\$0	\$0	= 0.00% x Line 9	100%
(13) Workers Compensation					\$0	\$0	= 0.00% x Line 9	100%
(14) Other (Please List) PERA					\$29,706	\$29,706	= 22.00% x Line 9	100%
(15) Other Please List Health, Dental, Vision, FMLL, Life, STD, Empl Purchase Plan, Empl Assist. Pr					\$21,401	\$21,401	= 15.85% x Line 9	100%
(16) Total Fringe Benefits (Add Lines 10-15)					\$54,010	\$54,010		
(17) Total Personnel Costs (Line 9 plus Line 16)					\$189,037	\$189,037		



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training GrantTECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
NON-PERSONNEL BUDGET

A. Respondent: orado Rural Alliance (formally Colorado Rural Workforce Consort C: Contract Number: OEDEV-202582663-00

B. Program: TECP 3.0 YEAR THREE D: Contract Period: 02/01/2026-9/30/2029

(6)
Contract Amount: \$ 1,808,161
Indirect Rate: 22.01%

(1)	(2)	(3)	(4)	Variable	Variable	
Item of Expenditure	Total Program Cost (\$)	DEDO Share of Cost (\$)	Brief Line Item Description & Justification (Please show justification for Total Cost in the Budget Narrative)	#1	#2	DEDO Share
OFFICE EXPENSES, SUPPLIES, & EQUIPMENT TOTAL	\$1,250	\$1,250	Includes the following, but not limited to:			
Travel	\$500	\$500	WCRA (formally CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	500.00	100%
Office supplies	\$750	\$750	WCRA (formally CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	750.00	100%
COMMUNICATION TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INSURANCE TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
SUBCONTRACTOR TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
OTHER DIRECT COSTS TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INDIRECT COSTS TOTAL	\$41,883	\$25,314	Represents the common costs associated with the efforts of operations and is estimated using the Modified Total Direct Method			
CDLE NICRA - 22.01%	\$41,883	\$25,314	Indirects cost pool lowered due to award limitation.		Rounding (Up to \$5)	60%
DIRECT COSTS EXCLUDED FROM MTDC TOTAL	\$146,030	\$146,030	Includes the following, but not limited to:			
Client Costs	\$146,030	\$146,030	OJT, ITAs, Intensive Services, Incentives, Supportive Services, Training	2,433.83	60.00	100%
(5) TOTAL NON-PERSONNEL COSTS	\$189,163	\$172,594				

DENVER
ECONOMIC DEVELOPMENT
& OPPORTUNITY

CITY AND COUNTY OF DENVER

DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY

H-1B Job Training Grant/TECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0

PROGRAM YEARS 2024-2029

PERSONNEL & FRINGE BUDGET

A. Respondent:doce Colorado Rural Alliance (formerly Colorado Rural Workforce Consortium - CR

C: Contract Number:OEDEV-202582663-00

B. Program:TECP 3.0 YEAR FOUR

D: Contract Period:02/01/2026-9/30/2029

(1) Position/Title	(2) Employee(s) Name	(3) No. Employee(s)	(4) Annual Salary (\$)	(5) Full-time Equivalent (FTE)	(6) Total Program Cost (\$)	(7) DEDO Share (\$)	(8) Brief Summary of Job Responsibilities (If not enough room include separate sheet).	DEDO Share
Talent Development		1	\$71,806	0.54	\$38,776	\$38,776	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
Workforce Specialist II		1	\$62,338	0.30	\$18,701	\$18,701	Broomfield Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training with personalized support. Once training is complete, they offer job placement assistance and follow-up support to ensure long-term job retention.	100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
(9) Totals					\$135,027	\$135,027		
F. Fringe Benefits and Total Personnel Cost								
Type of Fringe Benefits, includes the following, but not limited to:					Total Cost (\$)	DEDO Share (\$)	Please Show Calculations Below:	
(10) Social Security & Medicare (FICA)					\$2,903	\$2,903	= 2.15% x Line 9	100%
(11) Federal Unemployment Tax (FUTA)					\$0	\$0	= 0.00% x Line 9	100%
(12) State Unemployment Insurance (SUI)					\$0	\$0	= 0.00% x Line 9	100%
(13) Workers Compensation					\$0	\$0	= 0.00% x Line 9	100%
(14) Other (Please List) PERA					\$29,706	\$29,706	= 22.00% x Line 9	100%
(15) Other Please List Health, Dental, Vision, FMLI, Life, STD, Empl Purchase Plan, Empl Assist. Pro					\$21,401	\$21,401	= 15.85% x Line 9	100%
(16) Total Fringe Benefits (Add Lines 10-15)					\$54,010	\$54,010		
(17) Total Personnel Costs (Line 9 plus Line 16)					\$189,037	\$189,037		



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training GrantTECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
NON-PERSONNEL BUDGET

A. Respondent: orado Rural Alliance (formerly Colorado Rural Workforce Consort C: Contract Number: OEDEV-202582663-00

B. Program: TECP 3.0 YEAR FOUR D: Contract Period: 02/01/2026-9/30/2029

(6)
Contract Amount: \$ 1,808,161
Indirect Rate: 22.01%

(1)	(2)	(3)	(4)	Variable #1	Variable #2	DEDO Share
Item of Expenditure	Total Program Cost (\$)	DEDO Share of Cost (\$)	Brief Line Item Description & Justification (Please show justification for Total Cost in the Budget Narrative)			
OFFICE EXPENSES, SUPPLIES, & EQUIPMENT TOTAL	\$1,250	\$1,250	Includes the following, but not limited to:			
Travel	\$500	\$500	WCRA (formerly CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	500.00	100%
Office supplies	\$750	\$750	WCRA (formerly CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	750.00	100%
COMMUNICATION TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INSURANCE TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
SUBCONTRACTOR TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
OTHER DIRECT COSTS TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INDIRECT COSTS TOTAL	\$41,883	\$25,314	Represents the common costs associated with the efforts of operations and is estimated using the Modified Total Direct Method			
CDLE NICRA - 22.01%	\$41,883	\$25,314	Indirects cost pool lowered due to award limitation.	-	Rounding (Up to \$5)	60%
DIRECT COSTS EXCLUDED FROM MTDC TOTAL	\$146,030	\$146,030	Includes the following, but not limited to:			
Client Costs	\$146,030	\$146,030	OJT, ITAs, Intensive Services, Incentives, Supportive Services, Training	2,433.83	60.00	100%
(5) TOTAL NON-PERSONNEL COSTS	\$189,163	\$172,594				



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training Grant/TECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
PERSONNEL & FRINGE BUDGET

A. Respondent: doce Colorado Rural Alliance (formally Colorado Rural Workforce Consortium - CR C: Contract Number: OEDEV-202582663-00
B. Program: TECP 3.0 YEAR FIVE D: Contract Period: 02/01/2026-9/30/2029

(1) Position/Title	(2) Employee(s) Name	(3) No. Employee(s)	(4) Annual Salary (\$)	(5) Full-time Equivalent (FTE)	(6) Total Program Cost (\$)	(7) DEDO Share (\$)	(8) Brief Summary of Job Responsibilities (If not enough room include separate sheet).	DEDO Share
Talent Development		1	\$71,806	0.54	\$38,776	\$38,776	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training	100%
Talent Development		1	\$71,806	0.54	\$38,775	\$38,775	WCRA Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments, and training	100%
Workforce Specialist II		1	\$62,338	0.30	\$18,701	\$18,701	Broomfield Career coaches provide comprehensive case management services, guiding participants through eligibility reviews, assessments,	100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
					\$0	\$0		100%
(9) Totals					\$135,027	\$135,027		
F. Fringe Benefits and Total Personnel Cost								
Type of Fringe Benefits, includes the following, but not limited to:					Total Cost (\$)	DEDO Share (\$)	Please Show Calculations Below:	
(10) Social Security & Medicare (FICA)					\$2,903	\$2,903	= 2.15% x Line 9	100%
(11) Federal Unemployment Tax (FUTA)					\$0	\$0	= 0.00% x Line 9	100%
(12) State Unemployment Insurance (SUI)					\$0	\$0	= 0.00% x Line 9	100%
(13) Workers Compensation					\$0	\$0	= 0.00% x Line 9	100%
(14) Other (Please List)					\$29,706	\$29,706	= 22.00% x Line 9	100%
(15) Other (Please List)					\$21,401	\$21,401	= 15.85% x Line 9	100%
(16) Total Fringe Benefits (Add Lines 10-15)					\$54,010	\$54,010		
(17) Total Personnel Costs (Line 9 plus Line 16)					\$189,037	\$189,037		



CITY AND COUNTY OF DENVER
DENVER ECONOMIC DEVELOPMENT & OPPORTUNITY
H-1B Job Training GrantTECHNOLOGY EMPLOYMENT IN COLORADO PARTNERSHIP (TECP) 3.0
PROGRAM YEARS 2024-2029
NON-PERSONNEL BUDGET

(6)
Contract Amount: \$ 1,808,161
Indirect Rate: 22.01%

A. Respondent: orado Rural Alliance (formerly Colorado Rural Workforce Consort C: Contract Number: OEDEV-202582663-00
B. Program: TECP 3.0 YEAR FIVE D: Contract Period: 02/01/2026-9/30/2029

(1)	(2)	(3)	(4)	Variable	Variable	
Item of Expenditure	Total Program Cost (\$)	DEDO Share of Cost (\$)	Brief Line Item Description & Justification (Please show justification for Total Cost in the Budget Narrative)	#1	#2	DEDO Share
OFFICE EXPENSES, SUPPLIES, & EQUIPMENT TOTAL	\$1,250	\$1,250	Includes the following, but not limited to:			
Travel	\$500	\$500	WCRA (formerly CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	500.00	100%
Office supplies	\$750	\$750	WCRA (formerly CRWC) would like to modify this original budget line moving it to personnel and/or fringe.	1.00	750.00	100%
COMMUNICATION TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INSURANCE TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
SUBCONTRACTOR TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
OTHER DIRECT COSTS TOTAL	\$0	\$0	Includes the following, but not limited to:			
	\$0	\$0				100%
INDIRECT COSTS TOTAL	\$41,883	\$25,314	Represents the common costs associated with the efforts of operations and is estimated using the Modified Total Direct Method			
CDLE NICRA - 22.01%	\$41,883	\$25,314	Indirects cost pool lowered due to award limitation.	-	Rounding (Up to \$5)	60%
DIRECT COSTS EXCLUDED FROM MTDC TOTAL	\$146,030	\$146,030	Includes the following, but not limited to:			
Client Costs	\$146,030	\$146,030	OJT, ITAs, Intensive Services, Incentives, Supportive Services, Training	2,433.83	60.00	100%
(5) TOTAL NON-PERSONNEL COSTS	\$189,163	\$172,594				

EXHIBIT C

FISCAL SYSTEM DESIGN:

This section is designed to provide the financial and administrative requirements applicable to federally funded programs function as required partners in the One-Stop system. It contains the common requirements for grants and financial management found in OMB Uniform Guidance 2 CFR §200 and DOL Exceptions 2CFR §2900.

1.1 Cost Principles, Allowable Costs and Unallowable Costs

- 1.1.1 Costs must be necessary and reasonable. Any cost charge to a grant must be necessary and reasonable for the proper and efficient performance and administration of the grant. A grantee or subawardee is required to exercise sound business practices and to comply with its procedures for charging costs.
- 1.1.2 *Costs must be allocable:* A grantee may charge costs to the grant if those costs are clearly identifiable as benefiting the grant program. Costs charged to the grant should benefit only the grant program, not other programs or activities. In order to be allocable, a cost must be treated consistently with like costs and incurred specifically for the program being charged. Shared costs must benefit both the ETA grant and other work and be distributed in reasonable proportion to the benefits received.
- 1.1.3 *Costs must be authorized or not prohibited under Federal, State, or local laws or regulations:* Costs incurred must not be prohibited by any Federal, State, or local law.
- 1.1.4 *Costs must receive consistent treatment by a grantee:* A grantee must treat a cost uniformly across program elements and from year to year. Costs that are indirect for some programs cannot be considered direct ETA grant costs.
- 1.1.5 *Costs must not be used to meet matching or cost-sharing requirements:* A grantee may not use federally funded costs, whether direct or indirect, as match or to meet matching fund requirements unless specifically authorized by law.
- 1.1.6 *Costs must be adequately documented:* A grantee must document all costs in a manner consistent with GAAP. Examples include retaining evidence of competitive bidding for services or supplies, adequate time records for employees who charge time against the grant, invoices, receipts, purchase orders, etc.
- 1.1.7 *Costs must conform to ETA grant exclusions and limitations:* A grantee or sub-grantee may not charge a cost to the grant that is unallowable per the grant regulations or the cost limitations specified in the regulations.

2.1 Cash Management

Disbursements shall be processed through the Denver Economic Development & Opportunity(DED) - Financial Management Unit (FMU) and the City and County of Denver's Department of Finance.

- 2.1.1 The method of payment to the Contractor by DEDO shall be in accordance with established FMU procedures for line-item reimbursements. The Contractor should submit expenses to DEDO on or before the last day of each month for the previous month's activity.

- 2.1.2 Voucher requests for reimbursement of costs should be submitted on a regular and timely basis in accordance with DEDO policies. Vouchers need to be submitted within thirty (30) days of the actual service, expenditure or payment of expense.
- 2.1.3 The Contractor shall submit the final voucher for reimbursement no later than thirty (30) days after the end of the contract period.
- 2.1.4 The Contractor shall be reimbursed for services provided under this Agreement according to the approved line-item reimbursement budget within the Scope of Work.
- 2.1.5 The standardized DEDO “Expense Certification Form” must be included with each reimbursement or draw-down request.

3.1 Expense Guidelines

3.1.1 Payroll

- 3.1.1.1 A summary sheet should be included to detail the gross salary of the employee, amount of the salary to be reimbursed, the name of the employee, and the position of the employee. If the employee is reimbursed only partially by this contract, the amount of salary billed under other contracts with the City or other organizations should be shown on the timesheet as described below. Two items are needed for verification of payroll: (1) the amount of time worked by the employee for this pay period; and (2) the amount of salary paid to the employee, including information on payroll deductions.
- 3.1.1.2 The amount of time worked will be verified with timesheets. The timesheets must include the actual hours worked under the terms of this contract, and the actual amount of time worked under other programs. The total hours worked during the period must reflect all actual hours worked under all programs including leave time. The employee’s name, position, and signature, as well as a signature by an appropriate supervisor, or executive director, must be included on the timesheets. If the timesheet submitted indicates that the employee provided services payable under this contract for a portion of the total time worked, then the amount of reimbursement requested must be calculated and documented in the monthly reimbursement request.
- 3.1.1.3 A payroll register or payroll ledger from the accounting system will verify the amount of salary. Copies of paychecks are acceptable if they include the gross pay and deductions.

3.1.2 Fringe Benefits

- 3.1.2.2 Fringe benefits paid by the employer can be requested by applying the FICA match of 7.65 percent to the gross salary paid under this contract. Fringe benefits may also include medical plans, retirement plans, worker’s compensation, and unemployment insurance. Fringe benefits that exceed the FICA match may be documented by 1) a breakdown of how the fringe benefit percentage was determined prior to first draw request; or, 2) by submitting actual invoices for the fringe benefits. If medical insurance premiums are part of the estimates in item #1, one-time documentation of these costs will

be required with the breakdown. Payroll taxes may be questioned if they appear to be higher than usual.

- 3.1.3 Food Purchases – will not be reimbursed.
- 3.1.4 Administration and Overhead Cost - Other non-personnel line items, such as administration, or overhead need invoices, and an allocation to this program documented in the draw request. An indirect cost rate can be applied if the Contractor has an approved indirect cost allocation plan. The approved indirect cost rate must be submitted to and approved by DEDO.

4.1 Per Diem and Travel Expense Limitation

- 4.1.1 Service providers are required to develop and maintain policies regarding compensation for staff and participant travel costs. Meals, lodging, rental cars, airfare, mileage for employee-owned cars, and other travel expenses may be paid for staff and participants who travel as part of their job, training activity or grant purpose.
- 4.1.2 Documentation of the purpose and cost of travel must be maintained. The documentation should include the time of travel in order to compute and verify allowed per diem amounts. No employee may be reimbursed for expenses incurred in going to and from work. Lunches and/or dinners in your home office city outside the scope of an agenda are prohibited.

5.1 Procurement, Inventory and Disposal

- 5.1.1 Service providers are delegated authority to make purchases of equipment, supplies and services as described below. Service providers are responsible for ensuring the vendors selected are not debarred or suspended by checking the information on the following federal government website: <http://epls.arnet.gov>.
 - 5.1.1.1 *Micro Purchases* – under \$3,000. All service providers may purchase items with a value of less than \$3,000 using any open and fair procurement method that best meets the agency's needs. The method should assist the service provider in obtaining a high quality product for a fair price. Documentation should be maintained of the need for the item and its benefit to the program.
 - 5.1.1.2 *Limited Solicitation for Services* - Purchases between \$3,001 to \$149,999. Service providers must maintain a fair and open procurement process meeting the criteria for small purchases. This requires a documented solicitation from a minimum of three viable sources, if available, either orally or in writing. In addition, the service provider must obtain and document prior approval from the Bureau for the purchase, and maintain documentation of the following: bid and rating criteria; advertising and public notice of the bid opportunity; responses received; and reason for the decision.
 - 5.1.1.3 *Formal Competition* - Large Purchases over \$150,000 for services and for supplies. Large purchases are typically included in the provider

agreement as part of the major purpose of the provider agreement, although this is not a requirement. Large purchases are subject to all the requirements of medium purchases, and in addition must use a formal, closed-bid procurement process. Service providers must obtain and document prior approval from DEDO.

- 5.1.1.4 *Inventory*- Service providers must maintain physical control of the asset to ensure adequate safeguards are in place to prevent loss, damage or theft of property. Adequate maintenance procedures must be in place to keep the property in good condition.
- 5.1.1.5 *Disposition Service* - Providers may dispose of equipment and supplies according to agency policy when the fair market value of the equipment unit, or the aggregate fair market value of the supplies, is less than \$5,000.

6.1 Program Income

- 6.1.1 Program income includes, without limitation, income from fees for services performed, from the use or rental of real or personal property acquired with contract funds, from the sale of commodities or items fabricated under a contract agreement, and from payments of principal and interest on loans made with contract funds.
- 6.1.2 Program income which was not anticipated at the time of the award may be added to the award and must be used for the purposes and under the conditions of the award. The cost of generating program income must be subtracted from the amount earned to establish the net amount of program income available for use under the award when these costs have not been charged to the program. ALL PROGRAM INCOME GENERATED DURING ANY GIVEN PERIOD SUBMITTED FOR PAYMENT SHALL BE DOCUMENTED ON THE VOUCHER REQUEST.
- 6.1.3 The Contractor, at the end of the program, may be required to remit to the City all or a part of any program income balances (including investments thereof) held by the Contractor (except AS APPROVED IN WRITING BY DEDO, INCLUDING those needed for immediate cash needs, cash balances of a revolving loan fund, cash balances from a lump sum drawdown, or cash or investments held for section 108 security needs), unless otherwise directed in writing by DEDO.

7.1 General Reimbursement Requirements

- 7.1.1 *Invoices*: All non-personnel expenses need dated and readable invoices. The invoices must be from a vendor separate from the Contractor, and must state what goods or services were provided and the delivery address. Verification that the goods or services were received should also be submitted, this may take the

form of a receiving document or packing slips, signed and dated by the individual receiving the good or service. Copies of checks written by the Contractor, or documentation of payment such as an accounts payable ledger which includes the check number shall be submitted to verify that the goods or services are on a reimbursement basis.

- 7.2.1 *Capital Purchases:* As stewards of federal monies, DEDO must ensure that all purchases that are reimbursed with grant monies will fulfill the goals of the grant-funded program as stated in the Scope of Work. Significant purchases of capital (i.e., equipment) made in the last quarter of the contract will receive extra scrutiny to ensure that certain purchases will be used for grant-funded program needs. If it is found that capital purchases will not provide significant increased benefits to the grant-funded program, DEDO reserves the right to consider such costs as disallowed and reject requested reimbursement.

8.1 Financial Management Systems

The Contractor must maintain financial systems that meet the following standards:

- 8.1.1 Financial reporting must be accurate, current, and provide a complete disclosure of the financial results of financially assisted activities and be made in accordance with federal financial reporting requirements.
- 8.1.2 Accounting records must be maintained which adequately identify the source and application of the funds provided for financially assisted activities. The records must contain information pertaining to contracts and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income. Accounting records shall provide accurate, separate, and complete disclosure of fund status.
- 8.1.3 Effective internal controls and accountability must be maintained for all contract cash, real and personal property, and other assets. Adequate safeguards must be provided on all property and it must be assured that it is used solely for authorized purposes.
- 8.1.4 Actual expenditures or outlays must be compared with budgeted amounts and financial information must be related to performance or productivity data, including the development of cost information whenever appropriate or specifically required.
- 8.1.5 Source documents such as cancelled checks, paid bills, payrolls, time and attendance records, contract documents, etc., shall be provided for all disbursements. The Contractor will maintain auditable records, i.e., records must be current and traceable to the source documentation of transactions.
- 8.1.6 The Contractor must properly report to Federal, State, and local taxing authorities for the collection, payment, and depositing of taxes withheld. At a minimum, this includes Federal and State withholding, State Unemployment, Worker's Compensation (staff only), City Occupational Privilege Tax, and FICA.

- 8.1.7 A proper filing of unemployment and worker's compensation (for staff only) insurance shall be made to appropriate organizational units.
- 8.1.8 The Contractor shall participate, when applicable, in DEDO provided staff training sessions in the following financial areas including, but not limited to (1) Budgeting and Cost Allocation Plans; (2) Vouchering Process.

9.1 Audit Requirements

- 9.1.1 The Service Provider is responsible for independent annual audits of its Provider Agreement and costs associated therewith. If a Service Provider qualifies under the Single Audit Act amendments of 1996, the Service Provider shall have an audit conducted in accordance with Office of Management and Budget (OMB) Uniform Guidance §2 CFR Part 200 Subpart F and the applicable audit standards set forth in the Standards for Audit of Governmental Organizations, Programs, Activities, and Functions issued by the Comptroller General of the United States.
- 9.1.2 Any audit findings in connection with this Provider Agreement shall be resolved with the Grantor within 180 days of the publication of the final audit report. The Grantor may, in its sole discretion, also require additional audits. The Service Provider will pay these additional costs.
- 9.1.3 Responsibility for audit costs and for maintaining complete financial records remains with the service provider.
- 9.1.4 Service providers having a single audit conducted are to inform the auditing firm that audits are to be made in accordance with the:
 - *Generally Accepted Governmental Auditing Standards (GAGAS)*
 - *OMB Uniform Guidance 2 CFR §200 Subpart F*
 - *AICPA Generally Accepted Auditing Standards*

10.1 Budget Modification Requests

- 10.1.1. All modification to the budget require submittal by Contractor of a written justification and the new budget documents.
- 10.1.2 The Contractor understands that any budget modification requests under this Agreement must be submitted to DEDO prior to the last Quarter of the Contract Period, unless waived in writing by the DEDO Director.

11.1 Bonding

- 11.1.1 DEDO may require adequate fidelity bond coverage, in accordance with §2 C.F.R. 200.304(b), where the subrecipient lacks sufficient coverage to protect the Federal Government's interest.

12.1 Records Retention

- 12.1.1 The Contractor must retain for seven (7) years financial records pertaining to the contract award. The retention period for the records of each fund will start on the day the single or last expenditure report for the period, except as otherwise noted, was submitted to the awarding agency.
- 12.1.2 The awarding agency and the Comptroller General of the United States, or any of their authorized representatives, shall have the right of access, upon reasonable notice, to any pertinent books, documents, papers, or other records which are pertinent to the contract, in order to make audits, examinations, excerpts, and transcripts.
- 12.1.3 The Contractor must retain for seven (7) years financial records pertaining to the contract award. The retention period for the records of each fund will start on the day the single or last expenditure report for the period, except as otherwise noted, was submitted to the awarding agency.
- 12.1.4 The awarding agency and the Comptroller General of the United States, or any of their authorized representatives, shall have the right of access, upon reasonable notice, to any pertinent books, documents, papers, or other records which are pertinent to the contract, in order to make audits, examinations, excerpts, and transcripts.

13.1 Contract Close-Out

- 13.1.1 All Contractors are responsible for completing required DEDO contract close-out forms and submitting these forms to their appropriate DEDO Contract Specialist within thirty (30) days after the Agreement end date, or sooner if required by DEDO in writing.
- 13.1.2 Contract close out forms will be provided to the Contractor by DEDO within thirty (30) days prior to end of contract.
- 13.1.3 DEDO will close out the award when it determines that all applicable administrative and all required work of the contract have been completed.

14.1 Collection of Amounts Due

- 14.1.1 Any funds paid to a Contractor in excess of the amount to which the Contractor is finally determined to be entitled under the terms of the award constitute a debt to the Federal Government and the City. If not paid within a reasonable period after demand, DEDO may 1) Make an administrative offset against other requests for reimbursements, 2) other action permitted by law.

EXHIBIT D
Federal Grant



Department of Labor

Notice of Award

Award# 24A60HG000060-01-00

FAIN# 24A60HG000060

Federal Award Date: 09/19/2024

Recipient Information

1. Recipient Name

DENVER, CITY & COUNTY OF
101 W Colfax Ave
Denver Workforce Development
Denver, CO 80202-5167
(720) 865-5700

2. Congressional District of Recipient

01

3. Payment System Identifier (ID)

1846000580C5

4. Employer Identification Number (EIN)

846000580

5. Data Universal Numbering System (DUNS)

034108758

6. Recipient's Unique Entity Identifier (UEI)

WP3QXJ87RYH3

7. Project Director or Principal Investigator

Mr. TONY ANDERSON
TONY.ANDERSON@DENVERGOV.ORG
720-913-5410

8. Authorized Official

Brenda Richey
brenda.richey@denvergov.org
7209135411

Federal Agency Information

ETA Office of Grants Management

9. Awarding Agency Contact Information

Ms. Sarah D Medley
Grants Management Specialist
medley.sarah.d@dol.gov
000-000-0000

10. Program Official Contact Information

Mr. Edgar M Garcia
Federal Project Officer
garcia.edgar@dol.gov
9728504650

Federal Award Information

11. Award Number

24A60HG000060-01-00

12. Unique Federal Award Identification Number (FAIN)

24A60HG000060

13. Statutory Authority

American Competitiveness and Workforce Improvement Act

14. Federal Award Project Title

Technology Employment in Colorado Partnership (TECP) 3.0

15. Assistance Listing Number

17.268

16. Assistance Listing Program Title

H-1B Job Training Grants

17. Award Action Type

New

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	10/01/2024	- End Date	09/30/2029
20. Total Amount of Federal Funds Obligated by this Action	\$5,000,000.00		
20a. Direct Cost Amount	\$4,869,665.60		
20b. Indirect Cost Amount	\$130,334.40		
21. Authorized Carryover	\$0.00		
22. Offset	\$0.00		
23. Total Amount of Federal Funds Obligated this budget period	\$0.00		
24. Total Approved Cost Sharing or Matching, where applicable	\$1,250,000.00		
25. Total Federal and Non-Federal Approved this Budget Period	\$6,250,000.00		
26. Period of Performance Start Date	10/01/2024	- End Date	09/30/2029
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance	\$6,250,000.00		

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Mrs. Brinda Ruggles
Grant Officer

30. Remarks



Department of Labor

Notice of Award

Award# 24A60HG000060-01-00

FAIN# 24A60HG000060

Federal Award Date: 09/19/2024

Recipient Information

Recipient Name

DENVER, CITY & COUNTY OF
101 W Colfax Ave
Denver Workforce Development
Denver, CO 80202-5167
(720) 865-5700

Congressional District of Recipient

01

Payment Account Number and Type

1846000580C5

Employer Identification Number (EIN) Data

846000580

Universal Numbering System (DUNS)

034108758

Recipient's Unique Entity Identifier (UEI)

WP3QXJ87RYH3

31. Assistance Type

Discretionary Grant

32. Type of Award

Other

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$949,116.95
b. Fringe Benefits	\$294,226.25
c. Total Personnel Costs	\$1,243,343.20
d. Equipment	\$0.00
e. Supplies	\$5,000.00
f. Travel	\$5,000.00
g. Construction	\$0.00
h. Other	\$0.00
i. Contractual	\$3,616,322.40
j. TOTAL DIRECT COSTS	\$4,869,665.60
k. INDIRECT COSTS	\$130,334.40
l. TOTAL APPROVED BUDGET	\$5,000,000.00
m. Federal Share	\$5,000,000.00
n. Non-Federal Share	\$1,250,000.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
055152830XBD202451520010245HB000A0000AOFAM0AOFAM0	HG0000601D0	ETA	410023	17.268	\$5,000,000.00	5152830XBD

AWARD ATTACHMENTS

DENVER, CITY & COUNTY OF

24A60HG000060-01-00

-
1. HG000060_Grant Award Agreement

DOL Building Pathways to Infrastructure Jobs Grant Program

City of Denver Conditions of Award

GRANT # HG000060

As part of the Condition(s) of Award to receiving a DOL Building Pathways to Infrastructure Jobs grant, the U.S. Department of Labor (DOL), Employment and Training Administration (ETA) has identified the following area(s) that require further clarification and/or grant amendment.

A response to all Conditions of Award must be submitted to your FPO within 45 days of receipt of this grant award package. Please note that submittal of the required document(s) does not constitute approval by DOL/ETA. A grant amendment will need to be submitted and final approval must be given by the Grant Officer (GO). Your Federal Project Officer (FPO) will review the documentation and then submit it to the GO for formal approval as an amendment to the grant agreement. Once approved, the revised document(s) will comprise the official amendment to this grant agreement and the special conditions will be resolved. Any questions related to the below items must be submitted to your FPO.

Statement of Work

Based on our review of your Abstract, Statement of Work, Work Plan, Budget Narrative, Signed Documentation of Commitment and other application materials, ETA has identified the following areas that require further clarification and/or amendment. The items listed below as “Conditions” are grant compliance issues that must be addressed by the grantee. The items listed as “Program Compliance Notes” are areas of concern, and/or where more information is needed from the grantee. Please consult with your Federal Project Officer regarding how these items should be addressed.

Conditions

Condition 1 – Worker Organization Eligibility

Your Abstract and Project Narrative identify the Colorado Technology Association (CTA) as your worker organization. However, CTA is an industry association representing the interests of businesses, which does not fit the definition of a worker organization. The DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) includes an industry/trade association in the definition for employer partner (pg. 30).

Amendment Two to the FOA states clarifies:

- “As defined by the Department, labor-management partnerships allow employers of all sizes to work constructively with the unions that **represent their employees to tackle important workplace issues** that fall within and sometimes extend the framework of traditional collective bargaining. The Department provides information on effective labor-management partnerships and helpful

resources at <https://www.dol.gov/general/workcenter/labor-management-partnerships>.”

- **“Outside of a union, qualifying organizations are those whose primary purpose is to represent the needs and interests of workers and to advocate for them.** These worker-focused advocacy organizations represent workers in the applicant’s targeted occupation(s) or industry sector, outside of collective bargaining. Examples of worker-focused advocacy organizations include worker associations, coalitions, alliances, guilds, and other similar worker advocacy groups that are not considered formal unions. The organization may, for example, set occupational standards or practices, advocate on behalf of its members, or work to develop or change specific policies such as the local minimum wage rate, day worker protections, and stable work schedules.”

ACTION ITEM

- Please **identify a new worker organization, labor-management organization or labor union;** or
- **Provide clarification on how you will incorporate worker voice** in the absence of a Worker Organization partnership as described in the FOA:
 - In lieu of the letter of commitment or related documentation, such applicants must use the OLMS Union Search Tool to verify the lack of union presence by providing the search records as an attachment. They should also describe any additional efforts or research conducted to identify any viable worker organizations in the area. Where none are demonstrated, the applicant must describe how they will ensure active worker voice and collaboration within the sector strategy partnership through identification of specific commitments and requirements for worker representation and engagement in all aspects of the training model.

Condition 2 – Employer Partners Alignment to Infrastructure

Your Abstract (pg. 1) and Project Narrative (pg. 7) list Pinnacol Assurance and the Credit Union of Colorado as your employer partners. It is unclear how Pinnacol Assurance, a worker’s comp insurance company, and the Credit Union of Colorado, a banking institution, are aligned to the broadband infrastructure sector (the infrastructure sector you identify in your application).

The DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) states “To maximize the impact of the BIL investment, this grant program will train job seekers in advanced manufacturing; information technology; and professional, scientific, and technical services **occupations that support renewable energy, transportation, and broadband infrastructure sectors.**” (pg. 2) This grant program intends to “meet the future skilled **workforce needs for implementation of the BIL** by investing in workforce partnerships that build equitable pathways to good infrastructure jobs.” (pg. 2)

ACTION ITEM

As currently written, the connection between employer partners, Pinnacol Assurance and the Credit Union of Colorado, and occupations in the target infrastructure sector is unclear.

- Please **provide a clarification** that clearly and specifically explains how the employer partners will support a worker-centered sector strategy focused on occupations that support the broadband infrastructure sector.
- Alternatively, you can add new employer partners that are better aligned with occupations that support renewable energy, transportation, and broadband infrastructure sectors. Please 1) provide written clarification on their commitments, roles, and responsibilities on the project; and 2) provide signed, signed documentation of commitment—such as a signed letter of commitment, memoranda of understanding, a partnership agreement, or other type of signed agreement from the new employer partners.

Condition 3 – Inadequate Partner Commitment to the Project is Indicated (State Apprenticeship Agency (SAA) Partner)

Your Abstract (pg. 1) lists the Colorado Office of Apprenticeship as your State Apprenticeship Agency (SAA). However, there is no signed documentation of commitment such as a signed letter of commitment, memoranda of understanding, a partnership agreement, or other type of signed agreement provided from the Colorado Office of Apprenticeship.

Amendment One to the DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) states, “If the lead applicant proposes a project that offers a RAP with either a Local/Regional or Statewide geographic scope and their proposed project service area includes a state with a federally-recognized SAA, the lead applicant is required to partner with the SAA to ensure the apprenticeship will be registered. To demonstrate the active involvement of the required partners, **lead applicants must provide signed documentation of commitments—such as signed letters of commitment, memoranda of understanding, a partnership agreement, or other types of signed agreements—that demonstrate the commitment of each partner** (Section IV.B.3. Project Narrative).” (pg. 4)

ACTION ITEM

To fulfill the SAA partner requirements outlined in the FOA:

- Please **provide signed documentation of commitment**—such as a signed letter of commitment, memoranda of understanding, a partnership agreement, or other type of signed agreement as described in the FOA reflecting a partnership with the SAA as required in the FOA.

Condition 4 – Identification of Matching Funding Sources

The grantee’s application did not clearly identify the source(s) of matching funds. Clarification is required to clearly explain the original source of funding. Proposed matching funds must be documented clearly through Letters of Commitment or MOUs that detail both the source and commitment of funds from any contributing partners. As a reminder, funds that are Federal in origin do not qualify as matching funds and do not contribute to the mandatory 15% match requirement.

The items below were missing or requires additional clarification:

- The letters from match partners that detail both the source and commitment of funds were missing.

Please submit the requested documentation to your Federal Project Officer (FPO).

Program Compliance Notes

Partnerships

Program Compliance Note 1 – Education and Training Provider Partner Eligibility

Your Abstract (pg. 1) and Project Narrative (pg. 8) list Riipen as an Education and Training Provider. Riipen is a **for-profit organization** and does not appear on Colorado’s Eligible Training Provider List. Additionally, Riipen is a work-based learning platform connecting educators, and employers facilitate work-based learning, rather than providing education and training services themselves. It does not appear that Riipen meets the definition of an education and training provider.

The DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) defines education and training providers as “Public or private nonprofit education and training providers, including institutions of higher education as defined in Section 101(a) of the Higher Education Act of 1965 (20 U.S.C. 1001); HBCUs, TCUs, and MSIs including PBIs, HSIs, NANTIs, ANNHIs, and AANAPISIs; community and technical colleges and systems; nonprofit and community-based organizations that offer job training, including that provide training programs included on the State’s Eligible Training Provider List under WIOA.” (pg. 29)

ACTION ITEM

- Please ensure that all education/training providers meet the definition of an education and training provider as outlined in the FOA.
- It is possible to reclassify Ripen as an optional partner.

Financial

Program Compliance Note 2 – Leveraged Funds vs. Matching Funds

Your Abstract (pg. 1) lists \$1,250,000 in Total Match Proposed. However, your Budget Narrative (pg. 5) refers to these funds as leveraged funds.

While federal funds may be counted as leveraged funds, they cannot be counted as matching funds. Your Budget Narrative (pg. 5) includes \$732,000.00 of federal funds toward your “25.0% of the total requested funds.” Without these federal funds, you identify only \$518,000 in matching funds (10.36% match) which does not meet the Scaling Track requirement of a 15% match.

The DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) provides the following requirements and guidance regarding matching and leveraged funds:

- “The Department requires **Scaling Track applicants to contribute 15 percent of the total requested funds** to support the grant project as matching funds.” (pg. 33)

- “Applicants must count and document as leveraged resources any cash or in-kind commitments.” (pg. 34)
- “**Non-Federal**, public-sector funds (e.g., from States or local governments) may be used for matching funds, if necessary.” (pg. 34)
- “The Budget Narrative should also include a section describing any leveraged resources provided (as applicable) to support grant activities. [...] Each category should include the total estimated cost for the period of performance.” (pg. 41)

ACTION ITEM

- Please work with your FPO to ensure you have a **revised Budget Narrative** that meets the matching funds requirement for this project.

Program Compliance Note 3 – Budget Narrative: Supportive Services Not Clearly Identified

It appears you have listed supportive service costs with other participant related training costs in the Budget Narrative (pg. 6):

Contractor Sub-budgets:

Denver Workforce-Eckerd Connects	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
OTHER (OJTs, ITAs, Intensive Services, Incentives, supportive services)	\$158,996.64	\$158,996.64	\$158,996.64	\$158,996.64	\$158,996.64	\$794,983.20

Colorado Rural Workforce Consortium	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
OTHER (OJTs, ITAs, Intensive Services, Incentives, supportive services)	\$146,029.99	\$146,029.99	\$146,029.99	\$146,029.99	\$146,029.99	\$146,029.99

As a result, it is not clear how much funding will go towards providing supportive services to individuals who are participating in grant-funded education and training activities and who need such services to enable them to participate.

The DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) states, “A robust supportive services strategy is required as part of the proposed program design under the FOA. **This means all grant projects must**

document in their project narrative, budget, and budget narrative that their application includes a supportive service needs assessment of all participants and procedures for the provision of supportive services for participants who need them.

Up to 15 percent of grant funds may be used to provide supportive services for training participants, and supportive services may also be provided as a leveraged cost.” (pg. 26)

ACTION ITEM

- Please work with your FPO to ensure you have a **revised Budget Narrative** that breaks out supportive services costs from other grant related costs.

Program Compliance Note 4 – Budget Narrative: Incentives

Your Budget Narrative includes “incentives” within the “Other” budget category for Denver Workforce- Eckerd Connects and the Colorado Rural Workforce Consortium. (pg. 6)

The DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) states, **“Grantees may use up to 1.5 percent of grant funds for the provision of gift cards or other types of incentive payments to participants for providing information on grant outcomes (such as credential attainment or employment status) after they complete their training program, for the purposes of accurately reporting performance outcomes to the Department. Grantees are prohibited from utilizing grant funds to provide incentive payments for any other purpose.** These incentive payments must be tied to the goals of the grant. Grantees must have policies and procedures in place governing the awarding of incentive payments to participants and the incentives provided under the grant must comply with these organizational policies.” (pg. 65)

ACTION ITEM

- Please ensure that incentives are used only to collect information from participants on grant outcomes for the purposes of accurately reporting performance outcomes.
- Please work with your FPO to determine whether a SOW and/or budget amendment may be required.

PROGRAM COMPLIANCE NOTIFICATION LETTER

DOL Building Pathways to Infrastructure Jobs Grant Program

Dear DOL Building Pathways to Infrastructure Jobs Grant Program Grantee:

This letter contains information about the process of reviewing your grant for compliance requirements and applying special conditions of award and general key areas for programmatic compliance to which you must adhere.

Key Programmatic Compliance Requirements

The list below includes key areas to note for budgetary and programmatic compliance. This list is not exhaustive, and grantees should refer to the DOL Building Pathways to Infrastructure Jobs Grant Program Funding Opportunity Announcement (FOA) for a complete list of programmatic compliance requirements for this grant program. **The signature of the Authorized Representative on the SF-424 confirms your organization's acceptance and acknowledgment of the budget and programmatic compliance requirements listed below.** These requirements are in addition to compliance requirements listed in your Conditions of Award (COA) document that correspond with special conditions of your award that must be resolved. If there are specific programmatic compliance issues with any of the sections below, they will be reflected in the COA document. If there are any budgetary and programmatic compliance issues with any of the sections below, or with any of the terms and conditions in your grant award, you may be required to amend your grant accordingly.

Occupations that Support Renewable Energy, Transportation, and Broadband Infrastructure Sectors

The DOL Building Pathways to Infrastructure Jobs Grant Program will invest in public-private partnerships to develop, implement, and scale worker-centered sector strategy training programs in H-1B industries and occupations critical to meeting the goals of the Bipartisan Infrastructure Law (BIL), formally known as the Infrastructure Investment and Jobs Act (IIJA), Pub. L. No. 117-58. To maximize the impact of the BIL investment, this grant program will train job seekers in advanced manufacturing; information technology; and professional, scientific, and technical services occupations that support renewable energy, transportation, and broadband infrastructure sectors. These include occupations in the renewable energy and energy efficiency sectors; broadband expansion and smart city grids; and electrical, industrial, and civil engineers and technicians who facilitate the design, construction, modernization, and maintenance of the nation's infrastructure.

Occupations trained for with grant funds **must support renewable energy, transportation, and broadband infrastructure sectors.**

Participant Eligibility

The FOA states that “[t]his grant program must serve participants who are at least 17 years old and not currently enrolled in secondary school within a local educational agency.” Therefore, participants served in the DOL Building Pathways to Infrastructure Jobs grant must be 17 years of age or older and not currently enrolled in secondary school (high school). Individuals who are age 17 or older and have completed secondary school, dropped out of secondary school, or are attending post-secondary school may be served by the grant.

Based on their employment status at program entry, all participants served must be unemployed, underemployed, or incumbent workers. The employment status of participants will be determined according to the definitions provided in the FOA:

- **Unemployed workers:** An unemployed worker is an individual who is without a job and is available to work.
- **Underemployed workers:** This term refers to individuals who are not currently connected to a full-time job commensurate with the individual’s level of education, skills, or wage and/or salary earned previously, or who have obtained only episodic, short-term, or part-time employment.
- **Incumbent workers:** This term refers to individuals already employed, either with an employer partner or another employer, at program enrollment, but who need training to upgrade their skills to secure full-time employment, advance in their careers, or retain their current positions in H-1B occupations and industries. The training provided to incumbent workers is either 1) developed in collaboration with an employer partner with which the individual is employed, or 2) for individuals who are employed at the time of enrollment by a non-partner employer, but who need additional skill training to improve their opportunities for middle- and high-skilled jobs in H-1B industries or occupations.

Under this FOA, it is the responsibility of the grantee or a designated grant partner to determine incumbent worker eligibility, and not the responsibility of the participating employer. Grantees or their designated grant partner must establish and document the eligibility of all participants, including incumbent worker participants.

Supportive Services

As specified in the FOA, a robust supportive services strategy is required under the DOL Building Pathways to Infrastructure Jobs grant program. Under this requirement, grantees must plan for the provision of supportive services and must have a strategy for assessing the supportive service needs of their participants. Up to 15 percent of grant funds may be used to provide supportive services for participants; grantees are also encouraged to use leveraged resources for the supportive service provision.

Supportive services are those necessary to enable an individual to participate in education and training activities funded through this grant program. Examples of such services include, but are not limited to, childcare, dependent care, transportation, mental health counseling, books,

academic fees, supplies, parking, printing, tutoring, licensing exam fees, professional dues, housing, and needs-related payments that are necessary to enable an individual to participate in education and training activities.

Where stipends for supportive services are provided, the stipend amount must be for costs of a specific supportive service (e.g., childcare), rather than simply based on an unidentified need. For the purposes of this FOA, grantees may use grant funds, up to the percentage specified above, only to provide supportive services to individuals who are participating in education and training activities provided through the grant when such services are necessary to enable individuals to participate in education and training activities under the grant.

Use of Grant Funds for Paid Work-based Learning Components

For the purposes of this grant program, the following will apply:

- A. **On-the Job Training:** Under this grant, OJT is available only for unemployed and underemployed individuals. Incumbent workers are not eligible for OJT under this FOA and grantees are specifically prohibited from spending grant funds on payment of wages of incumbent workers. OJT is provided under a contract with an employer in the private nonprofit, or private for-profit sector. Under the OJT contract, the employer pays wages to the participant, and occupational training is provided for the participant in exchange for the reimbursement to the employer of a percentage of the participant's wage rate to compensate for the employer's extraordinary costs of training the individual (subject to the policy exceptions described on pg. 63 of the FOA).

The negotiated reimbursement percentage for OJT may be as high as 50 percent of the participant's hourly wage. The Department encourages grantees to negotiate lower rates or variable rates (such as starting at the maximum allowable reimbursement rate and reducing the subsidy over time) where possible to ensure that the maximum number of participants will be served by the project.

See Sections I.E.2 and IV.E. of the FOA for additional information.

- B. **Registered Apprenticeships:** Organizations may use grant funds awarded under this FOA to reimburse a portion of a registered apprentice's work-based learning costs to employers. For grants awarded under this FOA, the negotiated reimbursement percentage of an apprentice's work-based learning costs may be as high as 50 percent of the participant's hourly wage. Additional restrictions for the use of grant funds for work-based learning apprenticeships can be found on pgs. 63-64 of the FOA.
- C. **Work Experience and Internships:** Work experience and internships are both planned, structured learning experiences that take place in a workplace for a limited period and, for the purposes of the grants under this FOA, must be paid. Wages and stipends may be

paid either directly to participants or to the employer partner for the purposes of reimbursing participant wages.

Incumbent Worker Salaries

For grantees that are serving incumbent workers, incumbent workers are not eligible to participate in paid work experiences funded by the grant. In addition, incumbent worker salaries paid by the employer are NOT allowable costs to be reimbursed under this grant.

Participant Co-Enrollment

H-1B-funded grants have a policy for co-enrolling participants in H-1B-funded programs and non-H-1B-funded programs.

A. Co-enrolling with H-1B-Funded Programs

The intent of co-enrollment is to meet the training and employment needs of program participants and provide as many participants as possible with comprehensive services that may not otherwise be available under an individual grant or funding source. Therefore, grantees should not co-enroll participants in more than one H-1B job training program grant.

B. Co-enrolling with non-H-1B-Funded Programs

The Employment and Training Administration (ETA) encourages grantees to maximize the use of their resources and minimize the duplication of efforts through partnership building, system alignment, and leveraging of other Federal and non-Federal funding sources. Leveraging resources may include co-enrolling participants in programs such as: the Workforce Innovation and Opportunity Act (WIOA); appropriated apprenticeship funds, such as State Apprenticeship Expansion Equity and Innovation (SAEEI) grants, and Apprenticeship State Expansion (ASE) grants; other Federally funded programs; and non-Federal programs.

Grantees may co-enroll DOL Building Pathways to Infrastructure Jobs participants in non-H-1B grant programs provided this co-enrollment aligns with eligibility criteria and allowable activities for each grant and meets additional criteria. Further guidance will be provided through technical assistance. Guidance related to co-enrollment does not prevent grantees from leveraging tools, materials, curricula, or other resources that other DOL-funded training grant programs, including other H-1B-funded grant programs, have developed, provided these activities do not result in co-enrollment.

National Evaluation

As a condition of grant award, grantees are required to participate in a national 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 may 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). See page 18 of the FOA for more information.

Equipment Purchases

The grantee must submit a request to purchase equipment and receive prior approval from the Grant Officer as defined in the Uniform Guidance at 2 CFR 200.1. A request to purchase equipment will be reviewed and approved in an amendment to the award. Prior approval is required only when the per unit's acquisition cost is \$5,000 or more regardless of the non-Federal entity's capitalization threshold. Equipment purchases must be made in accordance with 2 CFR 200.313 or 2 CFR 200.439.

Being awarded this grant does not automatically mean that the equipment specified in the approved budget or SOW is approved by the Grant Officer. The recipient must submit a detailed list describing the planned purchases to the FPO for review within 90 days of the Notice of Award date. Recipients are strongly encouraged to submit requests to purchase equipment as early as possible in the grant's period of performance with as many planned pieces of equipment as possible.

Recipients may not purchase equipment during the last year of the period of performance or the last year of full program service delivery (not follow-up activities), whichever comes first. If any approved acquisition has not occurred prior to the last funded year of performance, approval for that item will be rescinded.

Proposed Performance Targets

Each grantee is accountable for reaching their proposed performance targets for the performance outcome measures specified in the FOA for the track under which they are funded. 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.

During the first quarter of your grant, the Program Office will review the proposed performance targets and follow-up to determine if there are any areas of concern.

- Performance-related issues may include resolving mathematical errors, discrepancies between outcomes reported in the project narrative and required performance outcome tables, or performance outcomes that are not internally logical (e.g., outcomes include more participants who complete training than participants who start training).
- If there are any areas of concern, the Program Office, and Federal Project Officer (FPO) will discuss and outline steps to resolve any issues.

Travel Funds

Each grantee is expected to budget travel for at least two staff members for up to two in-person convenings in Washington, D.C. You may need to complete a budget amendment with your FPO to rearrange funds for this purpose.

Please see [Amendment One](#) for further detail regarding this requirement.

Incentive Payments

Grantees may use up to 1.5 percent of grant funds for the provision of gift cards or other types of incentive payments to participants for providing information on grant outcomes (such as credential attainment or employment status) after they complete their training program, for the purposes of accurately reporting performance outcomes to the Department. Grantees are prohibited from utilizing grant funds to provide incentive payments for any other purpose. These incentive payments must be tied to the goals of the grant. Grantees must have policies and procedures in place governing the awarding of incentive payments to participants and the incentives provided under the grant must comply with these organizational policies.

Terms and Conditions

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PART A: GENERAL AWARD, SYSTEM FOR AWARD MANAGEMENT AND UNIFORM GUIDANCE

A(1.) Applicable Requirements

The recipient of this Federal award must assure to fully comply with the rules and requirements specified in the award document. Program requirements may be located in the Funding Opportunity Announcement (FOA), statutes, Executive Orders, government-wide regulations, agency regulations, agency policy guidance such as Training Employment Guidance Letter (TEGL), and the terms outlined in the award document.

The following authorities apply to your activities under this Federal award. It is recommended that the award recipient contact DOL when questions arise about what requirements apply in the event of any inconsistency between the terms and conditions of this Notice of Award (NOA) and other requirements.

- American Competitiveness and Workforce Improvement Act of 1998 (ACWIA), as amended (codified at 29 USC 3224a).
- Other applicable Federal statutes.
- Further Consolidated Appropriations Act, 2024, dated March 23, 2024.
- Implementing Regulations.
- Executive Orders and Presidential Memoranda.
- The Office of Management and Budget (OMB) Guidance, including the Uniform Guidance at 2 CFR part 200, as amended (see *Guidance for Federal Financial Assistance*, 89 Fed. Reg. 30046 (Apr. 22, 2024)) and DOL regulations at part 2900.
- Executive Orders and Presidential Memoranda.
- The U.S. Department of Labor (DOL) directives.
- Terms and conditions of this award.

By drawing down funds, your organization as the award recipient agrees to the provisions of 2 CFR 200.521, and 2 CFR Part 2900 and is subject to having its award removed as a result of an ALJ decision. As part of this process, the Grant Officer will provide instructions on transition and closeout to both the newly selected grant recipient and to the grant recipient whose positions is affected, or which is being removed.

A(2.) Funding Opportunity Announcement and Notice of Award

The Funding Opportunity Announcement (FOA) and any amendments found at https://www.dol.gov/sites/dolgov/files/ETA/grants/Building%20Pathways%20to%20Infrastructure%20Jobs_FOA-ETA-23-31.pdf, Amendment One <https://www.dol.gov/sites/dolgov/files/ETA/grants/FOA-ETA-23-31-Amendment%20One%206-21-23.pdf>, and Amendment Two <https://www.dol.gov/sites/dolgov/files/ETA/grants/2024%20pdfs/FOA-ETA-23->

[31%20Amendment%20Two%205-15-24.pdf](#) are hereby incorporated into this NOA. Award recipients are bound by the authorizations, restrictions, and requirements contained in the FOA. Therefore, the expenditure of funds by the award recipient certifies that your organization has read and will comply with all the parts that are contained in the NOA.

Notice of Award The funds provided under this Notice of Award (NOA) must be expended according to all applicable Federal statutes, regulations and policies, and the applicable provisions in the appropriations act(s). The funds shall be obligated and expended via a NOA. These obligations and expenditures may not exceed the amount awarded by the NOA unless otherwise amended by the ETA.

A(3.) Approved Statement of Work

This project's narrative is the approved Statement of Work (SOW). It has been included as Attachment D. If there is any inconsistency between the project narrative and the program statute, appropriation, regulations, Executive Orders, Uniform Guidance, and DOL directives, contact your DOL representative.

A(4.) Federal Project Officer/ Program Official

The name and contact information of the DOL Federal Project Officer (FPO) or Program Official (PO) for this award is found on the first page of this Notice of Award in field #10.

This individual is your main point of contact with DOL. The individual is not authorized to change any of the terms or conditions of the award or approve prior approval requests. Any changes to the terms or conditions or prior approvals must be approved by the Grant Officer through the use of a formally executed award amendment process.

A(5.) System for Award Management (SAM.gov)

A SAM.gov registration is required for an entity to be able to apply for Federal awards, to request amendments to existing awards, and to enable them to closeout expiring awards. See [Training and Employment Notice \(TEN\) 18-17](#) for additional guidance.

Unless exempt from this requirement under 2 CFR 25.110, the recipient must maintain a current and active registration in SAM.gov. The recipient's registration must always be current and active until the recipient submits all final reports required under this Federal award or receives the final payment, whichever is later. The recipient must review and update its information in SAM.gov at least annually from the date of its initial registration or any subsequent updates to ensure it is current, accurate, and complete. If applicable, this includes identifying the recipient's immediate and highest-level owner

and subsidiaries and providing information about the recipient's predecessors that have received a Federal award or contract within the last three years.

Effective on April 4, 2022, the DUNS Number was replaced by a new, non-proprietary identifier requested in and assigned by [SAM.gov](https://sam.gov). This new identifier is called the Unique Entity Identifier (UEI), or the Entity ID. To learn more about how to access your UEI, please visit the U.S. General Service Administration (GSA), [Unique Entity Identifier Update webpage](#).

If the recipient is authorized to make subawards under this Federal award, then the recipient:

1. Must notify potential subrecipients that no entity may receive a subaward until the entity has provided its UEI to the recipient.
2. Must not make a subaward to an entity unless the entity has provided its UEI to the recipient. Subrecipients are not required to complete full registration in SAM.gov to obtain a UEI.

For the purposes of this award term:

System for Award Management (SAM.gov) means the Federal repository into which a recipient must provide the information required for the conduct of business as a recipient. Additional information about registration procedures may be found in SAM.gov (currently at <https://www.sam.gov>).

Entity is defined at 2 CFR 25.400 and includes all of the following types as defined in 2 CFR 200.1:

- (1) Non-Federal entity;
- (2) Foreign organization;
- (3) Foreign public entity;
- (4) Domestic for-profit organization; and
- (5) Federal agency.

Subaward has the meaning given in 2 CFR 200.1.

Subrecipient has the meaning given in 2 CFR 200.1.

DOL advises Federal financial assistance award recipients registered in SAM.gov to frequently review their registration information, particularly their financial information

and points of contact. Assistance is available by contacting the Federal Service Desk at FSD.gov.

DOL routinely checks the validity of a recipient's SAM.gov registration and verifies that the recipient is not included on the excluded parties list before making an award or approving a modification to an existing award. Failure to have an active SAM.gov registration can delay award recipients from receiving their initial award or requested modifications to their existing awards.

DOL further encourages award recipients to review the expiration date of their SAM.gov registration and begin the renewal process well in advance, to ensure that their registration remains valid. If the award recipient has not logged in and updated its entity registration record within at least the past 365 days, its record will expire and go into inactive status. Timely renewal will ensure that the award recipient can continue to request and receive modifications to their existing grants, as well as apply for new funding opportunities. Further, the Employer Identification Number (EIN) must remain active until the award closeout process is fully completed.

A(6.) Profit

The recipient and subrecipients are prohibited from earning a profit resulting from the implementation of this award. As directed in 2 CFR 200.400(g), recipients and subrecipients may not earn or keep any profit resulting from Federal financial assistance unless explicitly authorized in the Federal award.

A(7.) Subawards

A *subaward* means an award provided by a pass-through entity to a subrecipient for the subrecipient to contribute to the goals and objectives of the project by carrying out part of a Federal award received by the pass-through entity. It does not include payments to a contractor, beneficiary, or participant. A subaward may be provided through any form of legal agreement consistent with criteria in 2 CFR 200.331, including an agreement the pass-through entity considers a contract.

The provisions of the Terms and Conditions of this award must be applied to any subrecipient under this award. The recipient is responsible for ensuring that the Terms and Conditions and all other information required in 2 CFR 200.332(b) are in all subaward packages, and monitoring the subrecipient, including to ensure that the subrecipient complies with all applicable Federal statutes, regulations, and the Terms and Conditions of this award (2 CFR 200.101(b) and .332).

A(8.) Contracts

A *contract* means a legal instrument by which a recipient or subrecipient conducts procurement transactions under a Federal award. Additional guidance on distinguishing between a subrecipient and a contractor is provided in 2 CFR 200.331. When procuring contractors for goods and services, DOL/ETA recipients and subrecipients must follow

the procurement requirements, including the requirement for full and open competition, found at 2 CFR 200.318 through 200.327 (except states and Indian tribes, which must follow 2 CFR 200.317).

A(9.) Technical Assistance, Resources, and Information

Additional resources, 508-compliant PowerPoints, training, and resources to assist the award recipient are located on the [ETA Resources webpage](#) and on the Grants Application and Management collection page on [WorkforceGPS.org](#). [SMART training](#) is a technical assistance initiative sponsored by DOL/ETA to assist its award recipients and subrecipients in improving its program/project operations through effective grants management. Please take some time to review the training modules which are focused on:

Strategies for sound grant management that include:

Monitoring,
Accountability,
Risk mitigation and
Transparency.

Questions regarding the content may be directed to compliance.policy@dol.gov.

A(10.) Monitoring, Technical Assistance, and Additional Specific Conditions of Award

All award recipients and subrecipients, including states and territories managing the Unemployment Insurance programs, may have the specific conditions of their award adjusted (2 CFR 200.208). A specific condition is based on an analysis of the following factors:

1. Review of OMB-designated repositories of government-wide data (for example, *SAM.gov*) or review of its risk assessment (See 200.206);
2. The recipient's or subrecipient's history of compliance with the terms and conditions of Federal awards;
3. The recipient's or subrecipient's ability to meet expected performance goals as described in 2 CFR 200.211; or
4. A determination of whether a recipient or subrecipient has inadequate financial capability to perform the Federal award.

Specific conditions may include the following:

1. Requiring payments as reimbursements rather than advance payments;
2. Withholding authority to proceed to the next phase until receipt of evidence of acceptable performance;
3. Requiring additional or more detailed financial reports;
4. Requiring additional project monitoring;
5. Requiring the recipient or subrecipient to obtain technical or management assistance; or

6. Establishing additional prior approvals.

Award recipients may be required to obtain technical or compliance assistance through an established provider/contractor that has been selected or hired by DOL/ETA that may include in-person or remote assistance.

A(11.) Evaluation, Data, and Implementation

Award recipients must cooperate during the implementation of a third-party evaluation. This means providing DOL/ETA or its authorized contractor with the appropriate data and access to program operating personnel and participants in a timely manner.

A(12.) Conflict of Interest

Recipients and subrecipients of federal assistance must have a written policy in place on conflicts of interest, including organizational conflicts of interest. The policy must include the process the recipient or subrecipient will take to identify, avoid, remove, and remedy conflicts of interest.

Federal assistance recipients must disclose in writing any real or potential conflict of interest to DOL. The disclosure must notify the Grant Officer through written letter or email and contain the appropriate grant number.

A conflict of interest occurs when an entity or individual's objectivity becomes impaired because there is a conflict between personal or self-serving interests and professional duties or responsibilities. Such a conflict occurs when an organization or individual has a vested interest, such as financial, status, knowledge, relationships, or reputation, which puts into question whether their actions, judgment, or decision-making can be unbiased. A conflict of interest can also arise when actions are taken or may appear to be taken by any entity involved in more than one role, such that the performance of that entity in one role affects its interest in its other role, thereby making it difficult for the entity to perform a grant process objectively and impartially.

A potential conflict of interest occurs when it is reasonably foreseeable that an entity or individual's objectivity could become impaired in the future due to a conflict between personal or self-serving interests and professional duties or responsibilities.

An organizational conflict of interest occurs when, because of relationships with a parent company, affiliate, or subsidiary organization, the recipient or subrecipient is unable or appears to be unable to be impartial in conducting a grant action involving a related organization. Such conflicts may be actual or potential.

DOL requires that recipients of Federal funds use them in the best interest of the award program and therefore grant decisions must be free of undisclosed conflicts of interest including those that are real or potential conflicts, whether individual or organizational. When there are disclosed conflicts of interest in grant decisions, the recipient must notify DOL and take remedial action to resolve or mitigate the conflict.

The signatory authority or authorized official identified on the SF-424 application further certifies through their signature on the SF-424 application that any potential conflict of interest has been identified to the appropriate Grant Officer.

PART B: INDIRECT COSTS, BUDGET, AND COST SHARE

B(1.) Indirect Cost Rate and Cost Allocation Plan

An award recipient that is claiming indirect costs to a Federal award must have a Negotiated Indirect Cost Rate Agreement (NICRA), Cost Allocation Plan (CAP), or elect to utilize the de minimis rate of 15% of modified total direct costs (MTDC). Indirect costs are costs incurred for a common or joint purpose that benefit more than one cost objective and are not readily assignable to one cost objective without specifically benefitting effort disproportionate to the results achieved. Direct costs, by contrast, can be identified specifically with a particular cost objective, such as a Federal award, or other internally or externally funded activity that can be directly assigned to such activities relatively easily with a high degree of accuracy. The association of costs with a Federal award determines whether costs are direct or indirect.

If the DOL serves as the Federal Cognizant Agency (FCA) for the award recipient, then the award recipient must work with DOL's Cost & Price Determination Division (CPDD), which has delegated authority to negotiate and issue a NICRA or CAP on behalf of the Federal Government. More information about the DOL's CPDD is available at [DOL's Cost & Price Determination Division \(CPDD\) website](#) and provides guidelines to help develop indirect cost rates, links to the applicable cost principles, and contact information. The CPDD also has Frequently Asked Questions to provide general information about the indirect cost rate approval process and due dates for provisional and final indirect cost rate proposals.

If a new NICRA is issued during the award's period of performance, it must be provided to DOL within 30 days of issuance. Funds may be re-budgeted as necessary between direct cost categories as long as they are consistent with the Budget Flexibility term within this agreement, grant requirements, and DOL regulations on prior approval. However, the total amount of the award will not be increased.

Option	NICRA or CAP
☒ (1)	The award recipient has a federally approved NICRA or CAP covering the entirety or a portion of the grant period of performance is included as Attachment F. If the NICRA or CAP covers only a portion of the period of performance, a new approved NICRA or CAP will need to be provided for the remaining portion of the period of performance. Once approved, the NICRA or CAP must be submitted to your Federal Project Officer.

Option	NICRA or CAP
____ (2)	The award recipient has elected to use the De Minimis Rate of 15% of Modified Total Direct Costs (MTDC). To avoid a serious inequity in the distribution of indirect cost, DOL defines MTDC as all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$50,000 of each subaward or subcontract (regardless of the period of performance of the subawards and subcontracts under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward or subcontract in excess of \$50,000. See 2 CFR 200.414(f) for more information on use of the de minimis rate. Please be aware that incurred indirect-type costs (such as but not limited to top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are recovered as part of charging the de minimis rate. To use de minimis, the award recipient must not have a current negotiated (including provisional) rate. A governmental department or agency that receives more than \$35 million in direct Federal funding must submit its indirect cost rate proposal to its cognizant agency for indirect costs in accordance with Appendix VII(D). De minimis may be used indefinitely. When applying the de minimis rate, costs must be consistently charged as either direct or indirect costs and may not be double charged or inconsistently charged as both. Once elected, the recipient or subrecipient must use the de minimis rate for all Federal awards until such time as the award recipient or subrecipient chooses to receive a negotiated rate.

Option	NICRA or CAP
(3)	The award recipient has claimed indirect costs on the SF-424A; however, a NICRA or CAP approved by the FCA was not provided and the award recipient did not elect to utilize the de minimis rate of 15% of MTDC. An approved NICRA or CAP must be submitted to the Grant Officer, or the award recipient must elect to utilize the de minimis rate of 15% of MTDC to charge indirect costs to the Federal award. If the award recipient elects to utilize the de minimis rate of 15% of MTDC, the award recipient must notify the Grant Officer in writing. If the award recipient utilizes a NICRA or CAP, only the de minimis rate of 15% of MTDC will be released to support the indirect costs in the absence of a NICRA or CAP approved by the FCA. The remaining funds which have been awarded for indirect costs are restricted and may not be used for any purpose until the recipient provides a signed copy of the NICRA or CAP agreement. As the award recipient, an indirect cost rate proposal or CAP must be submitted to the FCA within 90 days of award. If the FCA for indirect costs is DOL, these documents should be submitted to the DOL's Cost & Price Determination Division (CPDD). Otherwise, they should be submitted to the award recipient's FCA. Alternatively, the award recipient may request the de minimis rate if eligible (see section b. above). In addition, the recipient must notify the FPO that the documents have been submitted to the appropriate FCA.
(4)	The award recipient elected to exclude indirect costs from the proposed budget. Administrative and clerical staff salaries should only be classified as direct costs if they meet the conditions specified in 2 CFR 200.413(c). If indirect costs are misclassified as direct costs, per the guidelines at 2 CFR 200.412 - 414, such costs may become disallowed through an audit or compliance review conducted by a Federal staff person. Please be aware that incurred indirect costs (such as but not limited to top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are indirect costs. Only direct costs, as defined by the cost principles contained in the Uniform Guidance will be charged.

B(2.) Indirect Cost Rate – Financial Reporting for NICRA and De Minimis

All award recipients with an approved NICRA or de minimis rate must report indirect costs on their **FINAL** ETA-9130 Financial Report. If an award recipient has a NICRA and a CAP, only the indirect costs tied to the NICRA are reported on the FINAL ETA-9130 Financial Report. The grant recipient may refer to the [ETA-9130 Report](#) for additional guidance.

B(3.) Budget - Approved

The award recipient's budget documents are attached in this NOA. The documents are: 1) the SF-424, included as Attachment A; 2) the SF-424A, included as Attachment B; and 3) the Budget Narrative, included as Attachment C. The award recipient must confirm that all costs are allowable, reasonable, necessary, and allocable before charging any expense. Pursuant to 2 CFR Part 2900, the approval of the budget as awarded does not constitute prior approval of those items specified in 2 CFR part 200 and 2 CFR part 2900 or as a part of the grant award as requiring prior approval. The Grant Officer is the only official with the authority to provide such approval.

Any changes to the budget that impact the Statement of Work (SOW) and agreed upon outcomes or deliverables will require a request for modification and prior approval from the Grant Officer.

All period of performance extensions, including no-cost and one-time extensions, require prior approval from the Grant Officer. If the period of performance will include multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance terms and conditions of the Federal award.

Unless otherwise authorized in a grant award or cooperative agreement or subsequent modification, recipients must expend funds with the shortest period of availability first.

B(4.) Budget Flexibility

Award recipients are not permitted to make transfers that would cause any funds to be used for purposes other than those consistent with this Federal program. Any budget changes that impact the SOW and agreed upon outcomes or deliverables require a request for modification and approval from the Grant Officer.

Any request for a budget modification or non-competing extension of the final budget should be submitted to the Grant Officer, in writing, at least 30 days before the Period of Performance is scheduled to expire. Such requests usually are for a period of up to 12 months.

As directed in 2 CFR 200.308(i), for programs where the Federal share is over the Simplified Acquisition Threshold (SAT) (currently \$250,000), the transfer of funds among direct cost categories (for example, personnel, travel, and supplies) or programs, functions, and activities is restricted such that if the cumulative amount of a transfer exceeds or is expected to exceed 10% of the total budget, including cost share, as last approved by the Federal agency, the award recipient must receive prior approval from the Grant Officer. Any changes within a specific cost category on the SF-424A do not require a grant modification unless the change results in a cumulative transfer among direct cost categories exceeding 10% of total budget. It is recommended that the assigned Federal Project Officer or point of contact review any within-line changes to

the award recipient's budget prior to implementation to ensure they do not require a modification.

For programs where the Federal share of the project is below the SAT of \$250,000, recipients are not required to obtain the Grant Officer's approval when transferring funds among direct cost categories.

B(5.) Non-Federal Cost Sharing

Scaling Track Grants Only

This award includes a non-Federal cost sharing requirement equaling 15 % of the total Federal share of costs. The costs that the award recipient incurs in fulfilling its cost sharing requirement are subject to the same requirements, including the cost principles, that are applicable to the use of Federal funds. Such costs must be reasonable, allocable and allowable to the program. In addition, those costs must adhere to the guidelines specified in 2 CFR 200.306 and be verifiable in the recipient's records with proof that prior approval, where required, was obtained. Cost sharing funds must be expended as required at 2 CFR Part 2900 before they can be recognized and reported as cost sharing on the SF-425 or ETA-9130 report. Whether in cash or in-kind, the non-Federal share is expected to adhere to the same cost limitations.

The cost sharing requirement must be met at the time all such funds have been expended or the period of availability of such funds has expired, whichever comes first. If the required contribution is not met, award recipients will be responsible for reimbursing DOL/ETA the amount of unmet cost sharing contribution when the award is closed. Cost sharing must be reported on the quarterly SF-425 or ETA-9130 Federal financial report under the Recipient Share section. Cost sharing funds must be expended as required at 2 CFR Part 2900 before they can be recognized and reported as cost sharing on the SF-425 or ETA-9130 report.

PART C: FUNDS MANAGEMENT

C(1.) Funds – Payment Management System (PMS)

Upon receipt of a NOA, to draw funds from the U.S. Department of Health and Human Services (HHS) [Payment Management System \(PMS\)](#), an active account must be established. To establish an account, award recipients must complete an SF-1199A and PMS Access form (shown as the PMS New User Access Request on the [PMS website](#)) (User Access). Federal award recipients do not need to complete these forms if they already have an account with PMS.

C(2.) Funds - Return & Refunds

DOL does not accept paper checks for any type of returned funds. For active grants, all return of funds are to be submitted electronically through the PMS operated by the HHS via the same method as a drawdown. For grants that have been cancelled or are expired

(typically older than five years), incoming payments, including returns and recoveries to DOL, must be made via the [Pay.gov](https://www.pay.gov) website.

If there are questions regarding the return of funds, or your organization no longer has access to PMS, contact the DOL/ETA, Office of Financial Administration via email at: ETA-ARteamdol.gov for further assistance.

PART D: COSTS - LIMITATIONS, ITEMS, AND RESTRICTIONS

D(1.) Consultants

For the purposes of this grant award, the Grant Officer has determined that fees paid to a consultant who provides services under a program shall be limited to \$815.00 a day (representing an eight-hour workday). Such costs must be reasonable, allocable, and allowable to the program. Any fees paid in excess of this amount cannot be paid without prior approval from the Grant Officer.

D(2.) Equipment and Other Capital Assets

To purchase capital assets (including equipment), the award recipient must submit a request and receive **prior written approval** from the Grant Officer as defined in the Uniform Guidance at 2 CFR 200.1 and 200.439. A request to purchase capital assets (equipment) will be reviewed and approved in an amendment to the award.

See 2 CFR 200.1 for the definitions of capital expenditures, equipment, special purpose equipment, general purpose equipment, and capital assets.

The capital asset of equipment is defined as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the recipient or subrecipient for financial statement purposes, or \$10,000.

Being awarded this grant ***does not*** automatically mean that the equipment specified in the approved budget or SOW is approved by the Grant Officer, 2 CFR Part 2900. The recipient must submit a detailed list describing the planned purchases to the FPO for review within 90 days of the NOA date. Recipients are strongly encouraged to submit requests to purchase equipment as early as possible in the grant's period of performance with as many planned pieces of equipment as possible.

Recipients may not purchase equipment during the last year of the period of performance or the last year of full program service delivery (not follow-up activities), whichever comes first. If any approved acquisition has not occurred prior to the last funded year of performance, approval for that item will be rescinded.

D(3.) Pre-Award Costs

All costs incurred by the award recipient prior to the start date specified in the grant award issued by the Department are *incurred at the recipient's own expense*.

D(4.) Program Income

The Addition method as described in 2 CFR 200.307 must be used in allocating any program income generated for this awards award. The award recipient must expend all program income prior to drawing down any additional funds as required at 2 CFR 200.305(b)(5) and 2 CFR 200.307(b). The DOL will require any program income remaining at the end of period of performance to be returned to DOL. In addition, award recipient(s) must report program income on the quarterly financial report using the applicable ETA-9130 or SF-425 reports.

For the YouthBuild program, please refer to 20 CFR 688.590 for guidance on program income.

D(5.) Travel

This award waives the prior approval requirement for domestic travel as contained in 2 CFR 200.475. For domestic travel to be an allowable cost, it must be necessary, allowable, reasonable, allocable and conform to the recipient's or subrecipient's written policies and procedures. All travel must also comply with Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a U.S. Flag air carrier if service provided by such carrier is available.

D(6.) Travel – Foreign

Foreign travel is not allowable except with prior written approval from the Grant Officer through the process described in 2 CFR 200.407 and 2 CFR Part 2900. All travel, both domestic and Grant Officer approved foreign travel, must comply with the Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a U.S. Flag air carrier if service provided by such carrier is available.

D(7.) Travel – Mileage Reimbursement Rates

Pursuant to 2 CFR 200.475(a), recipients and subrecipients may charge travel costs on an actual cost basis, on a per diem or mileage basis, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip. The method used must be consistent with those normally allowed in like circumstances in the recipient's or subrecipient's other activities and in accordance with the recipient's or subrecipient's established written travel reimbursement policies. In the absence of an

established written policy regarding travel costs, the rates and amounts established under 5 U.S.C. 5701-11 (“Travel and Subsistence Expenses; Mileage Allowances”), by the Administrator of General Services, or by the President (or their designee) pursuant to any provisions of such subchapter must apply to travel under Federal awards (48 CFR 31.205-46(a)). Mileage rates must be checked annually at GSA’s [Privately Owned Vehicle \(POV\) Mileage Reimbursement Rates webpage](#) to ensure compliance.

D(8.) Conferences and Conference Space

Conferences sponsored in whole or in part by the award recipient are allowable if the conference is necessary and reasonable for the successful performance of the Federal award. Award recipients are urged to use discretion and good judgment to ensure that all conference costs charged to the grant are appropriate and allowable. For more information on the requirements and the allowability of costs associated with conferences, refer to 2 CFR 200.432. Recipients will be held accountable to the requirements in 2 CFR 200.432. Therefore, costs that do not comply with 2 CFR 200.432 will be questioned and may be disallowed.

D(9.) Hotel-Motel Fire Safety

Pursuant to 15 U.S.C. 2225a, the recipient must ensure that all space for conferences and conventions or training seminars funded in whole or in part with Federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (P.L. 101-391, as amended). Recipients may search the [Hotel-Motel National Master List](#) to see if a property is in compliance, or to find other information about the Act.

PART E: REPORTING, AUDIT, AND CLOSEOUT

E(1.) Reports – Financial Reports

All ETA award recipients are required to submit quarterly financial and narrative progress reports for each award.

- 1) **Financial Reports.** All ETA award recipients are required to report financial data on the ETA-9130 Financial Report. Reporting quarter end dates are March 31, June 30, September 30, and December 31. ETA-9130 reports are due no later than 45 calendar days after the end of each specified reporting quarter. Due to the configuration of Payment Management System (PMS), the ETA-9130 financial report for the quarter ending March 31st is due on May 16th.

Quarter End Date	Quarterly ETA-9130 Due Date
March 31 st	May 16 th
June 30 th	August 15 th
September 30 th	November 15 th
December 31 st	February 15 th

A final financial report must be submitted no later than 120 calendar days after the quarter encompassing the award end date ends, or 120 calendar days after the completion of the quarter in which all funds have been expended, whichever comes first. For additional guidance on ETA's financial reporting, reference [ETA-9130 Financial Reporting Resources](#).

The instructions for accessing both the online financial reporting system and cash drawdowns using the HHS PMS can be found in the transmittal memo accompanying this NOA.

E(2.) Reports – Narrative Progress Reports

- 1) **Narrative Progress Reports.** Award recipients are required to submit quarterly and final narrative reports on grant activities funded under this award. All reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31.
 - a) The last quarterly progress report that award recipients submit will serve as the grant's Final Performance Report. This report should provide both *quarterly and cumulative* information on the award's activities. It must summarize project activities, employment outcomes and other deliverables, and related results of the project.
 - b) The award recipient shall use any standard forms and instructions to report on training and employment outcomes and other data relating to the progress reports as provided by ETA.
 - c) The award recipient shall utilize standard reporting processes and electronic reporting systems to submit their quarterly progress reports as provided by ETA.

E(3.) Federal Funding Accountability and Transparency Act (FFATA or Transparency Act)

The prime recipient is responsible for reporting quality subaward data to the Federal Funding Accountability and Transparency Act (FFATA) of 2006 Subaward Reporting System (FSRS) that is subsequently displayed on USAspending.gov. Federal award and subaward descriptions are critical to informing the public of Federal spending by providing the public with an understanding of the purpose of the Federal award provided to the recipient. Recipients should include descriptions about award-specific activities and avoid acronyms or Federal or agency-specific terminology.

Applicable to grants and cooperative agreements:

I. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION

(a) *Reporting of first-tier subawards* —

(1) *Applicability.* Unless the recipient is exempt as provided in paragraph (d) of this award term, the recipient must report each subaward that equals or exceeds \$30,000 in Federal funds for a subaward to an entity or Federal agency. The recipient must also report a subaward if a modification increases the Federal funding to an amount that equals or exceeds \$30,000. All reported subawards should reflect the total amount of the subaward.

(2) *Reporting Requirements.* (i) The entity or Federal agency must report each subaward described in paragraph (a)(1) of this award term to the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) at <http://www.fsrs.gov>.

(ii) For subaward information, report no later than the end of the month following the month in which the subaward was issued. (For example, if the subaward was made on November 7, 2025, the subaward must be reported by no later than December 31, 2025).

(b) *Reporting total compensation of recipient executives for entities* —

(1) *Applicability.* The recipient must report the total compensation for each of the recipient's five most highly compensated executives for the preceding completed fiscal year if:

(i) The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000;

(ii) in the preceding fiscal year, the recipient received:

(A) 80 percent or more of the recipient's annual gross revenues from Federal procurement contracts (and subcontracts) and Federal awards (and subawards) subject to the Transparency Act; and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal awards (and subawards) subject to the Transparency Act; and,

(iii) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 ([15 U.S.C. 78m\(a\), 78o\(d\)](#)) or section 6104 of the Internal Revenue Code of 1986 after receiving this subaward. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

(2) *Reporting Requirements.* The recipient must report executive total compensation described in paragraph (b)(1) of this appendix:

(i) As part of the recipient's registration profile at <https://www.sam.gov>.

(ii) No later than the month following the month in which this Federal award is made, and annually after that. (For example, if this Federal award was made on November 7, 2025, the executive total compensation must be reported by no later than December 31, 2025.)

(c) *Reporting of total compensation of subrecipient executives—*

(1) *Applicability.* Unless a first-tier subrecipient is exempt as provided in paragraph (d) of this appendix, the recipient must report the executive total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if:

- (i) The total Federal funding authorized to date under the subaward equals or exceeds \$30,000;
- (ii) In the subrecipient's preceding fiscal year, the subrecipient received:
 - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal awards (and subawards) subject to the Transparency Act; and,
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal awards (and subawards) subject to the Transparency Act; and
- (iii) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 ([15 U.S.C. 78m\(a\), 78o\(d\)](#)) or section 6104 of the Internal Revenue Code of 1986 after receiving this subaward. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

(2) *Reporting Requirements.* Subrecipients must report to the recipient their executive total compensation described in paragraph (c)(1) of this appendix. The recipient is required to submit this information to the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) at <http://www.fsrs.gov> no later than the end of the month following the month in which the subaward was made. (For example, if the subaward was made on November 7, 2025, the subaward must be reported by no later than December 31, 2025).

(d) *Exemptions.* (1) A recipient with gross income under \$300,000 in the previous tax year is exempt from the requirements to report:

- (i) Subawards, and
- (ii) The total compensation of the five most highly compensated executives of any subrecipient.

(e) *Definitions.*

For purposes of this award term:

Entity includes:

- (1) Whether for profit or nonprofit:
 - (i) A corporation;
 - (ii) An association;
 - (iii) A partnership;

- (iv) A limited liability company;
- (v) A limited liability partnership;
- (vi) A sole proprietorship;
- (vii) Any other legal business entity;
- (viii) Another grantee or contractor that is not excluded by subparagraph (2); and
- (ix) Any State or locality;
- (2) Does not include:
 - (i) An individual recipient of Federal financial assistance; or
 - (ii) A Federal employee.

Executive means an officer, managing partner, or any other employee holding a management position.

Subaward has the meaning given in [2 CFR 200.1](#).

Subrecipient has the meaning given in [2 CFR 200.1](#).

Total Compensation means the cash and noncash dollar value an executive earns during an entity's preceding fiscal year. This includes all items of compensation as prescribed in [17 CFR 229.402\(c\)\(2\)](#).

E(4.) Integrity and Performance Matters – FAPIIS

I. REPORTING OF MATTERS RELATED TO RECIPIENT INTEGRITY AND PERFORMANCE

(a) *General Reporting Requirement.*

(1) If the total value of your active grants, cooperative agreements, and procurement contracts from all Federal agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient must ensure the information available in the responsibility/qualification records through the System for Award Management (*SAM.gov*), about civil, criminal, or administrative proceedings described in paragraph (b) of this award term is current and complete. This is a statutory requirement under section 872 of [Public Law 110-417](#), as amended ([41 U.S.C. 2313](#)). As required by section 3010 of [Public Law 111-212](#), all information posted in responsibility/qualification records in *SAM.gov* on or after April 15, 2011 (except past performance reviews required for Federal procurement contracts) will be publicly available.

(b) *Proceedings About Which You Must Report.*

(1) You must submit the required information about each proceeding that—

- (i) Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
- (ii) Reached its final disposition during the most recent five-year period; and
- (iii) Is one of the following—
 - (A) A criminal proceeding that resulted in a conviction;
 - (B) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - (C) An administrative proceeding that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - (D) Any other criminal, civil, or administrative proceeding if—
 - (1) It could have led to an outcome described in paragraph (b)(1)(iii)(A) through (C);
 - (2) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - (3) The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.

(c) *Reporting Procedures.* Enter the required information in *SAM.gov* for each proceeding described in paragraph (b) of this award term. You do not need to submit the information a second time under grants and cooperative agreements that you received if you already provided the information in *SAM.gov* because you were required to do so under Federal procurement contracts that you were awarded.

(d) *Reporting Frequency.* During any period of time when you are subject to the requirement in paragraph (a) of this award term, you must report proceedings information in *SAM.gov* for the most recent five-year period, either to report new information about a proceeding that you have not reported previously or affirm that there is no new information to report. If you have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, you must disclose semiannually any information about the criminal, civil, and administrative proceedings.

(e) *Definitions.* For purposes of this award term—

Administrative proceeding means a non-judicial process that is adjudicatory in nature to make a determination of fault or liability (for example, Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals

proceedings). This includes proceedings at the Federal and State level but only in connection with the performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

Conviction means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

Total value of currently active grants, cooperative agreements, and procurement contracts includes the value of the Federal share already received plus any anticipated Federal share under those awards (such as continuation funding).

E(5.) Audits

Single (organization-wide) or program-specific audits must be performed in accordance with 2 CFR part 200, subpart F, the Audit Requirements of the Uniform Guidance. Non-federal entities (as defined in 2 CFR 200.1) that expend \$1,000,000 or more in a year from any Federal awards must have an audit conducted for that year in accordance with the requirements contained in subpart F. All other audit reports are submitted through the Federal Audit Clearinghouse.

The updated audit and major program determination thresholds of \$1,000,000 apply to grant recipient fiscal years beginning on or after October 1, 2024.

For fiscal years beginning before October 1, 2024, auditors must adhere to the version of the Uniform Guidance in effect prior to October 1 and must not apply any compliance requirements from the 2024 Uniform Guidance revisions.

For grant recipients who would like an extension on their audit report submission, they should first contact their assigned FPOs.

All submissions will need to be made through the [new FAC \(Federal Audit Clearinghouse\)](#) hosted by GSA.

E(6.) Closeout/Final Year Requirements

At the end of the grant period, the award recipient will be required to close the grant with the DOL. The grant award and cooperative agreement recipient will be notified approximately 15 days prior to the end of the period of performance that the closeout process will begin when the period of performance ends. See ETA's [Grant Closeout](#) webpage for further information on the closeout process. The recipient's responsibilities at closeout may be found at 2 CFR 200.344. During the closeout process, the award recipient must be able to provide documentation for all direct and indirect costs that are incurred. For instance, if an organization is claiming indirect costs, the required documentation is a NICRA or CAP issued by the award recipient's FCA. For those

approved to utilize a de minimis rate for indirect costs, the grant agreement or cooperative agreement is sufficient documentation. Not having documentation for direct or indirect costs will result in costs being disallowed and subject to debt collection.

Administrative costs associated with the closeout activities of a Federal award (for example, salaries of personnel preparing final reports, publication and printing costs, costs associated with the disposition of equipment and property, and related indirect costs) are allowable through your NICRA, CAP, de minimis, or directly charged, as applicable, before the final Federal financial report is due (see 2 CFR 200.472(b)). Such costs cannot exceed any administrative cost limitation. The only liquidation that can occur during closeout is the liquidation of accrued expenditures (NOT financial obligations) for goods and/or services received during the period of performance specified in this award (see 2 CFR 2900).

PART F: NATIONAL POLICY AND RESTRICTIONS

F(1.) Architectural Barriers

The Architectural Barriers Act of 1968, 42 U.S.C. 4151 et seq., as amended, the Federal Property Management Regulations (see 41 CFR 102-76), and the Uniform Federal Accessibility Standards issued by the U.S. General Services Administration (GSA) (see 36 CFR 1191, Appendixes C and D) set forth requirements to make facilities accessible to, and usable by, the physically handicapped and include minimum design standards. All new facilities designed or constructed with grant support must comply with these requirements.

F(2.) Domestic Preferences for Procurements and the Build America, Buy America Act

The recipient or subrecipient should, to the greatest extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of 2 CFR 200.322 must be included in all subawards, contracts, and purchase orders under this award.

For purposes of the paragraph above:

(1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

WIOA title I funds and Wagner-Peyser Act Employment Service funds: these funds must be expended consistent with the requirements of 41 U.S.C. 8301-8303, commonly referred to as the Buy American Act (BAA). See WIOA section 502(a), 29 U.S.C. 3342(a). In the case of any equipment or product that may be authorized to be purchased with financial assistance provided using funds made available under WIOA title I or the Wagner-Peyser Act (29 U.S.C. 49 et seq.), it is the sense of Congress that entities receiving the assistance should, in expending the assistance, purchase only American-made equipment and products.

Non-WIOA title I and non-Wagner Peyser Act Employment Service funds for infrastructure projects: On November 12, 2021, the Build America, Buy America Act (BABAA) was enacted (Public Law 117-58, title IX, subtitle A). For infrastructure projects as defined in section 70912 and 2 CFR 184.3 and 184.4(c) and (d), recipients and subrecipients of non-WIOA title I and non-Wagner Peyser Act Employment Service funds must comply with the requirements of the BABAA (see sections 70911-70917) and OMB's implementing guidance at 2 CFR part 184. Section 70914 of the BABAA provides that none of the funds made available for a Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States. This domestic content procurement preference in BABAA section 70914 must be included in all subawards, contracts, and purchase orders for the work performed, or products supplied using these funds. The OMB guidance in part 184 is effective for awards made on or after October 23, 2023. For awards made between May 14, 2022 and October 22, 2023, recipients and subrecipients are subject to OMB Memorandum M-22-11.

F(3.) Drug-Free Workplace

The Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR 182 require that all award recipients receiving awards from any Federal agency maintain a drug-free workplace. The award recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension, termination, or debarment.

F(4.) Flood Insurance

The Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4001 *et seq.*, provides that no Federal financial assistance to acquire, modernize, or construct property may be provided in communities in the United States identified as flood-prone, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the identification. The flood insurance purchase requirement applies to both public and private applicants for the DOL support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by Federal Emergency Management Agency (FEMA).

F(5.) Intellectual Property Rights, Open Licensing Rights, and the Bayh-Dole Act

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: the copyright in all products developed under the grant, including a subgrant or contract under the grant or subgrant; and any rights of copyright to which the award 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.

Federal funds may not be used 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 DOL has a license or rights of free use in such work, although they may be used to pay costs for obtaining a copy which is limited to the developer/seller costs of copying and shipping.

If revenues are generated by selling products developed with grant funds, including intellectual property, these revenues are considered as program income. Program income must be used in accordance with the provisions of this grant award and 2 CFR 200.307.

The following language must be on all workforce 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 (DOL) ’s Employment and Training Administration. The product was created by the recipient and does not necessarily reflect the official position of DOL. DOL 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.”

As required at 2 CFR Part 2900, any intellectual property developed under a discretionary Federal award process must be in a format readily accessible and available for open licensing to the public, which allows subsequent users to copy, distribute, transmit and adapt the copyrighted work and attribute the work in the manner specified by the recipient.

All small business firms, and non-profit organizations (as defined in the link below, and including Institutions of Higher Education) must adhere to the Bayh-Dole Act, which requirements are provided at 37 CFR 401.3(a) and at [Bayh-Dole Act Required ETA Grant Term](#). To summarize, these requirements describe the ownership of intellectual property rights and the government’s nonexclusive, nontransferable, irrevocable, paid-up license to use any invention conceived or first actually reduced to practice in the performance of work under this grant

award. These requirements are in addition to those found in the Intellectual Property Rights term above.

F(6.) Public Communications – Certain Information Requirement

Pursuant to Public Law (Pub.L.) 118-47, Division D, Title V, Section 505, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all recipients and subrecipients receiving Federal funds shall clearly state:

- 1) The percentage of the total costs of the program or project which will be financed with Federal money;
- 2) The dollar amount of Federal funds for the project or program; and
- 3) The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

The requirements of this term are separate from those in 2 CFR Part 200 and, when applicable, both must be complied with.

F(7.) Participant Minimum Age

Pursuant to Pub.L. 118-47, Division D, Title I, Section 104, funds made available under section 414(c) of the American Competitiveness and Workforce Improvement Act of 1998 (29 U.S.C. 3224a) must only be used for training individuals and for the related activities necessary to support such training. This training must be in the occupations and industries for which employers are using H-1B visas to hire foreign workers, and it must be provided only to individuals who are older than 16 years of age and who are not currently enrolled in a school within a local educational agency.

F(8.) Equitable Delivery of Government Benefits and Equal Protection

The Department of Labor (Labor) seeks to affirmatively advance equity, civil rights and equal opportunity in the policies, programs, and services it provides. Therefore, consistent with Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, grant award and cooperative agreement recipients must execute the terms and conditions of their award in a manner that advances equity for all, including people of color and others who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality. This extends to all award activities including, but not limited to, service delivery, selection of subrecipients and contractors, and procurement of goods and services. Government programs are designed to serve all eligible individuals. As an expectation, the Department of Labor's award recipients should make the goods and services they provide widely available with the goal of effectively serving a diverse population of eligible individuals; fairly, justly, and impartially in administering the grant award. Award recipients are encouraged to engage in contracting and subcontracting for goods and services related to performing the terms and conditions of their grants in such a way to achieve equity.

The term “equity” means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.”

F(9.) Harassment Prohibited

The award recipient and any subrecipients are prohibited from engaging in harassment of an individual based on race, color, religion, sex, national origin, age, disability, or political affiliation or belief, or, for beneficiaries, applicants, and participants only, based on citizenship status or participation in any WIOA Title I-financially assisted program or activity. Harassing conduct of this type is a violation of the nondiscrimination provisions of WIOA and of 29 CFR Part 38.

1. Unwelcome sexual advances, requests for sexual favors, or offensive remarks about a person's race, color, religion, sex, national origin, age, disability, political affiliation or belief, or citizenship or participation, and other unwelcome verbal or physical conduct based on one or more of these protected categories constitutes unlawful harassment on that basis(es) when:
 - i. Submission to such conduct is made either explicitly or implicitly a term or condition of accessing the aid, benefit, service, or training of, or employment in the administration of or in connection with, any WIOA title I-financially assisted program or activity; or
 - ii. Submission to, or rejection of, such conduct by an individual is used as the basis for limiting that individual's access to any aid, benefit, service, training, or employment from, or employment in the administration of or in connection with, any WIOA Title I-financially assisted program or activity; or
 - iii. Such conduct has the purpose or effect of unreasonably interfering with an individual's participation in a WIOA Title I-financially assisted program or activity creating an intimidating, hostile or offensive program environment.
2. Harassment because of sex includes harassment based on gender identity or sexual orientation; harassment based on failure to comport with sex stereotypes; and harassment based on pregnancy, childbirth, and related medical conditions. Sex-based harassment may include harassment that is not sexual in nature but that is because of sex or where one sex is targeted for the harassment.

F(10.) Equal Participation of Faith-Based Organizations and Written Notice of Beneficiary Protections

On March 4, 2024, the United States Department of Labor, along with eight other agencies, issued the final rule Partnerships With Faith-Based and Neighborhood Organizations. The rule is available at 29 CFR 2.30 through 2.41.

- (a) Under this final rule, a faith-based organization that participates in this award program retains its independence from Federal, State, and local Governments and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law.
- (b) A faith-based organization may not use direct Federal financial assistance, whether received through an award or subaward, to support or engage in any explicitly religious activities. An organization receiving Federal financial assistance also must not, in providing services funded by DOL, or in conducting outreach activities related to such services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.
- (c) *Notice to beneficiaries of programs supported by direct Federal financial assistance.* Any organization providing services to beneficiaries under programs supported by direct Federal financial assistance from DOL, and any entity responsible for disbursing Federal funds as part of a program of indirect Federal financial assistance administered by DOL, must give the written notice shown below to beneficiaries and prospective beneficiaries:

Name of Organization:

Name of Program:

Type of Federal Financial Assistance: Direct

Contact Information for Program Staff: (provide name, phone number, and email address, if appropriate)

Because this program is supported in whole or in part by financial assistance from the Federal Government, we are required to let you know that:

- (1) We may not discriminate against you on the basis of religion, a religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice;

(2) We may not require you to attend or participate in any explicitly religious activities (including activities that involve overt religious content such as worship, religious instruction, or proselytization) that are offered by our organization, and any participation by you in such activities must be purely voluntary;

(3) We must separate in time or location any privately funded explicitly religious activities (including activities that involve overt religious content such as worship, religious instruction, or proselytization) from activities supported with direct Federal financial assistance;

(4) You may report violations of these protections, including any denials of services or benefits by an organization, by contacting or filing a written complaint with the U.S. Department of Labor's Civil Rights Center, 200 Constitution Avenue NW, Room N-4123, Washington, DC 20210, or by email to CRCEXternalComplaints@dol.gov; and

(5) If you would like to seek information about whether there are any other federally funded organizations that provide these kinds of services in your area, please call toll-free 1-877-US2-JOBS (1-877-872-5627) or TTY 1-877-889-5627.

This written notice must be given to you before you enroll in the program or receive services from the program, unless the nature of the service provided or exigent circumstances make it impracticable to provide such notice before we provide the actual service. In such an instance, this notice must be given to you at the earliest available opportunity.

F(11.) Personally Identifiable Information

The award recipient(s) must recognize and safeguard Personally Identifiable Information (PII) except where disclosure is allowed by prior written approval of the Grant Officer or by court order. Award recipients must meet the requirements in [TEGL No. 39-11, Guidance on the Handling and Protection of PII](#).

In accordance with [TEN 21-23](#), if it is the practice of the grant recipient to publish NOAs on a website accessible to the public, the Department recommends that the grant recipient redact or mask the Payment System ID to prevent unauthorized use of your accounts by fraudsters. Grant award or cooperative agreement recipients should email regenia.mitchell@psc.hhs.gov if they find that payments have been paid to a bank account other than their registered bank account. The subject line should read: Urgent! Payment Request Deposited to Incorrect Bank Account.

F(12.) Publicity and Lobbying/Advocacy

Publicity - Pursuant to Pub.L. 118-47, Division D, Title V, Section 503, the award recipient is not authorized to use any funds provided under this award—other than for normal and recognized executive–legislative relationships—for publicity or propaganda

purposes, for the preparation, distribution or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation, designed to support or defeat legislation pending before the Congress or any state or local legislature or legislative body, except in presentation to the Congress or any state or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government, except in presentation to the executive branch of any state or local government itself.

Lobbying/Advocacy - Pub.L. 118-47, Division D, Title V, Section 503, no federal funds may be used to pay the salary or expenses of any grant recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or executive order proposed or pending before the Congress or any state government, state legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local or tribal government in policymaking and administrative processes within the executive branch of that government.

F(13.) Veterans' Priority Provisions

38 U.S.C.4215 requires award recipients or subrecipients to provide priority 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 the DOL. The regulations implementing this priority of service can be found at 20 CFR Part 1010. In circumstances where an award recipient or subrecipient 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 award recipient or subrecipient 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. Award recipients and subrecipients must comply with the DOL guidance on veterans' priority. ETA's [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.

F(14.) Waste, Fraud and Abuse

No entity receiving Federal funds may require employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

F(15.) Whistleblower Protection

All employees working for contractors, grant recipients, subcontractors, subgrantees/subrecipients, and recipients of cooperative agreements working on this Federal award are subject to the whistleblower rights and remedies established at 41 U.S.C. 4712. The award recipient shall inform its employees and applicable contractors and subrecipients, in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in 3.900 through 3.906 of the Federal Acquisition Regulation. The award recipient shall insert the substance of this clause in all subawards and contracts over the Simplified Acquisition Threshold.

F(16.) Executive Order 12928 – Historically Black Colleges and Universities and other Minority Institutions such as Hispanic-Serving Institutions and Tribal Colleges and Universities

Pursuant to Executive Order (EO) 12928, the award recipient is strongly encouraged to provide subcontracting/subgranting opportunities to Historically Black Colleges and Universities and other Minority Institutions such as Hispanic-Serving Institutions and Tribal Colleges and Universities; and to Small Businesses Owned and Controlled by Socially and Economically Disadvantaged Individuals.

F(17.) Executive Order 13043 - Increasing Seat Belt Use

Pursuant to EO 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the award recipients are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

F(18.) Executive Order 13166 - Improving Access to Services for Persons with Limited English Proficiency

As clarified by EO 13166, Improving Access to Services for Persons with Limited English Proficiency, dated August 11, 2000, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, award recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs in accordance with [DOL's Policy Guidance on the Prohibition of National Origin Discrimination as it Affects Persons with Limited English Proficiency](#), 68 FR 32289 (May 29, 2003). Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Award recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and activities. For assistance and information regarding your LEP obligations, go to LEP.gov.

F(19.) Executive Order 13513 - Federal Leadership On Reducing Text Messaging While Driving

Pursuant to EO 13513, Federal Leadership On Reducing Text Messaging While Driving, dated October 1, 2009, award recipients and subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving company-owned or -rented vehicles or government-owned vehicles (GOV), or while driving privately-owned vehicles (POV) when on official Government business or when performing any work for or on behalf of the Government. Award recipients and subrecipients are also encouraged to conduct initiatives of the type described in section 3(a) of this order.

F(20.) Procurement

The Procurement Standards found in the Uniform Guidance at 2 CFR 200.318-327 require all award recipients and subrecipients to conduct procurement transactions in a manner that promotes full and open competition. The award recipient's description in the SOW of a specific entity that will provide goods or services does not constitute approval or justification of sole-source procurement from this entity.

The Uniform Guidance (at 2 CFR 200.317) requires States and Indian Tribes (as defined in 2 CFR 200.1) to follow the same procurement policies and procedures it uses for non-Federal funds. If such policies and procedures do not exist, States and Indian Tribes must follow the procurement standards in 200.318 through 200.327. When the State and Indian Tribes have their own policies, they must also comply with 2 CFR 200.321, 200.322, 200.323, and 200.327. All other recipients and subrecipients, including subrecipients of a State or Indian Tribe, must follow the procurement standards in 200.318 through 200.327.

PART G: NATIONAL PROHIBITIONS AND OTHER RESTRICTIONS

G(1.) Contracting with Corporations with Felony Criminal Convictions Prohibited

The award recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

G(2.) Contracting with Corporations with Unpaid Tax Liabilities Prohibited

The award recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

G(3.) Trafficking in Persons Prohibited

2 CFR 175.200 establishes a government-wide award term for grants and cooperative agreements to implement the requirement in regard to Trafficking in persons.

a) *Provisions applicable to a recipient that is a private entity.*

1. Under this award, the recipient, its employees, subrecipients under this award, and subrecipient's employees must not engage in:—
 - i. Severe forms of trafficking in persons; or
 - ii. The procurement of a commercial sex act during the period of time that this award or any subaward is in effect; or
 - iii. The use of forced labor in the performance of this award or any subaward; or
 - iv. Acts that directly support or advance trafficking in persons, including the following acts:
 - (A) Destroying, concealing, removing, confiscating, or otherwise denying an employee access to that employee's identity or immigration documents;
 - (B) Failing to provide return transportation or pay for return transportation costs to an employee from a country outside the United States to the country from which the employee was recruited upon the end of employment if requested by the employee, unless:
 - (1) Exempted from the requirement to provide or pay for such return transportation by the Federal department or agency providing or entering into the grant or cooperative agreement; or
 - (2) The employee is a victim of human trafficking seeking victim services or legal redress in the country of employment or a witness in a human trafficking enforcement action;
 - (C) Soliciting a person for the purpose of employment, or offering employment, by means of materially false or fraudulent pretenses, representations, or promises regarding that employment;
 - (D) Charging recruited employees a placement or recruitment fee; or
 - (E) Providing or arranging housing that fails to meet the host country's housing and safety standards.
2. DOL as the Federal awarding agency may unilaterally terminate this award or take any remedial actions authorized by 22 U.S.C. 7104b(c), without penalty, if any private entity under this award:
 - i. Is determined to have violated a prohibition in paragraph a)1. of this award term; or
 - ii. Has an employee who is determined to have violated a prohibition in paragraph a)1. of this award term through conduct that is either—
 - (A) Associated with performance under this award; or

- (B) Imputed to you (the recipient) or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 CFR Part 2998.
- b. *Provision applicable to a recipient other than a private entity.*
 - 1. DOL as the Federal awarding agency may unilaterally terminate this award or take any remedial actions authorized by 22 U.S.C. 7104b(c), without penalty, if a subrecipient that is a private entity under this award—
 - i. Is determined to have violated a prohibition in paragraph a)1. of this award term; or
 - ii. Has an employee who is determined to have violated a prohibition in paragraph a)1. of this award term through conduct that is either—
 - (A). Associated with performance under this award; or
 - (B). Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 29 CFR Part 98.
- c. *Provisions applicable to any recipient.*
 - 1. The recipient must inform DOL and the DOL Office of the Inspector General immediately of any information you (the recipient) receive from any source alleging a violation of a prohibition in paragraph a)1. of this award term.
 - 2. DOL’s right to unilaterally terminate this award as described in paragraph a.2 or b.1 of this award term:
 - i. Implements the requirements of 22 U.S.C. 78, and
 - ii. Is in addition to all other remedies for noncompliance that are available to DOL under this award.
 - 3. The award recipient must include the requirements of paragraph a)1. of this award term in any subaward the award recipient makes to a private entity.
- d. *Definitions.* For purposes of this award term:
 - 1. “Employee” means either:
 - i. An individual employed by the award recipient or a subrecipient who is engaged in the performance of the project or program under this award; or
 - ii. Another person engaged in the performance of the project or program under this award and not compensated by the recipient including, but not limited to, a volunteer or individual whose services are contributed by a third party

as an in-kind contribution toward cost sharing requirements.

2. “Private Entity” means any entity, including for-profit organizations, nonprofit organizations, institutions of higher education, and hospitals. The term does not include foreign public entities, Indian Tribes, local governments, or states as defined in 2 CFR 200.1.
3. The terms “severe forms of trafficking in persons,” “commercial sex act,” “sex trafficking,” “Abuse or threatened abuse of law or legal process,” “coercion,” “debt bondage,” and “involuntary servitude” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

PART H: ATTACHMENTS

H(1.) [Attachment A: SF-424](#)

H(2.) [Attachment B: SF-424A](#)

H(3.) [Attachment C: Budget Narrative](#)

H(4.) [Attachment D: Statement of Work](#)

H(5.) [Attachment E: Payment Management System Access Letter](#)

H(6.) [Attachment F: Indirect Cost Rate and Cost Allocation Plan](#)

Attachment A: SF-424

Application for Federal Assistance SF-424																																			
* 1. Type of Submission: ☐ Preapplication ☒ Application ☐ Changed/Corrected Application		* 2. Type of Application: ☒ New ☐ Continuation ☐ Revision																																	
		* If Revision, select appropriate letter(s): * Other (Specify): 																																	
* 3. Date Received: 07/01/2024		4. Applicant Identifier: 																																	
5a. Federal Entity Identifier: 		5b. Federal Award Identifier: 																																	
State Use Only:																																			
6. Date Received by State:		7. State Application Identifier:																																	
8. APPLICANT INFORMATION:																																			
* a. Legal Name: City and County of Denver																																			
* b. Employer/Taxpayer Identification Number (EIN/TIN): 84-6000580		* c. UEI: WP3QXJ87RYH3																																	
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Department Name: DEDO		Division Name: Denver Workforce Development																																	
f. Name and contact information of person to be contacted on matters involving this application:																																			
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Prefix:</td> <td> </td> <td style="width: 10%;">* First Name:</td> <td> Tony </td> </tr> <tr> <td>Middle Name:</td> <td colspan="3"> </td> </tr> <tr> <td>* Last Name:</td> <td colspan="3"> Anderson </td> </tr> <tr> <td>Suffix:</td> <td colspan="3"> </td> </tr> <tr> <td>Title:</td> <td colspan="3"> Chief Workforce Development Officer </td> </tr> <tr> <td>Organizational Affiliation:</td> <td colspan="3"> </td> </tr> <tr> <td>* Telephone Number:</td> <td> 7209135410 </td> <td>Fax Number:</td> <td> </td> </tr> <tr> <td>* Email:</td> <td colspan="3"> tony.anderson@denvergov.org </td> </tr> </table>				Prefix:		* First Name:	Tony	Middle Name:				* Last Name:	Anderson			Suffix:				Title:	Chief Workforce Development Officer			Organizational Affiliation:				* Telephone Number:	7209135410	Fax Number:		* Email:	tony.anderson@denvergov.org		
Prefix:		* First Name:	Tony																																
Middle Name:																																			
* Last Name:	Anderson																																		
Suffix:																																			
Title:	Chief Workforce Development Officer																																		
Organizational Affiliation:																																			
* Telephone Number:	7209135410	Fax Number:																																	
* Email:	tony.anderson@denvergov.org																																		

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Employment and Training Administration

11. Catalog of Federal Domestic Assistance Number:

17.268

CFDA Title:

H-1B Job Training Grants

* 12. Funding Opportunity Number:

FOA-ETA-23-31

* Title:

DOL Building Pathways to Infrastructure Jobs Grant Program

13. Competition Identification Number:

FOA-ETA-23-31

Title:

DOL Building Pathways to Infrastructure Jobs Grant Program

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Technology Employment in Colorado Partnership (TECP) 3.0

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant	CO-001
* b. Program/Project	CO-001
Attach an additional list of Program/Project Congressional Districts if needed.	
	Add Attachment Delete Attachment View Attachment
17. Proposed Project:	
* a. Start Date:	10/01/2024
* b. End Date:	09/30/2029
18. Estimated Funding (\$):	
* a. Federal	5,000,000.00
* b. Applicant	1,250,000.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	6,250,000.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .	
☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
☒ c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
☐ Yes ☒ No	
If "Yes", provide explanation and attach	
	Add Attachment Delete Attachment View Attachment
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)	
☒ ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix:	Ms.
* First Name:	Brenda
Middle Name:	
* Last Name:	Richey
Suffix:	
* Title:	Chief Financial Officer
* Telephone Number:	7209135411
Fax Number:	
* Email:	brenda.richey@denvergov.org
* Signature of Authorized Representative:	Fanta Harkiso
* Date Signed:	07/01/2024

Attachment B: SF-424A

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Building Pathways to Infrastructure Jobs Grant	17.268	\$	\$	\$ 5,000,000.00	\$	\$ 5,000,000.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 5,000,000.00	\$	\$ 5,000,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Building Pathways to Infrastructure Jobs Grant				
a. Personnel	\$ 949,116.95	\$	\$	\$	\$ 949,116.95
b. Fringe Benefits	294,226.25				294,226.25
c. Travel	5,000.00				5,000.00
d. Equipment					
e. Supplies	5,000.00				5,000.00
f. Contractual	3,616,322.40				3,616,322.40
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	4,869,665.60				\$ 4,869,665.60
j. Indirect Charges	130,334.40				\$ 130,334.40
k. TOTALS (sum of 6i and 6j)	\$ 5,000,000.00	\$	\$	\$	\$ 5,000,000.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	Building Pathways to Infrastructure Jobs Grant	\$ 1,250,000.00	\$	\$	\$ 1,250,000.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$ 1,250,000.00	\$	\$	\$ 1,250,000.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 1,000,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$ 1,000,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b)First	(c) Second	(d) Third	(e) Fourth
16.	Building Pathways to Infrastructure Jobs Grant	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:	\$4,869,665.60	22. Indirect Charges:	\$130,334.40
23. Remarks:			

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Attachment C: Budget Narrative

TEC-P 3.0 Budget and Budget Narrative

Five-Year Budget Summary:

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
PERSONNEL	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$949,116.95
FRINGE BENEFITS	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$294,226.25
TRAVEL	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
EQUIPMENT	-	-	-	-	-	\$0.00
SUPPLIES	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
CONTRACTUAL	\$723,264.48	\$723,264.48	\$723,264.48	\$723,264.48	\$723,264.48	\$3,616,322.40
CONSTRUCTION	-	-	-	-		\$0.00
OTHER	-	-	-	-		\$0.00
TOTAL DIRECT	\$973,933.12	\$973,933.12	\$973,933.12	\$973,933.12	\$973,933.12	\$4,869,665.60
INDIRECT	\$26,066.88	\$26,066.88	\$26,066.88	\$26,066.88	\$26,066.88	\$130,334.40
TOTAL	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$5,000,000.00

Five-Year Budget Detail:

A. Personnel. Total: \$949,116.95

**Year 1: \$189,823.39 Year 2: \$189,823.39 Year 3: \$189,823.39 Year 4: \$189,823.39
Year 5: \$189,823.39**

- 1. TEC-P Project Manager** Chris Berthiaume, (1 FTE x \$119841.50/year = \$119841.50), will be responsible for overall project management. The project manager will oversee all aspects of the program and will manage the contract service providers, coordinate with CUWA facilitator on sector development/expansion, career pathway development convenings; develop and manage project plans to achieve deliverables for program activities; identifying project barriers/constraints/risks and providing recommendations to mitigate; operating project communication plan; facilitating improvement efforts; and managing key TEC-P work plan and outcomes, including quarterly reporting and liaising with the DOL Project Officer. The TEC-P Project Manager will devote 100% of their time to the program and it will be fully funded through the TEC-P grant.
- 2. Project Administrator** Dominique Williams, (.25 FTE x \$75031.20/year = \$18757.80), supports the project manager in overseeing all grant specifications are met, serving as the primary liaison in supporting and facilitating implementation across all grant partners. Coordinates marketing efforts for employers and participants, including outreach approach and materials. Provide administrative support for project advisory meetings, facilitate career pathway development convenings and sub-committee meetings, and operationalize all processes and procedures across partners. They will devote 25% of

their time toward the project and will be funded 25% through the TEC-P grant.

3. **Data / Quality Assurance Analyst:** Elaine Lint-Scott (.3 FTE x \$95746.96/year= \$28,724.09) will ensure the timely and accurate data reporting and quality assurance management of the TEC-P project. They will provide data oversight and reporting, including management of programmatic processes in alignment with the city, state, and federal required procurement procedures for DOL-funded grants. The Quality Assurance Analyst will devote 30 percent of their time toward the project, and 30 percent of the position will be funded through the TEC-P 3.0 grant.
4. **Fiscal Administrator: Eric Barela,** (.25 FTE x \$90,000.00/year=\$22,500.00) will ensure that all invoices are received and processed in accordance with the fiscal rules and regulations of the grant. Will be responsible for monthly, quarterly, yearly, and final financial reporting. Will work directly with contractors and local area fiscal representatives to provide support and technical assistance. The Fiscal Administrator will devote 25% of their time toward the project and 25% of the position will be funded through the TEC-P 3.0 grant.
5. **Employer Services Liaison: Ross Gothelf,** (0 FTE) currently serves as a co-convenor of the Tech Talent Denver Sector Partnership, which focuses on addressing talent needs in the Denver Metro Region by generating discussion and action amongst tech industry leaders, public partners, and higher education/training providers. In coordination with our industry co-chairs and Colorado Technology Association, we will convene Executive Roundtables and quarterly meetings to collectively develop and implement solutions to industry's most pressing tech talent issues. The partnership with Colorado Technology Association will also support convening an ongoing work group to promote and improve the tech ecosystem across the State of Colorado. The Employer Services Liaison will devote 25% of their time toward the project and 0% of the position will be funded through the TEC-P 3.0 grant.

B. Fringe Benefits. Total: \$294,226.25

Year 1: \$58,845.25 Year 2: \$58,845.25 Year 3: \$58,845.25 Year 4: \$58,845.25 Year 5: \$58,845.25

Fringe Benefits are calculated at 31% for personnel base salary. These benefits include 7.3% for retirement, 7.65% for FICA and 16.05% for health, dental, disability and life insurance.

C. Travel. Total: \$5,000.00

Year 1: \$1,000.00 Year 2: \$1,000.00 Year 3: \$1,000.00 Year 4: \$1,000.00 Year 5: \$1,000.00

Travel costs include mileage costs (\$.575 per mile x 72.47 miles per month x 12 months x 2 staff members) for the program manager and program administrator for meeting with all partner organizations across the state.

D. Equipment. \$0.00

E. Supplies. Total: \$5,000.00

Year 1: \$1,000.00 Year 2: \$1,000.00 Year 3: \$1,000.00 Year 4: \$1,000.00
Year 5: \$1,000.00

The TEC-P 2.0 supply costs include office supplies and other supplies needed for direct participants services, and the total supply costs listed above include an allocation for each contractor who will be providing direct service (see contractor sub-budgets below).

Breakdown as follows:

Office supplies (paper, pens, mouse pads, accessories, etc.): \$500 per year.

Printable media - (flyers, marketing, etc.): \$500 per year.

F. Contractual Services. Total: \$3,634,083.90

1. Regional Workforce Development Boards: \$3,616,322.40

The regional WDBs directly serve participants, partner with employers, and education providers to achieve program goals and objectives. Each of the regional WDBs will receive funding based on per-participant costs including workforce center personnel and administrative costs. These costs are summarized below, and the contractor sub-budgets are included at the conclusion of the budget narrative.

- **Denver Workforce Centers: \$1,808,161.20**

Year 1: \$361,632.24 Year 2: \$361,632.24 Year 3: \$361,632.24 Year 4:
 \$361,632.24 Year 5: \$361,632.24

Serving 300 participants

- **Colorado Rural Workforce Consortium: \$1,808,161.20**

Year 1: \$361,632.24 Year 2: \$361,632.24 Year 3: \$361,632.24 Year 4:
 \$361,632.24 Year 5: \$361,632.24

- **Serving 300 participants**

G. Construction. \$0.00

H. Other Costs. \$0.00

I. Total Direct Costs. Total: \$4,869,665.60

Year 1: \$973,933.12 Year 2: \$973,933.12 Year 3: \$973,933.12
 Year 4: \$973,933.12 Year 5: \$973,933.12

J. Indirect Costs. Total: \$130,334.40

Year 1: \$26,066.88 Year 2: \$26,066.88 Year 3: \$26,066.88 Year 4: \$26,066.88
Year 5: \$26,066.88

The TEC-P 3.0 request for indirect costs is calculated at 10 percent of direct costs. DEDO is electing to use the de minimis rate for indirect costs. The indirect cost rate of 10% is charged using the Modified Total Direct cost method under the Federal uniform Guidance requirement. The Modified Total Direct costs are calculated as total expense less expenses for equipment and property rent, client tuition, portion of each subaward amount in excess of \$25,000.00 and other participant or client support costs.

DEDO Modified Indirect Rate Calculation						
FOA-ETA-23-31	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	CUMULATIVE
PERSONNEL	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$949,116.95
FRINGE BENEFITS	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$294,226.25
TRAVEL	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
EQUIPMENT	-	-	-	-	-	\$0.00
SUPPLIES	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
Indirect Cap for Subs (2 Awards @\$25K)	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$50,000.00
CONSTRUCTION	-	-	-	-		\$0.00
OTHER	-	-	-	-		\$0.00
TOTAL DIRECT	\$260,668.64	\$260,668.64	\$260,668.64	\$260,668.64	\$260,668.64	\$1,303,343.20
INDIRECT	\$26,066.86	\$26,066.86	\$26,066.86	\$26,066.86	\$26,066.86	\$130,334.32
TOTAL	\$286,735.50	\$286,735.50	\$286,735.50	\$286,735.50	\$286,735.50	\$1,433,677.52

K. TOTAL Costs. \$5,000,000.00

Year 1: \$1,000,000.00 Year 2: \$1,000,000.00 Year 3: \$1,000,000.00

Year 4: \$1,000,000.00 Year 5: \$1,000,000.00

Amount and Scope of Leveraged Resources:

1. Leveraged Resources Total: \$1,250,000.00 or 25.0% of the total requested funds.

DEDO and its Contractual partners will leverage resources across regions to ensure at a minimum that 25% of the total requested funds are utilized to provide programming for TEC-P participants and reduce the administrative burden on the grant program.

2. Description of Leveraged Resources

DEDO, CUWA, and the WDBs will leverage internal staffing, administrative and overhead costs to provide TEC-P services at a reasonable per participant rate. In addition, TEC-P is leveraging the significant in-kind contributions from its partners including funds from nonprofit and private sectors.

- **Federal Resources Total: \$732,000.00**

DEDO and the WDBs are leveraging a combined \$732,000.00 sourced from WIOA, Wagner Peyser, SNAP, TANF, ESF, RESEA, and TAA funds. WIOA Adult and Dislocated worker grants will be utilized to provide additional support for eligible AD and DW customers. This will include supportive services, case management, ITAs and OJTs. The leveraged funds will include leveraged staff time at each organization and braided services to ensure participants receive supportive services necessary to achieve success.

- **Community Partners (Nonprofits and Private Business) Total: \$245,230.00**

TEC-P has the support and commitment of many non-profit and private partners that have committed to providing in-kind services such as meeting space, referrals and pre-screening, networking events, advisory council time, sector partnership time, career pathway support, etc. Additionally, partners in the Aerospace and Tech sectors have committed to providing technical support developing career pathways.

- **State and Local Government Resources Total: \$272,770.00**

DEDO, CUWA and the WDB have committed to covering a large portion of the indirect costs of TEC-P to reduce the administrative cost burden on the grant program. Denver will leverage additional staff beyond the grant staff, including the wages of our Chief Workforce Development Officer, Financial Staff, Contract Administrator, Auditor, Quality Assurance and Policy staff. Local resources additionally include a partnership with the Office of Financial Empowerment and Protection to provide financial literacy services to a percentage of enrolled participants. Community College and educational partners have committed to providing services related to adult education.

Contractor Sub-budgets:

Denver Workforce - Eckerd Connects	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
PERSONNEL	\$145,513.50	\$145,513.50	\$145,513.50	\$145,513.50	\$145,513.50	\$727,567.50
FRINGE BENEFITS	\$30,557.84	\$30,557.84	\$30,557.84	\$30,557.84	\$30,557.84	\$152,789.20
TRAVEL (INCLUDES LOCAL)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00
EQUIPMENT						\$0.00
SUPPLIES	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$3,750.00
CONTRACTUAL						\$0.00
CONSTRUCTION						\$0.00
OTHER (OJTs, ITAs, Intensive Services, Incentives, supportive services)	\$158,996.64	\$158,996.64	\$158,996.64	\$158,996.64	\$158,996.64	\$794,983.20
TOTAL DIRECT	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$1,681,589.90
INDIRECT (cap at 7%)	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$126,571.30
TOTAL	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$1,808,161.20

Colorado Rural Workforce Consortium	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
PERSONNEL	\$135,027.48	\$135,027.48	\$135,027.48	\$135,027.48	\$135,027.48	\$675,137.40
FRINGE BENEFITS	\$54,010.51	\$54,010.51	\$54,010.51	\$54,010.51	\$54,010.51	\$270,052.55
TRAVEL (INCLUDES LOCAL)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00
EQUIPMENT						\$0.00
SUPPLIES	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$3,750.00
CONTRACTUAL						\$0.00
CONSTRUCTION						\$0.00
OTHER (OJTs, ITAs, Intensive Services, Incentives, supportive services)	\$146,029.99	\$146,029.99	\$146,029.99	\$146,029.99	\$146,029.99	\$730,149.95
TOTAL DIRECT	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$1,681,589.90
INDIRECT (cap at 7%)	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$126,571.30
TOTAL	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$1,808,161.20

Attachment D: Statement of Work

a. STATEMENT OF NEED. i. Proposed Sector(s) and Infrastructure Track. The City and County of Denver’s Office of Economic Development (DEDO), Division of Workforce Development proposes to scale its 10-year-old Technology Employment in Colorado Partnership (TECP) programming and make it a permanent business unit under DEDO. This project will increase equitable access to job training programs and expand the talent pipeline for the information technology (IT) sector’s cybersecurity workforce. These workers are critical to mitigate the risk of cyberattacks that use Colorado’s growing broadband infrastructure. TECP currently operates regionally in 10 Front Range Colorado counties, and this proposed **scaling track project will expand the geographic scope to be statewide** by leveraging the successful ecosystem that DEDO has built with two U.S. Department of Labor (USDOL) grants (a Ready to Work Partnership Initiative grant and an H-1B One Workforce grant) which trained over 1,500 workers. The first grant resulted in partnerships with six of Colorado’s 10 workforce regions, 19 employers, 23 training partners, 7 industry associations and 10 soft-skills training partners. Following the success of the first programming iteration, DEDO formalized the TECP advisory board into Denver Metro Technology Sector Partnership—giving employers a centralized way to collaborate to address gaps in the talent pipeline. That feedback informed the occupations included in this proposal. USDOL’s further investment also helped DEDO expand TECP’s equity focus by increasing its outreach to people of color and younger people.

Worker voice is reflected in the design of this project. Current TECP participants shared with DEDO their desire for training for high-wage occupations that have little risk of becoming obsolete due to changing market conditions. Workers also sought training for occupations that did not require a bachelor’s degree. That led DEDO to carefully examine which IT occupations are in high demand, pay high wages, and whose classroom training could be completed in less

than a year before transitioning to paid, work-based training. Next, it compared that with the IT training programs that DEDO developed with its past USDOL funding for TECP and overlaid current labor market data—all of that led DEDO to narrow the focus of this proposal to training for cybersecurity jobs that require skills in artificial intelligence (AI).

Target population. Colorado faces a significant shortage of trained cybersecurity workers.

TECP aims to bridge this gap by recruiting and training unemployed, underemployed and incumbent workers who are at least 17 years old and not enrolled in a secondary school, especially underrepresented groups, including women, people of color, individuals without college degrees, and veterans. DEDO will utilize its previous experience focusing on marginalized populations to promote a more inclusive cybersecurity workforce. Currently, only 26% of cybersecurity workers are people of color, and only 24% are women.¹ In Colorado, just 3% of the IT workforce is African American, 9% Hispanic and 24% are women.²

Infrastructure sector addressed. TECP will focus on Colorado's broadband infrastructure. As broadband expands, so does the threat landscape, necessitating a robust pipeline of cybersecurity talent to mitigate attacks on individuals, businesses, and other critical infrastructure. An EPA report indicates that 70% of inspected utilities violated security standards, underscoring the urgent need for skilled workers to protect the state's critical infrastructure, e.g., water, transportation, electrical grid, financial systems, etc. As described above, the supply of cybersecurity workers in Colorado already cannot keep up with demand, and that gap in talent will accelerate due to the increase in AI development. ISC2's 2022 Cybersecurity Workforce Study found that despite adding 464,000 workers globally in 2021, the cybersecurity workforce

¹ ISC2. (2018). *Innovation Through Inclusion: The Multicultural Cybersecurity Workforce*.

ISC2. (2024). *Women in Cybersecurity: Inclusion, advancement and pay equity are keys to attracting and retaining more women*.

² Lightcast. Q2 2024. *Cyber Security Specialist Occupation Snapshot Report in Colorado*.

gap grew more than twice that rate in 2022.³

Aware of the growing need for cybersecurity workers, Colorado leads the nation in developing clearly articulated career pathways in cybersecurity on Mycoloradojourney.com.⁴ For example, within the “protect and defend” pathway, entry level jobs include computer systems analyst, and mid-level jobs include cyber defense infrastructure support specialist. For each occupation, a description, required credentials, available training programs, median annual salary, estimated annual job openings and annual growth rate are noted. As a result of TECP’s scaling efforts, each cybersecurity career pathway will be improved with additional training programs that are available at no cost to job seekers as TECP participants.

ii. Occupational Need. Occupations targeted. TECP will train participants who do not have any experience in IT cybersecurity to be Network and Computer Systems Administrators,⁵ an **entry-level H-1B occupation** that leads to middle-to high-skilled H-1B IT occupations in cybersecurity. TECP participants that have 3–7 years of experience will be trained for the **middle-skilled H-1B occupation** of Information Security Analysts.⁶ TECP participants that have 7–10 years of experience will be trained for the following **high-skilled H-1B occupations**: Information Security Engineers,⁷ Computer and Information Systems Managers,⁸ and software developers. Across these five occupations, in 2023–24, Colorado employers obtained 1,198 H-1B certifications.⁹ **Current, future projected demand.** The Bureau of Labor Statistics projects that the number of cybersecurity jobs will grow by 32% in the next decade — much faster than

³ ISC2. (2023). *Cybersecurity Workforce Study 2022*.

⁴ <https://www.mycoloradojourney.com/industries/cybersecurity>

⁵ Other job titles for this occupation include Systems Administrator, Network Engineer, and Systems Engineer.

⁶ This is a Bright Outlook occupation in ONET and other job titles for this occupation include: Security Analyst, Security Engineer and Pen Tester

⁷ This is a Bright Outlook occupation in ONET and another job title for this occupation is Penetration Tester.

⁸ Other job titles for this occupation include CISO, Senior Security Engineer; Senior Security Analyst.

⁹ USDOL, 2024 Q2 report, H-1B certifications

the average for occupations overall.¹⁰ Currently, there is a near-zero unemployment rate for workers with information security skills, and Cybersecurity Ventures’ analysis found nearly 750,000 unfilled cybersecurity jobs in the U.S. in 2023.¹¹ As cybercrime continues, and likely grows with the use of AI, these workers will be in great demand. Illustrating the critical need to fill these roles, the FBI recorded a 300% increase in cybercrimes in 2020 alone.¹²

Further, Colorado’s economy requires IT workers due to its concentration of technology companies and military installations. Colorado consistently ranks among the top ten states with the most job openings for cybersecurity professionals. As of January 2024, there were 14,414 cybersecurity job openings.¹³ Colorado is also well above average for its “location quotient,” which measures job demand for the area. The national average is 1 and Colorado is at 2.8.¹⁴ Cybersecurity workers with AI skills are in great demand. Between 2012 and 2023, AI job openings grew 3.5x faster than openings for all jobs. As described later, DEDO will require that all TECP training providers teach AI skills, because the need for these skills will increase exponentially as the state’s quantum technology industry develops. Quantum computing uses quantum mechanics to solve complex problems 158 million times faster than classical computers. In 2023, Colorado was selected as a federally designated U.S. Tech Hub for the quantum technology industry, established under the Chips and Science Act—cementing Colorado’s position as a national leader for quantum technology research and application. Job demand for the region is expected to increase 900% over the next 10 years—requiring more than 30,000 trained quantum technology workers, with nearly half of these positions not requiring an

¹⁰ U.S. Bureau of Labor Statistics. (2023). *Information security analysts*. <https://www.bls.gov/ooh/computer-and-information-technology/information-security-analysts.htm>

¹¹ Cybercrime Magazine. (2023, April 14). *Cybersecurity jobs report: 3.5 million unfilled positions in 2025*.

¹² FBI Internet Crime Complaint Center. *2020 Internet crime report*.

¹³ Data from CyberSeek.org, which is gathered by job-data researcher EMSI Burning Glass.

¹⁴ Ibid.

advanced degree, per Elevate Quantum. DEDO is currently partnering with Elevate Quantum on a \$72 million application to provide training for advanced manufacturing positions for that industry, and expects that as the quantum industry grows, the talent pipeline developed through TECP will provide the high-level security and data protection required by that industry.

Table: Demand for TECP’s Targeted H-1B Occupations in Colorado, 2020–2030¹⁵

SOC	Occupations	2020 Jobs	2030 Projected Jobs	Change	Annual Growth	Average Annual Salary
15-12.44	Network and Computer Systems Administrators	12,980	15,830	22%	1,120	\$103,430
15-1212	Information Security Analyst	4,120	5,260	28%	420	\$123,590.
15-1299.05	Information Security Engineers ¹⁶	15,140	18,510	22%	1,470	\$116,380.
11-3021	Computer and Information Systems Managers	8,330	10,860	30%	890	\$173,030.
15-1252	Software Developers	46,650	59,420	27%	4,530	\$134,960.

b. EXPECTED OUTCOMES AND OUTPUTS. i. Performance Outcome Measures and Tracking

Indicators. The performance table with these outcome measures and tracking indicators is

attached. **ii. Feasibility of Proposed Targets for Performance Outcome Measures and**

Tracking Indicators. TECP anticipates the following outcomes, which are realistic and feasible based on prior performance from TECP’s two earlier iterations.

Indicator and Total #	Justification	# by Program Year (PY)
Total participants served: 600	Derived from actual performance and cost per participant of the second iteration of TECP, which served 800 participants at \$9,175/participant. While intending to reduce year over year enrollment compared to the two previous iterations, TECP will focus on cybersecurity occupations that require additional training and hands-on experience. The timeline allows for scaling up and winding down.	PY1: 95, PY2: 145, PY3: 145, PY4: 125, PY5: 90
Total participants	Derived from actual performance of TECP, with 90% of	PY1: 90, PY2:

¹⁵ O*Net data, 2024

¹⁶ Data for Computer Occupations, All Other

enrolled: 540	participants enrolled in education and training and the remaining 10% requiring case management and minimum employment support.	135, PY3: 140, PY4: 95 PY5: 80
Total completing: 480	Derived from actual performance of TECP, with 90% of participants successfully completing training activities.	PY1: 88, PY2: 137, PY3: 130, PY4: 65 PY5: 60
Participants receiving credential: 400	Derived from WIOA adult credential attainment rate of 60%, which is realistic and feasible based on past performance of similar target populations and education/training programs.	PY1: 65, PY2: 125, PY3: 110, PY4: 60 PY5: 40
# of unemployed /underemployed who obtain employment: 385	Derived from actual performance of TECP, 65% of participants completing will be unemployed or underemployed.	PY1: 60, PY2: 120, PY3: 120, PY4: 55 PY5: 30
# incumbent workers who complete and advance: 50	Derived from past projections (50) and actual performance (50) of TECP, which is realistic because of the expanded geographic scope of TECP.	PY1: 10; PY2: 10, PY3: 10, PY4: 10, PY5: 10

iii. System or Process for Tracking, Collecting, and Reporting Participant Data. For the proposed project, DEDO will use the proven evaluation methodology that it uses to track and evaluate all of its workforce funding, e.g., USDOL H-1B grants, Wagner-Peyser funds and WIOA funds. TECP's project director will use the Colorado Department of Labor and Employment's Connecting Colorado (CC) database to monitor all proposed performance goals (CC will not require any modifications). All data will be assigned a unique program code in CC for rigorous assessment, including training program efficacy, demographics, and employment barriers. CC can deliver aggregate median wage outcomes for up to 16 quarters after exit. DEDO's in-house data analysts will assist in pulling information and producing reports. The sector partnership will meet quarterly to review TECP's progress. DEDO will meet all USDOL reporting requirements and participate fully in a national evaluation of the grant program, if selected. No additional resources are needed for tracking, collecting, or reporting participant data. **Participant eligibility documentation.** DEDO's workforce center partners will screen

participants for TECP eligibility, requiring them to be at least 17 years old, not in secondary school, and either unemployed or underemployed. DEDO expects 8% of participants to be incumbent workers, and to be eligible, employers must apply to enroll employees in training. Applications are reviewed by the workforce development board to verify employers' commitment to retaining trained employees for at least six months and backfill the lower-skilled positions with unemployed or underemployed individuals from marginalized communities. Approved employers will be reimbursed for training costs once documentation that the incumbent worker has advanced in position is provided, e.g., a pay increase or title change.

c. PROJECT DESIGN. i. Worker-Centered Sector Strategies. Sector partnership. DEDO will serve as lead applicant and fiscal agent for TECP and is an eligible applicant as a workforce development entity. Colorado Urban Workforce Alliance (CUWA), a part of Denver Workforce Development, will facilitate TECP's hub model. CUWA has facilitated targeted collaboration activities across the workforce development system for over 18 years—over a decade before workforce system regionalization became law through WIOA. CUWA will play a critical role in coordinating with local workforce areas, and supporting policy development, strategic planning, and advocacy for TECP across the state. TECP's employer partners embrace the Good Jobs Principles, and will interview and consider hiring TECP participants, and may also refer incumbent workers to TECP for upskilling and promotion. In partnership with the education/training providers, employers will help DEDO develop career pathways with on-ramps for individuals at every stage of their career. Employer partners also provide work-based learning opportunities for participants in partnership with training providers. Partners are: Pinnacol Assurance, Cynthetic Systems, Credit Union of Colorado, and Cyber Sainik. Additional employer partners will be recruited throughout the grant period, e.g., attending Elevate

Quantum's events. *TECP's education and training providers* participate in sector partnerships and administer training. They also participate in recruitment and provide supportive services to support program completion, as appropriate. During its April 2024 site visit with USDOL, the department noted DEDO's robust partnership model with training providers as a best practice. For TECP's earlier scaling efforts, DEDO collaborated closely with more than 50 training providers in the Denver area to create effective skills-based training programs. Participants are highly satisfied with the program's flexibility and structure. The ongoing partnership between DEDO and training providers allows for adjustments to meet evolving needs in the IT industry and help participants overcome barriers to training. Partners are: Metropolitan State University (MSU), a Hispanic Serving Institution; the University of Denver (DU); Activate Work (a nonprofit organization); Riipen, Red Rocks Community College (RRCC); TechNation Careers (a nonprofit organization); and Cyber Qubits. TECP's *workforce development entities* coordinate and participate in sector partnerships, lead outreach and recruitment in the local area for both participants and employers, screen and enroll participants in TECP, connect and place TECP graduates with hiring employers, provide wraparound supportive services, and participate in data and tracking requirements. Partners are: Eckerd Connects (the one-stop operator for the City and County of Denver) and the Colorado Rural Workforce Consortium (serving Colorado's rural and frontier counties). While not subawardees on this grant, DEDO has existing partnerships with all of the other Front Range counties' workforce development boards that will continue to refer participants to TECP via Eckerd Connects. TECP's partnering *worker organization*, Colorado Technology Association (CTA), will represent the needs of IT workers and advocate for them through supporting policies that improve working conditions. TECP will also include registered apprenticeship programs in its training strategy so its *state apprenticeship agency*, Colorado

State Apprenticeship Agency is a partner to verify that the registered apprenticeship program (RAP) opportunities meet its requirement. Activate Work and RRCC will register referred TECP participants in their RAP. To outreach and provide supportive services to communities underrepresented in IT, TECP will partner with these community-based organizations: Blacks in Technology Foundation, Denver Chapter; Women in CyberSecurity; and Latinas in Technology. These organizations also advocate for companies to hire underrepresented workers.

Process and system to operationalize partnership. The partnership structure DEDO has built for TECP is effective and efficient and will remain similar as TECP scales statewide. TECP's hub model leverages CUWA's experience facilitating statewide members of Colorado's IT sector partnership while introducing new partners to TECP's ecosystem. Each workforce area's project liaison is responsible for assessing people for TECP, enrolling them and providing case management, and data collection and reporting. To successfully monitor TECP, DEDO requires monthly reports from each local area in addition to weekly calls with DEDO's dedicated technical assistance advisor to share best practices, how to collect and report data, and address operational issues to ensure uniformity in TECP's implementation across Colorado. The technical advisor is able to support local areas in determining eligibility for participants or developing case management workflows. As new processes and procedures are developed, DEDO puts new systems and/or policies in place so program activities are consistent. DEDO also updates its TECP operations manual as needed. DEDO hosts a regional meeting with all partners every quarter, and an annual meeting that is held in-person. DEDO's project director shares all updates about TECP with the sector partnership every quarter. A revamped TECP website is another tool that DEDO will use to help all partners connect with each other and provide information on their respective roles in the project. For example: Employers will be able

to use the TECP website to post job openings and/or internships or paid work experiences; workforce centers will be able to post information about their events for potential participants and/or employers; and all marketing materials will direct interested parties to the website for overview and contact information for TECP. With grant funding, the website will feature a new AI based assessment tool to help job seekers identify their ideal career pathway within cybersecurity. That tool will also be shared through partners' social media and websites.

Sustainability plan. Colorado's plan to build its broadband infrastructure so 99% of Coloradans have access to it is expected to continue through 2026. Therefore, it is critical that TECP's ecosystem is sustainable to protect people and business from bad actors who will use that infrastructure to do harm. Sustainability of TECP will occur through an iterative process that begins at the very beginning of implementation. The process of ongoing alignment among local areas, industry needs, and labor market trends is embedded into the hub model. An important task will be documenting lessons learned and promising practices to share with all partners, as well as participants' employment and wage progression to share with participating employers as they continue to refine how they integrate the Good Jobs Principles into their companies. Since cybersecurity concerns cross all industries, DEDO anticipates that more employers who learn about TECP through the sector partnerships will seek TECP training for their workers and will contribute funds to pay for the cost of this training. Employer engagement ensures buy-in and support in the workforce system beyond any single program. Practices that transcend TECP will be documented as continuing practices for local areas and partners to adopt. These may include tools and resources, such as desk manuals for specific occupations, which can be regularly updated as regional trends change and shift. DEDO has a history of continuing to support projects that were developed with grant funding, e.g., the Denver Construction Careers Program

(DCCP), and Reimagine Retail. Both programs were sector-based, grant funded models that sought to ensure strong local talent pipelines, with emphasis on access for historically underserved populations. DCCP and Reimagine Retail were both added to the permanent DEDO portfolio of workforce programs upon completion of their initial grant investments.

Active role of all partners. Each of TECP's partners has a dedicated staff with the capacity to fulfill their role in operationalizing TECP. In general, all partners are responsible for outreach and recruitment. Interested TECP participants go through intake with a case manager at the local workforce area. Once assessed, participants are referred to one of the partnering training providers for initial training before being placed in a hands-on training experience followed by work-based learning with one of TECP's employer partners. Case managers remain involved with each TECP participant and will provide supportive services directly or through one of TECP's partnering community-based organizations until they are permanently employed. Each partner's role is further described in their attached letter of commitment.

ii. Core Principles of Worker-Centered Sector Strategies. *Core Principle #1: Outreach, recruitment and enrollment.* DEDO will leverage the strategies it honed to reach historically marginalized and underrepresented populations while TECP was regional. Among TECP participants served: 19% were Veterans, 24% women, 34% people of color, 30% over age 55; and 8% with disabilities. DEDO will also leverage the Denver Workforce Integration Network (DWIN) , operated by Eckerd Connects because 63% of DWIN's 36-member organizations serve historically underserved populations, e.g., Veterans, TANF recipients, people of color, immigrants, low-income individuals, jobseekers over age 50, and people with language barriers. DWIN has developed targeted strategies and a toolbox to help partners across Colorado recruit individuals with barriers to employment. On DWIN's SharePoint site, DEDO will include

information about TECP training opportunities and how the program promotes equitable access to that training. Second, the project director will have quarterly meetings with partnering community-based organizations and chambers of commerce, such as the African Chamber of Commerce, to encourage them to identify participants that are interested in TECP. DEDO will provide scripts and prompts to workforce centers to teach them to “talk tech” and inquire about a job seeker’s interest in cybersecurity. DEDO will also meet quarterly with the Denver Metro Technology Sector Partnership to ensure that employers are aware of the opportunity to upskill their incumbent employees by applying to participate in TECP. Third, Veterans will receive priority enrollment in TECP because they have valuable skills, often have had security clearance, and are strong candidates for upskilling to cybersecurity occupations. DEDO’s partnership with Volunteers of America Colorado’s Veterans’ Services, as well as Jobs for Veterans State Grants (JVSG), will be leveraged to recruit Veterans into TECP.

TECP’s website will be used to market the project and will be accessible to people with visual disabilities with audio translation, and language diversity with translation links to 13 languages. DEDO will maintain TECP’s website with up-to-date marketing and contact information so people can easily reach case managers to learn more about and enroll in TECP. A broader marketing campaign that includes brochures, flyers, etc., segmented to appeal to various target populations will be used to advertise TECP, e.g., images are representative of different races/ethnicities, messages that are targeted to specific audiences such as incumbent workers.

Equity gaps in program retention/completion. There are significant equity gaps in IT training, e.g., men received 78% of computer science degrees awarded in 2022, while Latina and Black women earned just 2%.¹⁷ TECP data shows DEDO excelled in enrolling and retaining

¹⁷ Computer Research Association. (2024). *Computing bachelor’s degrees awarded by race and sex*.

underserved groups—70% completed. To increase that even more, DEDO will develop and deploy a more formalized, AI-assisted assessment that case managers will use during enrollment to link participants with supportive services to address barriers to training and employment. For example, a barrier that women disproportionately face is few female mentors within cybersecurity¹⁸ so TECP's partner Latinas in Tech will pair women with a mentor, while Cyber Qubits, a training provider, offers mentorships and scholarships for women, veterans and underrepresented communities. Another way TECP will address equity gaps is by partnering with training providers that have supportive services in place, e.g., Tech Nation specializes in helping New Americans train for IT occupations, and DU offers case management to navigate students to resources, e.g., childcare, transportation, etc. By narrowing the number of subawardees, DEDO will increase its capacity to more rigorously monitor workforce area's case managers use of the assessment and provision of supportive services. Case managers will be required to provide monthly reports of how they addressed barriers that may impact training retention/completion. Another gap related to training that TECP will address is that in 2022, 23% of cybersecurity employers reported that there was not enough upskilling to internally promote non-security staff for cybersecurity positions.¹⁹ TECP will address that gap by helping employers train incumbent workers for emerging skills, such as AI-driven data analytics.

Equity gaps in employment and the strategies to address them. Lightcast Q2 2024 data reveals diversity gaps among Colorado's cybersecurity specialists—75% are white, 10% are Hispanic, 6% are African American, 5% are Asian, 4% are two or more races, and 82% are men.²⁰ Given that CompTIA projects that the need for cybersecurity analysts and engineers will

¹⁸ Women in Cybersecurity. (2024). *Breaking barriers: Empowering women in cybersecurity*.

¹⁹ ISC2. (2023). *Cybersecurity Workforce Study 2022*.

²⁰ Lightcast. Q2 2024. *Cyber Security Specialist Occupation Snapshot Report in Colorado*.

grow by 267% over the next 10 years,²¹ TECP will scale its proven approaches to recruiting underserved/underrepresented participants and enrolling them in training to meet employers' demand for workers by reaching sources of untapped talent. One of DEDO's most successful strategies is **partnering with organizations that serve underrepresented and marginalized communities**. DEDO partners with DWIN and TechNation (described above), as well as nonprofits that increase the diversity of workers in IT, e.g., Blacks in Technology Foundation's Denver Chapter (BIT Denver), Latinas in Technology, CTA and Women in CyberSecurity. These organizations will facilitate referrals to TECP, provide professional networking opportunities and advocate for diverse workers among IT employers. Also, CTA hosts an annual SheTech event where DEDO will exhibit. Also, one of DEDO's training providers, MSU is a Hispanic Serving Institution and has culturally responsive supports to promote Hispanic students' retention in training. Another gap that TECP will address is that recruiting for cybersecurity jobs often includes technical interviews, hackathon wins, internal employee referrals and previous internships—all criteria that can exclude marginalized people. TECP will offer hands-on training and work-based learning training and RAPs, so graduates can demonstrate skills that employers need and develop industry connections as they progress through training. DEDO will require that case managers work with TECP participants every month until they are employed. Also, DEDO has selected employer partners with a verifiable history of equitable hiring.

Core Principle #2: Career Pathways. Training strategies. TECP training will be offered through a continuum of high-quality training options, resulting in industry-recognized credentials that have been validated through the sector partnership. Based on each participant's assessment, they will be referred to training that meets their skill level and occupational interest. To serve

²¹ CompTIA. (2024). *State of the tech workforce*.

people throughout Colorado, DEDO selected certified training providers that can offer both online and in-person options. DU offers a 24-week, virtual training that emphasizes AI and machine learning that is needed for success in TECP's targeted entry, middle and high-skilled occupations. Activate Work offers in-person courses in cloud fundamentals, IT support and security fundamentals, IT support, and software engineering, which are suitable for the targeted entry and middle-skilled occupations. Cyber Qubits' two virtual, entry and middle-skill level training programs are: cybersecurity specialists (21 weeks) and cybersecurity business analysis (8 weeks; incumbent or phase 2). Cyber Qubits also offers training for TECP's high-skilled occupations through its cybersecurity management (18 weeks) and cybersecurity architecture (21 weeks) programs. Cyber Qubits will also provide incumbent worker training designed with employers from its catalog of TECP trainings. RRCC will offer an in-person and virtual, two-year associates degree or a certificate in cybersecurity. TechNation will offer a 9-month IT support specialist program suited to the entry-level occupation. All training providers will be required by DEDO to incorporate AI into their curriculum since this is a growing skill. All training options will result in industry-recognized credentials (described in the table on page 18). Curriculum and training strategies will be updated continuously and reviewed at the quarterly sector partnership meetings to reflect operational shifts and the changing needs of IT employers.

After classroom training, participants will transition to real-world training. Participants at MSU's Cybersecurity Center's cyber range will solve very intense, time pressured, simulated security breaches, ransomware and other threats. MSU's cyber range is a National Security Agency-certified facility. While at the range, participants will be assessed for fit as employees at a security operations center where they will receive up to two months of management experience or another apprenticeship. Cyber Skyline will provide hundreds of interactive challenges to test

participants' cybersecurity skills. Participants will also be referred to Riipen, which provides paid, work-based, online and in-person learning projects submitted by employers.

After completing that phase, TECP participants will transition to job placement, which will include either full-time work, a paid internship, on-the-job training, or a RAP.

Partners role in recruiting and retaining participants. DEDO's workforce partners in the current iteration of TECP are on track to exceed the number of Front Range participants enrolled by 12%. As DEDO scales TECP statewide, TECP partners will continue addressing gaps in reaching and retaining underrepresented communities. DEDO expects that its nonprofit partners, e.g., Blacks in Technology, Latinas in Technology and Women in CyberSecurity will leverage their meetups and conferences to connect interested persons with TECP. DEDO will engage additional nonprofits and government agencies through its workforce partners and CUWA to recruit underrepresented participants. Once enrolled, TECP's training partners will aid in retention. For example, TechNation and Activate Work target underrepresented students, many of whom lack credentials and are unemployed. Activate Work's recent security fundamentals cohort earned CompTIA A+ certification and received over 100 hours of soft and life skills training. After graduation, Activate Work helps them find jobs and provides 12 months of coaching. It also runs a RAP and collaborates with employers to hire cybersecurity graduates.

Supportive services. Once a participant expresses interest, a case manager at a workforce area will assess eligibility and occupational interests using a bespoke AI-enabled screening tool that will be developed for TECP that helps participants identify the right cybersecurity pathway for them. The case manager will then meet with the participant to identify aptitudes and potential barriers to program completion. The initial intake also assesses education, skills and coaching needs to create a personalized employment plan with navigation to needed services and training

providers. Supportive services, such as stipends for housing, childcare, technology, and professional clothing, will be available. Grant funds will be used only when other resources are unavailable, with co-enrollment and braided funding leveraged from programs like SNAP, TANF or WIOA.

BIL and other resource leverage. Recent appropriations through the American Rescue Plan Act and Infrastructure, Investment and Jobs Act represent the largest broadband investment ever. Colorado will receive \$826.5 million for Broadband, Equity, Access, and Deployment (BEAD) initiatives over five years, supplemented by \$72.3 million from other federal sources. These funds will connect underserved areas with high-speed internet, and TECP will create the workforce needed to protect the federal government's investment as the broadband infrastructure creates more opportunity for bad actors to use that infrastructure for cybersecurity attacks. Grant funding will be braided with programs available through the public workforce infrastructure to create equitable career pathways in broadband infrastructure. TECP participants will be enrolled in various workforce development programs to maximize training and employment investments and leverage supportive services. USDOL's April 2024 site visit recognized DEDO's co-enrollment policy as a best practice, efficiently utilizing federal resources to provide comprehensive services and help participants complete training. By December 31, 2023, DEDO had 563 participants co-enrolled in federal and state programs (80% of all TECP participants).

Career pathways. TECP's training partners will teach participants the most in-demand skills required by Colorado's cybersecurity employers, e.g., cybersecurity auditing; certified information systems security professional; vulnerability; computer science; information systems; information assurance; incident response; risk analysis and GIAC certifications.²² TECP

²² Lightcast. Q2 2024. *Cyber Security Specialist Occupation Snapshot Report in Colorado*.

graduates will also be trained in data analytics, especially using AI to decrease the time required to get deeper into data and find greater insights faster, which has become one of the most in-demand skills for 2024, based on research by Upwork. Every TECP graduate will receive work-based training, as well as job placement with one of TECP’s employer partners, a paid internship, on-the-job training or a RAP. The table below shows the expected career pathways:

	Entry level (0-3 years)	Middle skill (3-7 years)	High skill (7–10+ years)
Occupations	Network and Computer Systems Administrators	Information Security Analyst	Information Security (IS) Engineers Computer and IS Managers Software developers
Training Providers	DU, Activate Work, Cyber Qubits, Riipen, RRCC, Tech Nation	DU, Activate Work, Cyber Qubits, Riipen,	DU, MSU, Cyber Qubits, Riipen,
Industry Recognized Credentials Earned	CompTIA Network+, CompTIA Security +	CompTIA CySA+, CompTIA Project+, Certified Information Systems Auditor, Certified in Risk and Information Systems Control (CRISC), Certified Information Security Manager (CISM), Certified in Governance of Enterprise IT (CGEIT), Entry (CCT), Associate (CCNA), Professional (CCNP), Expert (CCIE), Specialist (CCS)	CompTIA CASP+, ISC2 CISSP certifications, CCIE, CGEIT, CISM, ISC2 CISSP, Certified Penetration Testing Engineer

● **Core Principle #3: Approaches for Increasing Job Quality.** By deliberately including case management through every TECP participant’s employment, as well as professional networking opportunities hosted by partners that serve underrepresented populations, DEDO is confident that it can place TECP’s graduates in high quality jobs. Cybersecurity training, that includes AI skills will position graduates to be highly selective when choosing an employer, and the targeted occupations pay significantly higher wages than IT overall. TECP’s employer partners already embody the eight Good Jobs principles jobs (as attested to in their letters of commitment).

Because of the significantly underdeveloped talent pipeline for cybersecurity, to compete for workers, employers are embracing these principles to attract employees. ISC2 shows that to address cyber security staff shortages, employers are increasing pay (2023 median compensation for cybersecurity specialists in CO was \$123,488²³—far above Colorado’s median salary of \$54,038). Further, workers who are skilled in AI will command a 25% salary premium on average, according to a PwC study.²⁴ Partnering employers also offer good benefits such as: allowing job flexibility, investing in training/certifications, offering mentorship, increasing pay and addressing promotion gaps, and hiring for skills as opposed to degrees.²⁵ DEDO’s employer partners are also committed to increasing diversity and DEDO’s training partners have demonstrated their commitment to removing barriers that present equity gaps. TECP also includes several partners that advocate among the IT industry for improved working conditions and equitable policies/practices within workplaces. For example, CTA and its partnership with CompTIA amplifies worker voice through its nationwide advocacy work; and Blacks in Technology, Women in CyberSecurity and Latinas in Technology will provide employers with resources to more fully embrace the Good Jobs principles through their policies and organizational culture, e.g., employee advisory councils, mentorships, job sharing, etc. DEDO will also disseminate to employers information about how to incorporate these principles so they can be more attractive to skilled talent through DEDO’s participation in the IT sector partnership meetings and at Tech Talent Denver’s quarterly meetings. Prior to TECP’s launch, DEDO will also convene employer partners to clearly communicate expectations about their demonstration of the Good Jobs principles and will monitor their compliance with them at quarterly meetings.

²³ Lightcast. *Q2 2024. Cyber Security Specialist Occupation Snapshot Report in Colorado.*

²⁴ PwC. *2024 AI jobs barometer.*

²⁵ ISC2. (2023). *Cybersecurity Workforce Study 2022.*

belonging. Under his leadership, TECP is on track to exceed its enrollment projections by 12%.

Dominique Williams is TECP's .25 FTE program administrator/contract liaison, a role he has held for two years. Mr. Williams ensures TECP's success by engaging in sector-related activities with employers; delivering guidance to TECP regional partners to ensure adherence to intergovernmental agreements and successful program outcomes; sharing monthly reports of activities with the regions; and monitoring TECP partners' timely and effective services. **Elaine Lint-Scott** serves as TECP's .5 FTE senior management analyst and provides technical assistance for the workforce regions on eligibility referrals, monitors their performance outcomes and data collection, and uploads all participant data into Connecting Colorado. She has 23 years of workforce experience and supports co-enrollment of TECP participants in braided programming. **Ross Gothelf** is TECP's leveraged employer services liaison. He has served in this role for one year and fosters relationships with employers to garner input on labor market developments and connect TECP participants to employment opportunities. Mr. Gothelf is also a co-convener of the Tech Talent Denver Sector Partnership. This staffing team is gender and racially diverse. DEDO will also contribute an additional 2 FTE in leveraged staffing to support TECP's fiscal administration and evaluation.

Applicant's capacity to manage TECP. DEDO has led both TECP grant projects and has ultimate responsibility for program delivery and a 1 FTE project director who will oversee all aspects of TECP. The USDOL regional administrator recently conducted an onsite review of DEDO's management of TECP, which covered the timeframe of February 1, 2021, through April 12, 2024, and resulted in three best practices: 1) the co-enrollment policy; 2) its robust partnerships with training providers; and 3) the grant program continuity plan. DEDO will continue to use its successful management plan as it scales TECP statewide. Since TECP's

founding in 2014, DEDO has successfully managed a partnership that includes CUWA, 23 education partners, seven industry associations, 18 employers and 10 soft skills training partners. In the second iteration of TECP, DEDO scaled the project to two additional workforce regions. The initial success of TECP received national recognition; it was presented by invitation to the National Association of State Workforce Agencies and the U.S. Department of Labor. In 2016, the USDOL also recognized DEDO for its TECP sector work under the USDOL resource brief: Sector Strategies Part Two: Lessons Learned and Successful Tactics from the City and County of Denver and was one of five grantees asked by the USDOL to participate in a Secretary of Labor Roundtable discussion of Successes and Next Steps in Helping Long-Term Unemployed.

DEDO is confident that its experience and well-honed approach to project management and communication with partners will contribute to this project's success, especially since narrowing the industry and occupational scope to broadband infrastructure and cybersecurity requires fewer employer and training partners. The participation of the Colorado Rural Workforce Consortium (CRWC), which provides public workforce services for 80% of the state, and Eckerd Connects (serving the City and County of Denver, which is the second most populous county in Colorado) will also allow DEDO to quickly scale TECP statewide. CRWC will dedicate 2 FTE liaison to DEDO and will be responsible for the consistent launch of TECP among its 35 offices throughout Colorado. As part of Colorado's public workforce system, DEDO will support TECP with a minimum of 25% of the total project costs in leverage, and by increasing the resources available to TECP participants through other federal programs, e.g., Wagner-Peyser, WIOA, etc.

DEDO will begin scaling TECP by convening all partners for an in-person launch, in which the project goals, objectives and each partner's role is reviewed, and their commitments

affirmed. The workforce area's case managers will have monthly meetings with every TECP participant to provide supportive services and customized assistance with achieving their training plan. DEDO will host bi-weekly meetings with all training partners to learn how all TECP participants are progressing and identify if they need additional resources. DEDO will continue to have weekly monitoring meetings with both workforce areas, as well as quarterly sector partnership meetings with all employer partners. As new tools are developed for TECP, e.g., the AI-enabled assessment, DEDO will reconvene partners to ensure that they are comfortable using them. Annually, all partners will meet to review evaluation data and adjust outreach, enrollment, training, and employment strategies to improve outcomes.

The City and County of Denver's Budget Management Office developed DEDO's grants subaward management systems, including procurement, in alignment with state and federal requirements. Procedures are monitored through a series of fiscal and programmatic checks and balances, e.g., invoices and time sheets are reviewed by DEDO's project director and the Financial Management Unit before issuing reimbursement. DEDO uses Workday for financial management, along with Kronos, Jaegger, and Salesforce for financial reporting. The project director will review monthly expenditure reports to inform staffing and budgeting decisions.

e. PAST PERFORMANCE – PROGRAMMATIC CAPABILITY. Lead applicant's prior experience.

No workforce agency in Colorado has more experience than DEDO in using sector partnerships as a primary workforce development strategy. DEDO has used this approach since 2010 and convenes or co-convenes five industry-specific sector partnerships, including the IT industry's Denver Metro Technology Sector Partnership, a key partner on TECP. The program originally focused on long-term unemployed and incumbent workers in IT and advance manufacturing occupations that required H1B visas to fill; in the second iteration, the transportation sector was

added. The majority of people served by TECP were in the IT sector, and occupations targeted included information security analyst; web developer; database administrator; computer occupations, all other; computer programmer; computer system analyst; software developer, applications; computer & information system manager; network & computer systems admin; and database administrator. During the first iteration of TECP, the project met or exceeded its metrics for enrolling, training, and employing eligible job seekers, and demonstrated DEDO's ability to reach underserved workers; of the 674 participants, 59 were incumbent workers and 615 long-term unemployed people. After completing training, 440 people were placed in jobs with an average annual wage of \$78,547. TECP returned \$7.84 in worker earnings for each public dollar spent. TECP was recognized by USDOL during National Apprenticeship Week 2018 for its ability to place women and people of color into software development apprenticeships. TECP's second grant, which will end January 1, 2025, has continued to build on the project's strengths while focusing on increasing the diversity of the IT sector by serving more historically underserved people, especially women, people of color and younger workers. From February 1, 2021, through March 31, 2024, TECP has enrolled 786 people, 89% entered career training and 40% now employed in the occupation that they trained for. Of those, 33% are female, and 54% are people of color. DEDO has also focused on co-enrolling participants in federal and state programs, which contribute over \$1.5M in leveraged cost to TECP.

Partners experience in deploying employment and training. A key to TECP's success is the strength of its partnerships. The partners included in this application have worked together since 2014 with the initial launch of TECP. DEDO's five training partners are all certified by the Colorado Department of Education and have experience delivering training programming appropriate for TECP—DU AI Bootcamp since 2022; Activate Work since 2016; Cyber Qubits

since 2022; Riipen since 2013; Tech Nation since 2018; RRCC's cyber security program since 2019; MSU Cyber Range since 2022. DEDO chose these partners because they are embedded in the public workforce system and bring additional resources to TECP participants. Both workforce area partners have documented history of enrolling participants in employment programs and delivering supportive services. Eckerd Connects, is a national nonprofit and has done this work for the City and County of Denver for four years. CWRC is one of Colorado's 10 federally designated workforce regions and is governed by the Rural Consortium Board.

Past Performance Chart. Past performance chart is attached.

f. BUDGET AND BUDGET NARRATIVE. DEDO's budget and budget narrative is attached.

g. PRIORITY CONSIDERATION: SMALLER AND RURAL COMMUNITIES. TECP will serve 52 non-metro counties that meet the USDOL definition of a smaller/rural community (81% of Colorado's 64 counties). They are: Alamosa, Archuleta, Baca, Bent, Chaffee, Cheyenne, Clear Creek, Conejos, Costilla, Crowley, Custer, Delta, Dolores, Eagle, Elbert, Fremont, Garfield, Gilpin, Grand, Gunnison, Hinsdale, Huerfano, Jackson, Kowa, Kit Carson, Lake, La Plata, Las Animas, Lincoln, Logan, Mineral, Moffat, Montezuma, Montrose, Morgan, Otero, Ouray, Park, Phillips, Pitkin, Prowers, Rio Blanco, Rio Grande, Routt, Saguache, San Juan, San Miguel, Sedgwick, Summit, Teller, Washington and Yuma. In addition, the following six counties have metro census tracts with Rural-Urban Commuting Area codes that meet the definition: Boulder, El Paso, Larimer, Mesa, Pueblo and Weld. Together, 90% of the counties served by TECP meet this definition. Documentation from the Health Resources and Services Administration (HRSA) Federal Office of Rural Health Policy of how these counties meet the definition is attached.

ABSTRACT

Lead Applicant Organization Name: The City and County of Denver's Office of Economic Development (DED0), Division of Workforce Development

Lead Applicant Entity Type: County Government.

Lead Applicant Location: Denver, Colorado

REQUIRED PARTNERS:

EMPLOYER PARTNERS. Name of Employer Partners/Industry/Trade Association: 1. Pinnacol Assurance; 2. Cyber Sainik; 3. Cynthetic Systems; 4. Credit Union of Colo.

EDUCATION OR TRAINING PARTNERS Name of Education or Training Providers: 1. Metropolitan State University; 2. University of Denver; 3. Activate Work; 4. Cyber Qubits; 5. Riipen; 6. Red Rocks Community College; 7. TechNation Careers.

Name of the State Apprenticeship Agencies (SAAs): Colorado Office of Apprenticeship

Name of Entities Involved in Administering the Workforce Development System: 1. Eckerd Connects; 2. Colorado Rural Workforce Consortium.

Worker Organizations, Labor-Management Organizations, or Labor Unions: Colorado Technology Association

OPTIONAL PARTNERS: Three, nonprofit community-based organizations are included in the partnership. They are: Blacks in Technology Foundation, Women in Cybersecurity and Latinas in Technology.

Geographic Scope: Scope: Statewide; **Specific location:** Colorado; **Smaller or rural communities as defined in the FOA** are included.

Total Federal Funding Requested (total 5-year period): \$5,000,000.

Total Match Proposed (total 5-year period): (Scaling Track Only) \$1,250,000

Project Title/Name: Technology Employment in Colorado Partnership (TECP) 3.0

Proposed Number of Participants Who Start Training. 540

Summary of Project Purpose and Employment and Training Activities Offered:

TECP will increase equitable access to job training programs and expand the talent pipeline for the information technology (IT) sector's cybersecurity workforce to protect Colorado's growing broadband infrastructure. DED0 and its partners will use innovative and strategic outreach methods to reach participants who are underrepresented in the cybersecurity workforce. All TECP participants will work with a case manager to create an individualized training program that meets their needs and occupational interests. Each plan will include a specific training pathway that includes classroom training, real-world training and then work-based training through a paid internship, registered apprenticeship program or unsubsidized employment. Training options will include methods to allow TECP to serve participants from across the state who may prefer in-person, virtual or a combination of both. Case managers will assess participants for needed supportive services and include those in the participant's training plan. Case managers will meet with each of their participants once a month to ensure that they have the supportive services they need to complete the program and those meetings continue until the participant is successfully employed in the career pathway that they chose.

Targeted Population(s) to be Served: Unemployed, underemployed, and/or incumbent workers, including women, people of color, individuals with disabilities, veterans, military spouses, transitioning service members.

Training Track: Scaling Track

Targeted Infrastructure Sector(s): Broadband infrastructure

Targeted H-1B Occupations: Information technology occupations that support cybersecurity, as included in Appendix A. Specific occupations are:

- Entry Level: Network and Computer Systems Administrators¹
- Middle-Skilled: Information Security Analysts²
- High-Skilled: Information Security Engineers,³ Computer and Information Systems Managers,⁴ and software developers.

Recognized Postsecondary Credential(s) Offered: **Entry Level:** CompTIA Network+, CompTIA Security +; **Middle skill:** CompTIA CySA+, CompTIA Project+, Certified Information Systems Auditor, Certified in Risk and Information Systems Control (CRISC), Certified Information Security Manager (CISM), Certified in Governance of Enterprise IT (CGEIT), Entry (CCT), Associate (CCNA), Professional (CCNP), Expert (CCIE), Specialist (CCS); **High skill:** CompTIA CASP+, ISC2 CISSP certifications, CCIE, CGEIT, CISM, ISC2 CISSP, Certified Penetration Testing Engineer

Subrecipient roles:

Subrecipient	Role
Eckerd Connects	Screen, assess, enroll and case manage TECP participants, including provision of financial resources for training and supportive services.
Colorado Rural Workforce Consortium	Screen, assess, enroll and case manage TECP participants, including provision of financial resources for training and supportive services.

Public Contact Information:

Name, Title: Chris Berthiaume, TECP project director

Address: 101 W Colfax Ave, Denver, CO 80202

Phone Number: (720) 913-1681

Email Address: Chris.Berthiaume@denvergov.org

¹ Other job titles for this occupation include Systems Administrator, Network Engineer, and Systems Engineer.

² Other job titles for this occupation include: Security Analyst, Security Engineer and Pen Tester

³ Another job title for this occupation is Penetration Tester.

⁴ Other job titles for this occupation include CISO, Senior Security Engineer; Senior Security Analyst.

Work Plan Table

Project Goal 1: Scale TECP to serve participants from across Colorado so they have the training and skills needed to join the state's urgently needed and growing cybersecurity workforce to defend against attacks that use Colorado's broadband infrastructure.						
Key Activities		Key Partner(s)	Costs		Time	
1.	Key activity: Launch and ongoing project administration • Design AI-enabled assessment tool • Update the TECP website • Develop marketing materials • Develop scripts that case managers can use to provide information about TECP to job seekers • Weekly meetings with case managers • Bi-weekly meetings with training partners • Convene all partners for project launch • Meetings every quarter with the sector partnership • Annual, in-person meeting with all partners to review the year's performance	DEDO project staff, all partnering workforce areas, training providers, employers, worker organization and community-based organizations	Year 1:	\$250,668.64	Start Date:	10/1/2024
			Year 2:	\$250,668.64		
			Year 3:	\$250,668.64		
			Year 4:	\$250,668.64	End Date:	9/30/2029
			Year 5:	\$250,668.64		
			Year 6:	\$		
			TOTAL:	\$1,253,343.20		

	and adjust strategies to improve performance in the upcoming year					
	Milestones:	DEDO's communications plan with partners is allowing it to quickly identify any operational shortcomings and immediately take action to course-correct so all performance objectives will be achieved.				
	Deliverables:	• Signed MOUs with all project partners • TECP assessment tool • TECP website • TECP marketing and outreach materials • Calendar of outreach events to attend • TECP operations manual • Meeting summaries between DEDO's TECP project staff and training providers and workforce areas' case managers • Minutes from quarterly sector partnership meetings				
2.	Key activity: Conduct outreach strategies that will increase the diversity of cybersecurity workers by targeting underrepresented and historically marginalized people, e.g., women and people of color	TECP project director, CUWA, workforce areas' case managers, partnering training providers, partnering community-based organizations, DWIN, chambers of commerce, members of the sector partnership, DEDO's Transition Assistance Program for Veterans, Volunteers of America Colorado's Veterans' Services, and DEDO's Neighborhood Equity and Stabilization division	Year 1:	\$156,992.37	Start Date:	10/10/2024
			Year 2:	\$156,992.37		
			Year 3:	\$156,992.37		
			Year 4:	\$156,992.37	End Date:	9/30/2029
			Year 5:	\$156,992.37		
			Year 6:	\$		
			TOTAL:	\$784,961.85		

	Milestones:	DEDO and its partners are on track to meet its annual and overall performance objective for enrollment in TECP				
	Deliverables:	• Posts on TECP’s website • TECP marketing materials, e.g., flyers and brochures with images and messages that are inclusive of discrete subpopulations • Meeting records between the project director and community-based organizations, chambers of commerce’s and other DEDO divisions • Calendar with outreach events attended by DEDO’s TECP project staff, e.g., events such as the quarterly Tech Talent Denver meeting, Elevate Quantum meetings, and conferences that appeal to discrete subpopulations, e.g., SheTech • Monthly compliance reports from the workforce areas that show the demographics of people they encourage to consider enrolling in TECP				
3.	Key activity: Screen and enroll eligible participants in TECP training with the partnering providers that will meet their needs and interests	Workforce areas’ case managers, partnering training providers	Year 1:	\$723,264.48	Start Date:	10/10/2024
			Year 2:	\$723,264.48		
			Year 3:	\$723,264.48		
			Year 4:	\$723,264.48	End Date:	9/30/2029
			Year 5:	\$723,264.48		
			Year 6:	\$		
			TOTAL:	\$3,616,322.40		
	Milestones:	• Case managers are using the AI-enabled assessment tool developed for TECP to design training plans for each participant that reflect their occupational goals and training preferences (e.g., virtual, in-person, hybrid) • TECP participants are completing each phase of training (classroom training, then hands-on training, then work-based learning) with no or minimal delay • Notes from quarterly sector partnership meetings that discuss the alignment between the training program curricula and employers’ needs to address the gap in demand and availability of cybersecurity workers				

	Deliverables:	- Individualized training plans - Monthly compliance reports from the workforce areas, which will include the number of people enrolled in TECP and their demographic data so DEDO can monitor its outreach strategies' impact on reaching people underrepresented in IT and cybersecurity - Number and type of industry-recognized certifications earned by TECP participants.				
4.	Key activity: Case management and retention supportive services are delivered to enrolled TECP participants	Workforce areas' case managers, partnering training providers and partnering community-based organizations	Year 1:	\$723,264.48	Start Date:	1/1/2025
			Year 2:	\$723,264.48		
			Year 3:	\$723,264.48		
			Year 4:	\$723,264.48	End Date:	9/30/2029
			Year 5:	\$723,264.48		
			Year 6:	\$		
			TOTAL:	\$3,616,322.40		
Milestones:		Case managers' individualized training plans are developed and updated each month to include supportive services that are needed to mitigate any barriers to completion that are identified during monthly meetings with TECP participants.				
Deliverables:		- Individualized training plans - Aggregated reports of notes from monthly meetings between TECP participants and their assigned case manager with referrals for supportive services made and obtained.				
5.	Key activity: TECP training completers are placed in employment that reflects their training, e.g., a paid internship, paid work-based learning, RAP or unsubsidized employment	Workforce areas' case managers, IT employers, CUWA, CTA	Year 1:	\$723,264.48	Start Date:	1/1/2025
			Year 2:	\$723,264.48		
			Year 3:	\$723,264.48		
			Year 4:	\$723,264.48	End Date:	9/30/2029
			Year 5:	\$723,264.48		

			Year 6:	\$		
			TOTAL:	\$3,616,322.40		
	Milestones:	- A minimum of 385 unemployed or underemployed people who complete TECP will be employed in a cybersecurity occupation. - CTA teaches TECP’s employers how to increase workers’ voice in their company’s operations; how to better reflect the Good Jobs principles; how to improve working conditions, especially for subpopulations of workers that have high turnover from the target occupations; and how to deploy more equitable hiring practices among TECP’s employers.				
	Deliverables:	Employment and wage reports				
6.	Key activity: Collect and monitor all performance data - Workforce centers’ case managers are uploading participant data to Connecting Colorado - Workforce centers submit monthly reports to DEDO - Sector partnership meets quarterly - DEDO participates in national evaluation as requested	TECP project director, DEDO data analysts, workforce areas’ case managers, members of the sector partnership	Year 1:	\$250,668.64	Start Date:	10/10/2024
			Year 2:	\$250,668.64		
			Year 3:	\$250,668.64		
			Year 4:	\$250,668.64	End Date:	9/30/2029
			Year 5:	\$250,668.64		
			Year 6:	\$		
			TOTAL:	\$1,253,343.20		
	Milestones:	- Project director and other DEDO staff review of all workforce areas’ compliance reports each month to track progress toward TECP objectives. - Project director and other DEDO staff review of all TECP expenditure reports each month to track budget to actual grant costs. - Quarterly performance measure reports are reviewed by DEDO and all project partners.				

		• Ongoing assessment of performance is tracked and shared at the quarterly sector partnership meeting, and if not meeting expectations, new strategies are deployed to address shortfall • Participation in all USDOL evaluation activities
	Deliverables:	• Monthly compliance reports from the workforce areas • Timely and accurate quarterly performance reports, and financial reports submitted to the USDOL • Timely and accurate final performance and financial reports submitted to the USDOL



6/24/2024

To Whom It May Concern:

Please accept this letter as documentation of the commitment of Credit Union of Colorado for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TEC-P), which will provide the state's unemployed and underemployed, as well as youth, workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle- to high-skilled career pathways in broadband, infrastructure, and IT industry cybersecurity occupations.

With 90 years of experience serving members, Credit Union of Colorado is proud of our strength, stability, and history as a member-owned financial institution. Today, over 160,000 people, from all walks of life, enjoy the benefits of membership in a credit union that is worth over \$2.5 billion in assets. Online security is a top priority for us, and we anticipate a continued need for IT professionals that are skilled in cybersecurity and data analytics. To meet this talent need, we have partnered with Activate Work for 2 years to discover diverse, untapped talent with deep skills training. TEC-P 2.0 has funded over 73 students' training with Activate Work since 2022.

Our satisfaction with Activate Work and TEC-P 2.0 has only strengthened our desire to partner in this future proposal. Credit Union of Colorado also recognizes the importance of the Good Jobs Principles highlighted by the Department of Commerce and Department of Labor and believe that through our continued partnership with Denver Economic Development and Opportunity to offer good jobs to qualified TEC-P participants. We exemplify these Good Jobs Principles in the following ways:

-Recruitment and Hiring: Credit Union of Colorado is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees on the basis of age, race, sex, color, religion, national origin, disability, genetic information, military or veteran status, sexual orientation, gender identity or any other applicable status protected by state or local law.

-Benefits: To attract the best and brightest talent, we offer something great in return. Our competitive benefits package offers medical, dental, and vision plans as well as HSAs with an annual contribution from us and opportunities to earn additional HAS incentives throughout the year. Credit Union of Colorado also offers life and AD&D insurance, pet insurance, short-term and long-term disability, TeleHealth, Travel Assistance Program, and Wellness Coaching. We also offer employees a 0% interest loan for employee wellness and mental health.

-Diversity, Equity, Inclusion, and Accessibility (DEIA): The Credit Union of Colorado is committed to fostering, cultivating and preserving a culture of diversity, equity and inclusion. Our most valuable asset is our people. The collective sum of their individual differences, life experiences, knowledge, innovation, self-expression, unique capabilities and talents that they invest into their work represents a significant part of not just our culture but of our reputation and core values as well. In 2020, we launched a Credit Union employee Diversity, Equity and Inclusion (DEI) Committee to work with the Board's long-standing Diversity Committee. This new committee is to ensure we serve all of our members, without distinction



between them. Thirty-two employees have volunteered to work together to spearhead new directions and provide support for our organizational diversity initiatives.

Empowerment and Representation: We believe in having fun, rewarding our employees for their contributions, and empowering them to make decisions and take action. We advocate for our employees, encourage an open-door policy for any workplace issues, and make our decisions based on member needs, not bottom lines. This commitment and representation extend to our Employee Resources Groups.

Job Security and Working Conditions: To attract the best and brightest talent, we start by providing the peace of mind that comes from being a financially stable and secure company. Credit Union of Colorado also offers flexible scheduling and alternative work arrangements, 5-days off every year, paid floating holidays, vacation time, paid sick time, volunteer time off, and 11 paid Federal Holidays.

Organizational Culture: Since 1934, Credit Union of Colorado has been a trusted resource for our members, throughout the state of Colorado. Our commitment to the community, driven by the 3 E's – Equity, Education, and Environment – reflects our promise to make a lasting impact. Our annual Here to Help (H2H) Day is a day set aside for our employees to engage in community service that directly benefits our members and surrounding communities. This service opportunity is made available to all our team members to do good by caring for and supporting a nonprofit partner organization in their community. In 2022, nearly 192 of our team members volunteered at 22 partnered organizations for approximately 768 hours, and the credit union contributed \$24,000 in cash and in-kind donations to support H2H Day.

Pay: We offer a pay-for-performance compensation program for all employees that offers annual incentives of up to 8-12% of annual base salary for individuals at the Supervisor or below classification. Credit Union of Colorado also automatically contributes 5% of an employee's Base Pay to their 401(k) plan. In order to make employees' home-ownership goals a reality, we offer 1st Mortgage, 2nd Mortgage, and HELOC benefits that offer up to 1.00% off current rates.

Skills and Career Advancement: Through our Education Benefit Program we'll reimburse the cost of tuition and books for relevant Associate degrees, Bachelor's degrees, postgraduate degrees, and professional certifications in addition to Career Coaching and Mentorship.

Signature of this letter indicates Credit Union of Colorado's commitment to supporting activities for program design and delivery, including defining program goals and activities; providing Denver Economic Development & Opportunity with input on labor market changes Credit Union of Colorado is experiencing; identifying career pathways; informing training design; identifying necessary skills and competencies for targeted occupations. In addition, other commitments can include one or more of the following:

- List job openings with local Workforce Areas as openings occur and are appropriate for TEC-P participants.
- Provide input on program and curriculum design to meet their needs for trained employees.



- Provide on-the-job training, paid work experience, apprenticeship and/or work-based training opportunities in partnership with their local Workforce Areas on a voluntary basis.
- Work with Local Workforce Areas on interviewing program participants for job openings.
- Hire qualified participants who complete grant-funded education training program, depending on the employer's needs.
- Participate in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

DocuSigned by:
Kyle Winders
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6/24/2024

Signature

Date



Kyle Winders

IT Director - Service Delivery, End User Services,
Infrastructure

Information Technology

P: 303-830-5200

8959 E. 40th Ave. | Denver, CO 80238

[Facebook](#) | [Instagram](#) | [LinkedIn](#)



To Whom It May Concern:

Please accept this letter as documentation of the commitment of Cyber Sainik for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TEC-P), which will provide the state's unemployed and underemployed, as well as youth, workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle- to high-skilled career pathways in broadband, infrastructure, and IT industry cybersecurity occupations.

Cyber Sainik was born from our founder's previous company, NewCloud Networks, which specialized in cloud computing and cloud communications. Our founder, Sam V. Kumar, his desire to provide reliable cybersecurity solutions to customers fueled the transition from cloud computing to managed security services and thus, Cyber Sainik was created.

Headquartered in the Denver Tech Center, Cyber Sainik offers consistent and uniform protection for endpoints, monitoring and management, vulnerability assessments, and penetration testing. Having built over ten thousand servers at our previous company, our team is uniquely capable of meeting the needs of organizations large and small. Our vision at Cyber Sainik is to be the leading force in cybersecurity, driving innovation and setting the standard for excellence in protecting businesses from cyber threats. Our customers come from different areas of the US, and industry verticals including financial services, healthcare, manufacturing, retail, and data storage.

Our ability to serve customers with tailor-made strategies and excellent support demands a highly skilled and growing set of employees. To help meet this talent need, we have partnered with Activate Work for the past year to discover diverse, untapped talent with deep skills training. TEC-P 2.0 has funded over 73 students' training with Activate Work since 2022.

Our satisfaction with Activate Work and TEC-P 2.0 has only strengthened our desire to partner in this future proposal. Cyber Sainik also recognizes the importance of the Good Jobs Principles highlighted by the Department of Commerce and Department of Labor and believes that, through partnership with Denver Economic Development and Opportunity, we can offer good jobs to qualified TEC-P participants. When we say good jobs, we mean jobs that embrace the following principles:

- Recruitment and hiring** that actively recruits qualified applicants from underserved communities that are evaluated with relevant skills-based requirements.
- Employees are provided competitive and family-sustaining **benefits** that promote economic security and mobility.
- All** employees have **equal** opportunity and are **respected, empowered, and treated fairly**.
- Employees contribute to **decisions** about their work, how it is performed, and organizational direction.
- Employees have a **safe, healthy, and accessible** workplace where they have job security without arbitrary or discriminatory discipline or dismissal.
- Through a strong **organizational culture**, all employees are valued and contribute meaningfully to the organization.
- Employees are paid a competitive **salary** which increases with skills and experience.
- Employees have equitable opportunities and tools to **learn, grow, and move up** within Cyber Sainik.



Signature of this letter indicates Cyber Sainik's commitment to supporting activities for program design and delivery, including defining program goals and activities; providing Denver Economic Development & Opportunity with input on labor market changes Cyber Sainik is experiencing; identifying career pathways; informing training design; identifying necessary skills and competencies for targeted occupations. In addition, other commitments can include one or more of the following:

- List job openings with local Workforce Areas as openings occur and are appropriate for TEC-P participants.
- Provide input on program and curriculum design to meet their needs for trained employees.
- Provide on-the-job training, paid work experience, apprenticeship and/or work-based training opportunities in partnership with their local Workforce Areas on a voluntary basis.
- Work with Local Workforce Areas on interviewing program participants for job openings.
- Hire qualified participants who complete grant-funded education training programs, depending on the employer's needs.
- Participate in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

DocuSigned by:

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6/21/2024

Signature

Date

Printed Name: Lilly Beaver
Position: Chief of Staff and Operations
Organization Name: Cyber Sainik
Address: 5299 DTC Blvd., Ste. 510 Greenwood Village, CO 80111
Email: lbeaver@cybersainik.com
Phone Number: 303-576-5603



To Whom It May Concern:

Please accept this letter as documentation of the commitment of Cynthetic Systems for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TEC-P), which will provide the state's unemployed and underemployed, as well as youth, workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle- to high-skilled career pathways in broadband, infrastructure, and IT industry cybersecurity occupations.

Cynthetic Systems is a boutique technology consultancy that provides cybersecurity & IT solutions and services to small and medium-sized businesses.

Our unique value proposition offers enterprise-grade cybersecurity solutions for organizations with 1 to 100 employees, setting us apart as the ultimate choice for comprehensive cybersecurity and technical solutions.

Our team is committed to a high level of integrity, commitment, and diligence for all our customers. No matter the size or complexity of the project our services offer solutions strategically tailored to your organization's needs and risk profile.

Shifting the Paradigm with AI: At Cynthetic Systems we are at the intersection of AI and cyber. At the heart of our security solutions, we use AI as a force multiplier to help us quickly identify and block attacks and add new capabilities. We are leveraging AI to foster a culture of excellence and continuous improvement.

We offer a comprehensive security stack for robust on-premises, hybrid, or cloud security and compliance. Our preventative approach to security involves integrating solutions strategically tailored to your organization's needs and risk profile. Implementing the best practices and operations faster and more effectively.

As the preeminent technology source for the small and medium-sized business market we want to empower our clients to harness the promise of technology. Cynthetic Systems recognizes the importance of the Good Jobs Principles put forth by the Department of Commerce and Department of Labor and believe that we can partner with Denver Economic Development and Opportunity to offer good jobs to qualified TEC-P participants. We exemplify these [Good Jobs Principles](#) in the following ways:

Recruitment and Hiring: Cynthetic Systems prioritizes hiring individuals who bring a diverse range of skills and experiences to our team. We focus on a fair and inclusive recruitment process, ensuring that all candidates, regardless of background, have an equal opportunity to join our team. Our recruitment strategy involves outreach to underrepresented groups and the use of unbiased assessment tools to select the best talent.

Benefits: We offer a comprehensive benefits package that includes continuing education, identity protection, and paid time off. Our benefits are designed to support the well-being of our



employees and their families, ensuring they have access to the resources they need to maintain a healthy work-life balance.

Diversity, Equity, Inclusion, and Accessibility (DEIA): Cynthetic Systems, we are committed to fostering a diverse and inclusive workplace. Our policies ensure that everyone has equal access to opportunities and resources.

Empowerment and Representation: We believe in empowering our employees by giving them a voice in decision-making processes.

Job Security and Working Conditions: Cynthetic Systems provides job security through stable employment contracts and a supportive work environment. We adhere to safety standards and ensure that our working conditions promote the health and safety of our employees. Our flexible working arrangements, including remote work options, cater to the diverse needs of our team.

Organizational Culture: Our organizational culture is built on respect, collaboration, and continuous improvement. We encourage open communication and foster a sense of community within the company. Team-building activities and regular social events help strengthen our workplace relationships.

Pay: We are committed to providing competitive and equitable compensation to our employees. Regular market assessments ensure that our pay structures are fair and reflect the value of our employees' contributions. We also have a transparent pay policy to promote trust and fairness within the organization.

Skills and Career Advancement: Cynthetic Systems invests in the professional development of our employees through ongoing training and education programs. We offer opportunities for career advancement and encourage our team members to pursue certifications and further education. Our internal promotion policy ensures that our employees have a clear pathway to advance within the company.

By integrating these principles into our operations, Cynthetic Systems not only supports the DOL's Good Job Principles but also enhances our ability to deliver exceptional services and value to our clients. Signature of this letter indicates Ly Cynthetic Systems' commitment to supporting activities for program design and delivery, including defining program goals and activities; providing Denver Economic Development & Opportunity with input on labor market changes Cynthetic Systems is observing; identifying career pathways; informing training design; identifying necessary skills and competencies for targeted occupations. In addition, other commitments the following:

- List job openings with local Workforce Areas as openings occur and are appropriate for TEC-P participants.
- Provide input on program and curriculum design to meet their needs for trained employees.



CYNTHETIC
SYSTEMS

- Provide on-the-job training, paid work experience, apprenticeship and/or work-based training opportunities in partnership with their local Workforce Areas on a voluntary basis.
- Work with Local Workforce Areas on interviewing program participants for job openings.
- Connect qualified participants who complete grant-funded education training program to member organizations who are currently hiring, depending on the employer's needs.
- Participate in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

greg tanner

Signature

6/28/2024

Date

Printed Name: Gregory Tanner
Position: CEO
Organization Name: Cynthetic Systems
Address: 14901 E Hampden Ave #225 Aurora, CO 80014
Email: greg.tanner@cyntheticsystems.com
Phone Number: 720 649 5882

To Whom It May Concern:

Please accept this letter as documentation of the commitment of Pinnacol Assurance for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TEC-P), which will provide the state's unemployed and underemployed, as well as youth workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle - to high-skilled career pathways in broadband, infrastructure and IT industry cybersecurity occupations.

Pinnacol Assurance has been at the forefront of protecting, understanding and caring for workers and businesses for over 100 years. As Colorado's largest workers' compensation insurance carrier, we are committed to keeping workers safe and helping nearly 57,000 Colorado businesses thrive wherever they grow. We are fiercely devoted to keeping workers healthy and safe — every moment of every day. We believe our work shapes communities and changes lives.

Pinnacol goes beyond providing Workers' Compensation insurance to Colorado businesses. We are a technology first company that believes in making a meaningful impact in workers' lives across Colorado in their most difficult moments by designing solutions that effectively help them get the care they need. We enable our policyholders to report a claim with a mobile first experience, all while providing insurance quotes to agents and new clients in 5 minutes or less through our award-winning app. The increased provision of broadband, as well as new renewable energy and transportation projects, across the state of Colorado will only increase our need for talent with skills in cybersecurity, data analytics, and machine learning.

It takes a diverse pool of caring people to achieve our mission. Pinnacol is on a journey to embody diversity, equity and inclusion. We're committed to creating a culture that deeply values differences, where everyone feels like they belong. To this end, we have previously partnered with Denver Economic Development and Opportunity's TEC-P 2.0 by participating in their Tech Talent Unleashed Hiring and Resource Fair, posting jobs with the local Workforce Area, and consistently participating in Tech Talent Denver Sector Partnership meetings, of which Denver Economic Development & Opportunity is a co-convenor.

The Denver Business Journal named Pinnacol a 2023 Diversity, Equity, and Inclusion winner, an award that recognizes the outstanding organizations and outspoken individuals in the Denver metro area who go above and beyond to bolster equality across all areas of diversity, including age, disability, gender, sexual orientation, race and ethnicity. Nominees are judged on their leadership, contributions and innovations within the organization and the community at large.

Pinnacol also recognizes the importance of the Good Jobs Principles put forth by the Department of Commerce and Department of Labor and believe that we can partner with Denver Economic Development and Opportunity to offer good jobs to qualified TEC-P participants. We exemplify these Good Jobs Principles in the following ways:

-Recruitment and Hiring: Pinnacol aims to create a culture of inclusion that deeply values differences. This strategy includes reducing bias and promoting equity during the recruiting and hiring process. All Pinnacol jobseekers have access to information on our website outlining our interviewing process and

timeline, tips for interviewing remotely, and preparation for behavioral-based questions. In 2022, 49% of new hires were BIPOC, and BIPOC candidates filled 22% of open leadership positions.

-Benefits: As an employer, Pinnacol pays the major portion of the premium cost of medical, vision and dental coverage for eligible employees and their dependents. It's also important that employees enjoy a balance between work life and personal interests. That's why our employees receive the flexibility of a paid time off (PTO) bank. Eligible employees may use PTO for vacation, sick leave, or any other personal reason. Full-time employees earn 20 days of PTO each year. After five years of service, PTO increases to 25 days, and after 10 years, 30 days. Employees also receive nine company-paid holidays annually. Pinnacol also offers a wide range of employee benefits including access to wellness programs, retirement contributions to the Public Employees' Retirement Association, disability coverage and life insurance, and adoption assistance.

-Diversity, Equity, Inclusion, and Accessibility (DEIA): Pinnacol has historically supported the advancement of DEI, and the murder of George Floyd catalyzed a commitment to making lasting change. Since 2020, the company has hired a dedicated DEI team, diversified its board of directors which is now 55% Black, Indigenous and People of Color and 56% women, and created a DEI strategic plan with clear goals towards which Pinnacol has made great progress.

These efforts are made possible by Pinnacol's leadership team, DEI Advisory Council, Employee Resource Group co-leads and many others across the organization who actively champion DEI. Leadership has embodied the importance of this work, with nearly 80% attending ongoing DEI learning workshops. Pinnacol executive leaders also have a portion of their compensation tied to DEI performance targets, including goals for hiring and retention of BIPOC team members, and each is an executive sponsor of an ERG or a DEI initiative.

Empowerment and Representation: All employees work in teams, and each team has certain goals and objectives it's expected to meet. Under our gainsharing program, teams have the opportunity to earn a quarterly incentive based on exceeding their goals and objectives. Gainsharing payouts can range from zero to 12 percent of an employee's annual base salary.

Job Security and Working Conditions: We're dedicated to keeping our employees healthy and safe and prioritize a flexible culture by meeting employees where their evolving work-life needs are. Pinnacol conducts quarterly anonymous surveys to measure feelings of trust and belonging among employees. This year, *Monster* and *Engergage* recognized Pinnacol nationally as a Top 10 Workplace for Remote Work based upon an outstanding remote work environment that's dedicated to employee satisfaction and productivity.

Organizational Culture: Pinnacol has been recognized as a "Top Workplace" by *The Denver Post* for eight consecutive years (2017-2024), has been honored with the "Best Places to Work" award by *Built In* for three years in a row (2022-2024), and earned "Top Workplaces USA Culture Excellence Awards" for compensation and benefits, purpose and values, work-life flexibility, leadership, and innovation. Through our corporate volunteer program, Pinnacol in Action, employees receive paid time off to volunteer with Colorado nonprofits. Pinnacol employees dedicated a total of 500 hours to volunteer events in 2020 and donated \$306,250 during the 2021 Employee Giving Campaign.

Pay: When we find the right person, we try to put our best foot forward with an offer that excites the candidate. We consider what the candidate would like to be paid, the skills and experience they bring, what similar jobs pay in the Denver area and make sure there's equal pay for equal work among those they'll be working with. Salary ranges are listed for all job postings.

Skills and Career Advancement: In partnership with CareerWise Colorado, Pinnacol offers a three-year apprenticeship program to high school students in the metro Denver area. Our program helps students find their way by exposing them to many different career pathways and preparing them for a job in a specific field. Our apprentices earn industry credentials, college credits, and more than 2,500 hours of paid, work-based learning experience. Some of the certifications earned by apprentices in our program include IBM Data Science Professional Certificate, CompTIA A+ Certification, and CompTIA Security+ Certification. Previous apprentices have been hired for software developer, cybersecurity specialist, and data scientist roles amongst many more. Our award-winning program has been studied and used as a model by state delegations, federal legislators and educators. We encourage current employees to further their education and assist them by providing tuition reimbursement — up to \$5,250 — for graduate or undergraduate classes. We also promote a learning culture to help employees master their current job and cultivate the skills of the future through a variety of on-site, online, and off-site professional development opportunities.

Signature of this letter indicates Pinnacol Assurance's commitment to supporting activities for program design and delivery, including defining program goals and activities; providing Denver Economic Development & Opportunity with input on labor market changes Pinnacol is experiencing; identifying career pathways; informing training design; identifying necessary skills and competencies for targeted occupations. In addition, other commitments can include one or more of the following:

- List job openings with local Workforce Areas as openings occur and are appropriate for TEC-P participants.
- Provide input on program and curriculum design to meet their needs for trained employees.
- Provide on-the-job training, paid work experience, apprenticeship and/or work-based training opportunities in partnership with their local Workforce Areas on a voluntary basis.
- Work with Local Workforce Areas on interviewing program participants for job openings.
- Hire qualified participants who complete grant-funded education training programs, depending on the employer's needs.
- Participate in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.



Signature

6/27/2024

Date

Printed Name: Trevor Freel

Position: Sr. Director, Talent Acquisition

Organization Name: Pinnacol Assurance

Address: 7501 E. Lowry Blvd, Denver, CO 80230

Email: trevor.freel@pinnacol.com

Phone Number: 303.361.4941



June 17, 2024

Department of Labor
200 Constitution Ave NW
Washington, DC 20210

To the US Department of Labor:

We are writing in support of the Denver Economic Development and Opportunity's (DEDO) proposal for the Technology Employment in Colorado Partnership (TECP), through the Department of Labor's (DOL) Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31.

ActivateWork is a Colorado-based nonprofit that connects diverse, qualified talent to leading employers through rigorous IT and technology skills training, community resources, and professional and life skills coaching. Our free, rigorous IT training is scaffolded with wrap-around training, career coaching, and job attainment to help our learners overcome barriers and achieve family-wage-sustaining careers. Our program has enrolled 400 learners since 2020, with an 85% graduation rate and a 72% job attainment rate. Graduates increase their incomes on average by 2X post-training. Our learners range ages 18 to 55, and consist of two-thirds people of color, one-third women, and 80% low income.

We have partnered with DEDO in multiple capacities to deliver high-quality job training in the region. Through TEPC, ActivateWork will support DEDO to:

- Collaboratively align our resources with employer demands, ensuring that our educational and job training solutions are innovative, effective, and produce exceptional outcomes
- Foster a robust, skilled workforce that meets and exceeds the evolving needs of the IT and Cybersecurity industries
- Provide innovative modes of training delivery, including online, distance, and other technology-enabled learning to support the current learning environments
- Provide Registered Apprenticeship Programs
- Work with employer and sector partners to identify training needs for targeted participants and match training options with industry needs

DEDO and ActivateWork share the belief that talent is equally distributed but opportunity is not. We share DEDO's commitment to transforming the talent pool for high-demand IT and Cybersecurity occupations.

Helen Young Hayes
Chief Executive Officer
ActivateWork, Inc.

DocuSigned by:

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Cyber Qubits

6400 S Fiddlers Green Cir, Ste 300

Greenwood Village, CO 80237

Email: hello@cyberqubits.com

Phone: 720-900-5889



June 14, 2024

RE: DOL Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31

Please accept this letter as a demonstration of **Cyber Qubits'** commitment to the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0). This transformative initiative aims to empower Colorado's unemployed, underemployed, and younger workforce by providing them with comprehensive, individualized counseling, cutting-edge training, work-based learning opportunities, and specialized supportive services. Our goal is to facilitate their seamless transition into high-demand IT and Cybersecurity occupations, fields that currently rely on H-1B visas to meet workforce needs.

As dedicated partners, we are steadfast in our support of local Workforce Development. We pledge to work collaboratively to align our resources with employer demands, ensuring that our educational and job training solutions are innovative, effective, and tailored to produce exceptional outcomes. Together, we are committed to fostering a robust, skilled workforce that not only meets but exceeds the evolving needs of the IT and Cybersecurity industries.

Cyber Qubits® is a cybersecurity training and consulting company focused on developing the next generation of cybersecurity professionals. We specialize in providing top-notch instruction to individuals and organizations that require comprehensive security knowledge.

Cyber Qubits offers a broad range of training programs suitable for individuals at all levels of expertise. From foundational cybersecurity principles to advanced specialized techniques, these programs are curated and continuously updated by industry leaders to address emerging threats.

Cyber Qubits offers role-based training programs that leverage the power of technology and simulated virtual labs to rapidly develop our learners' skills. Through hands-on, practical experiences, we ensure that participants gain the expertise needed to excel in their chosen cybersecurity roles.

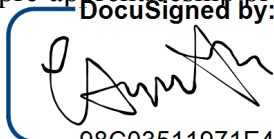
Cyber Qubits is licensed by the Colorado Department of Higher Education, Division of Private Occupational Schools, ensuring the highest standards of educational excellence. Additionally, Cyber Qubits is an approved training partnerships with industry-leading organizations, including **CompTIA**, **ISACA International**, **EC-Council**, and **International Institute for Business Analysis (IIBA)**. This recognition highlights our dedication to maintaining the highest standards of cybersecurity education.

Cyber Qubits distinguishes itself through an exceptional team of cybersecurity specialists possessing PhD degrees, complemented by diverse experiences and insights from different sectors, academia, and workforce development. This positions us uniquely to make valuable contributions to the cybersecurity ecosystem.

In committing to our meaningful engagement in **the Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0)**, we pledge to:

- Offer innovative training delivery methods, such as online, distance learning, and other technology-enhanced options, to support current educational environments.
- Support assessment and pre-screening process to qualify candidates referred from local Workforce areas.
- Develop Career Pathway programs that integrate academic and occupational skills training, aligning with employer-validated work readiness standards and competencies.
- Support local workforce areas in reaching targeted and priority populations through events, distribution of program materials, social media, and website updates.
- Spearhead networking events that connect cybersecurity industry leaders with emerging talent.
- Establish collaborations that integrate quantum education initiatives with Diversity, Equity, Inclusion, Accessibility, and Belonging (DEIAB) best practices.
- Registered Apprenticeship Programs, Industry-Recognized Apprenticeship Programs, and pre-apprenticeship programs.

DocuSigned by:



98C03511971E499...

Signature

6/17/2024

Date

Julia Costin

Co-founder & COO

Cyber Qubits

Address: 6400 S Fiddlers Green Cir., Suite 300

Greenwood Village, CO 80111

Email: julia@cyberqubits.com

Phone: 720-900-5889



University College
UNIVERSITY OF DENVER

RE: DOL Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as a demonstration of University College at the University of Denver's commitment to the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0). This transformative initiative aims to empower Colorado's unemployed, underemployed, and younger workforce by providing them with comprehensive, individualized counseling, cutting-edge training, work-based learning opportunities, and specialized supportive services. We share the TEC-P goal of facilitating a seamless transition for learners into high-demand IT and Cybersecurity occupations.

University College is the University of Denver's college of professional and continuing studies. With career-focused degree programs and skills-based courses, our mission is to deliver enduring professional growth and personal development by providing adult learners access to the University of Denver through alternative educational pathways. Our teams prioritize meeting learners where they are, maximizing flexibility, and meeting the accessibility needs of today's workforce. Our programs are tied to industry demand and designed with working professionals and adult learners in mind. Our high-touch team ensures that each student is supported through their educational experience.

Our technology Boot Camps are intensive learning experiences that deliver in-demand industry skills to help kickstart or advance a career in web development, data analytics, cybersecurity, UX/UI, digital marketing, or artificial intelligence. With live-online classes, instructors who are industry leaders, and dedicated learner and career support, our full-time and part-time tech boot camps provide learners with the skills they need to apply their learning in the workforce.

In collaboration with TEC-P and local workforce regions across Colorado, we have served over 120 boot camp students in the past 2 years. Our partnership with the TEC-P team has enabled us to support students in a more meaningful way by broadening our understanding of the local workforce ecosystem, available resources, and Colorado's workforce needs. We are committed to working with TEC-P and providing students with an impactful learning experience that can lead to a high paying occupation in IT or Cybersecurity and, subsequently, economic mobility for themselves and their families.

As dedicated partners, we believe in the collective impact of local Workforce Development, high-quality educational partners, and employer networks. We look forward to continuing to work collaboratively with TEC-P to align our resources with employer demands, ensuring that our training curricula are innovative, effective, and tailored to produce exceptional outcomes, and that the one-on-one support and service students expect from University of Denver extends to all learners. Together, we are committed to fostering a robust, skilled workforce that not only meets, but exceeds, the evolving needs of Colorado's technology industry.

Signature of this letter indicates our commitment as partners of this grant to collaborate with and support the TEC-P team in a variety of areas including, but not limited to:

- Providing high-quality and accessible training, including online, distance, and other technology-enabled learning to support a diverse set of learner needs
- Working alongside employer and sector partners to identify training needs and align training options with industry demands
- Supporting the assessment and pre-screening process to qualify candidates referred from local Workforce areas
- Supporting local Workforce areas' orientation and recruitment events for potential participants
- Supporting career pathway programs that integrate academic and occupational skills training aligned with employer-validated work readiness standards and competencies
- Supporting local Workforce areas with outreach to priority populations including through events, distribution of program materials, social media, and website updates.



Signature

6.18.24
Date

Teri Markle
Associate Dean
Finance, Business Operations & Continuing Education
University College, University of Denver
Teri.markle@du.edu
303.871.4579



RE: DOL Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as a demonstration of **Metropolitan State University of Denver's** commitment to the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0). This transformative initiative aims to empower Colorado's unemployed, underemployed, and younger workforce by providing them with comprehensive, individualized counseling, cutting-edge training, work-based learning opportunities, and specialized supportive services. Our goal is to facilitate their seamless transition into high-demand IT and Cybersecurity occupations, fields that currently rely on H-1B visas to meet workforce needs.

As dedicated partners, we are steadfast in our support of local Workforce Development. We pledge to work collaboratively to align our resources with employer demands, ensuring that our educational and job training solutions are innovative, effective, and tailored to produce exceptional outcomes. Together, we are committed to fostering a robust, skilled workforce that not only meets but exceeds the evolving needs of the IT and Cybersecurity industries.

MSU Denver is a Hispanic Serving Institute and a nationally recognized leader for social mobility. We understand that cybersecurity is an exciting, complex, and diverse field that is critical to all industries. As our lives become more dependent on internet-based tools and services, the demand has grown for cybersecurity experts. The security field in Colorado continues to grow and is expected to have over 13,000 job openings in 2025.

MSU Denver's Cybersecurity Center will afford students the opportunity to gain much needed hands-on experience through use of The Cyber Range, which takes students through simulated high-speed and realistic scenarios in a controlled and fully assessed training environment.

Students will experience "Defender", "Raider" and "Ransomware" scenarios over the course of 5 days of training at the Cybersecurity Center. These will be coordinated by a Range Instructor and offered as team exercises to no more than 8 people at a time. The training will provide performance-based learning and assessment in a simulated environment where students can work together to improve teamwork, test ideas, solve complex problems and get real-time feedback. It will also allow students to gain hands-on experience with the commercial-grade security tools they will be expected to be proficient with on arrival in the workforce. This will reduce the training burden for employers, making students more attractive hires.

Also, students may have the chance to train as a Security Operations Center (SOC) Analyst through another Cybersecurity Center offering: CENTURION Secured. CENTURION Secured gives students the opportunity to dive into practical aspects of cybersecurity through hands-on work,



tackling real-time security challenges faced by small government and community entities across Colorado. Training is one day at the Cybersecurity Center and then students can work on their own schedule to monitor customer networks, continue to learn SOC analyst skills, be mentored by the more senior SOC Analysts on staff, and progress through additional training experiences.

MSU Denver is committed to partnering with Denver Economic Development and Opportunity for this Technology in Colorado Partnership grant and beyond. We understand the value of TECP by providing opportunity to enter these high skill high paying occupations not only to Denver and the Metro Region but Rural Colorado. MSU Denver meets students where they are and provides learning experiences that cater to their unique needs. Partnering with TECP will help us continue to do just that.

Signature of this letter indicates our commitment as partners of this grant, which includes the following:

- Providing innovative modes of training delivery, specifically through the Cybersecurity Center's Cyber Range
- Support Local Workforce areas for outreach to targeted and priority populations including events, distribution of program materials, social media, and website updates.

Jeffrey L. Newcomer

Signature

6/28/24

Date

Printed Name: Dr. Jeffrey L. Newcomer

Position: Dean of the College of Aerospace, Computing, Engineering, and Design

Organization Name: Metropolitan State University of Denver

Address: 1449 7th Street, Denver, CO 80204

Email: jnewcomer@msudenver.edu

Phone Number: 303-615-0026



RE: DOL Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as a demonstration of **Red Rock Community College's (RRCC)** commitment to deliver high-quality job training for the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TECP). This transformative initiative aims to empower Colorado's unemployed, underemployed, and younger workforce by providing them with comprehensive, individualized counseling, cutting-edge training, work-based learning opportunities, and specialized supportive services. Our goal is to facilitate their seamless transition into high-demand IT and Cybersecurity occupations, fields that currently rely on H-1B visas to meet workforce needs.

Red Rocks Community College (RRCC) is committed and dedicated to supporting local Workforce Development. Since 1969, RRCC has helped students achieve career and educational goals through career-enhancing courses, certificate programs, and degrees. The college offers low tuition rates, financial aid options, and scholarships, making education affordable and accessible. RRCC's wide variety of technical and transfer programs emphasize real-world applicability, academic excellence, and industry-aligned academic rigor for success in continuing education or direct to work.

Red Rocks Community College offers two Bachelors of Applied Science degrees and is recognized as the only Community College in the country to offer students a Masters degree. RRCC provides various degrees and certificates in high-demand fields like Health Careers, Computer Science, Secure Software Development, Industrial Controls, Construction, Advanced Manufacturing, and Law Enforcement. Through the *Mines Academy* program, RRCC transfers more students to Colorado School of Mines than any other college in the state.

The Cybersecurity program, built on the NIST Cybersecurity Framework, includes a dedicated Cyber Range and curriculum that prepares students for industry certifications from CompTIA, EC Council, and CISCO, equipping them for entry-level careers in cybersecurity. The Cybersecurity students at RRCC students can earn a Bachelor of Applied Science (BAS) in Secure Software Development or participate in the student Cyberclub or earn and learn with the Northrup Grumman Cybersecurity Apprenticeship program.

With campuses in Lakewood and Arvada, RRCC offers flexible course delivery formats, including traditional classroom, online, hybrid, self-paced, evening, and weekend classes. RRCC boasts accessible, highly qualified faculty and is the only community college in Colorado with an Endowed Teaching Chair Program with over 20 Endowed Teaching Chairs awarded in support of Teaching Excellence. Support services at RRCC include free tutoring, advising, on-site childcare, behavioral health staff, accessibility services, a fitness center, and more.

Lakewood Campus

13300 West Sixth Ave. • Lakewood, CO 80228-1255

P 303.914.6600

Arvada Campus

10280 W 55th Ave. • Arvada, CO 80002-4931

P 303.914.6010

RRCC engages with the Colorado Community College System and Denver Metro IT and Aerospace Sector Partnerships to address workforce development needs, ensuring successful training and job placement for clients. As dedicated partners, we are steadfast in our support of local Workforce Development. We pledge to work collaboratively to align our resources with employer demands, ensuring that our educational and job training solutions are innovative, effective, and tailored to produce exceptional outcomes. Together, we are committed to fostering a robust, skilled workforce that, not only meets but, exceeds the evolving needs of the IT and Cybersecurity industries.

My signature on this letter affirms our support and commitment as a partner for this grant, which includes:

- Providing innovative modes of training delivery, including online, distance, and other technology-enabled learning like our Cyber-Lab to support the current learner needs and environments
- Promote and refer potential TECP trainees to DEDO's partnering workforce areas for eligibility screening
- Provide Registered Apprenticeship Programs, Industry-Recognized Apprenticeship Programs, and pre-apprenticeship programs like our, first in the state, Northrop Grumman Cybersecurity DOL Registered Apprenticeship
- Work with employer and sector partners to identify training needs for targeted participants and match for-credit, non-credit, incumbent worker training options with industry needs
- Develop incumbent worker training in collaboration with employers that have received approval from DEDO to upskill or retain their employees
- Support assessment and pre-screening process to qualify candidates referred from local workforce areas
- Support local workforce areas' orientation and recruitment events for potential participants
- Integrate academic and occupational skills training aligned with employer-validated work readiness standards and competencies
- Support Local Workforce areas for outreach to targeted and priority populations including events, distribution of program materials, social media, and website updates


Signature

6/28/24
Date

Matthew Sweeney

Dean of Workforce Services
Red Rocks Community College
matthew.sweeney@rrcc.edu
303.914.6241



TechNation Careers
20234 E. Lake Circle
Centennial, CO 80016

RE: DOL Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as a demonstration of TechNation's commitment to deliver high-quality job training for the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TECP). This transformative initiative aims to empower Colorado's unemployed, underemployed, and younger workforce by providing them with comprehensive, individualized counseling, cutting-edge training, work-based learning opportunities, and specialized supportive services. Our goal is to facilitate their seamless transition into high-demand IT and Cybersecurity occupations, fields that currently rely on H-1B visas to meet workforce needs.

As dedicated partners, we are steadfast in our support of local Workforce Development. We pledge to work collaboratively to align our resources with employer demands, ensuring that our educational and job training solutions are innovative, effective, and tailored to produce exceptional outcomes. Together, we are committed to fostering a robust, skilled workforce that not only meets but exceeds the evolving needs of the IT and Cybersecurity industries.

TechNation (TN) is dedicated to empowering New Americans, including refugees and immigrants, by providing comprehensive career services to facilitate their integration into the technology industry. Our programs are designed to address the unique challenges faced by these individuals, helping them to overcome cultural and professional barriers and secure rewarding jobs in the IT sector. Our offerings include specialized training programs, career mentorship, and job placement services, all provided at no cost to the participants.

TechNation has a robust capacity to serve individuals referred for training through the Tech Employment Connection Program (TECP). Our well-established partnerships with educational institutions such as Regis University and industry leaders like Amazon Web Services (AWS) ensure that participants receive high-quality, accredited training. Additionally, our bilingual instructors and culturally competent career coaches are equipped to provide personalized support, ensuring that each participant is well-prepared for the job market.

Signature of this letter indicates our commitment as partners of this grant, that includes:

1. **Commitment to Partner with DEDO:** TechNation is committed to partnering with the Denver Economic Development & Opportunity (DEDO) to support the integration of New Americans into the local workforce. We align our training programs with DEDO's goals to meet the needs of both employers and job seekers in the Denver area. Our collaboration with DEDO will ensure that our programs are responsive to local employment trends and workforce demands.



2. **Unique Training and Support:** TechNation offers a unique combination of CompTIA and AWS certification programs that are recognized industry-wide. These courses, including CompTIA A+ and Security+, provide foundational and advanced skills necessary for entry-level and mid-level IT positions. Our training also includes soft skills development, such as resume writing, interview preparation, and cultural competency training, which are crucial for the success of our participants in the workplace.
3. **Placement of Students with Employers:** We have a strong track record of placing students with employers through our extensive network of corporate partners. Our Employment Specialists maintain relationships with over 30 corporate partners and continuously expand this network. Examples of successful placements include partnerships with major tech companies and consulting firms, where our candidates have secured positions as IT technicians, help desk support, and network administrators.
4. **Commitment to Work with TECP Participants:** TechNation is dedicated to working closely with TECP participants throughout their training and job search journey. Each participant receives individualized attention from our career coaches and employment specialists, ensuring they have the support needed to achieve their career goals. Our services are tailored to meet the specific needs of New Americans, leveraging our expertise in cultural competency and technical training.
5. **Providing Input and Ensuring Student Success:** We are committed to providing DEDO with regular feedback on training programs and participant progress. Our collaborative approach ensures that the training remains relevant and effective. We will actively participate in meetings and discussions with DEDO to share insights and recommendations based on our experience working with New Americans. This ongoing dialogue will help us to continually refine our programs and enhance the success of our students.

By partnering with DEDO, TechNation aims to create a seamless pathway for New Americans to transition into the technology workforce, contributing to the economic growth and diversity of the Denver community.

- Provide innovative modes of training delivery, including online, distance, and other technology-enabled learning to support the current learning environments
 - Refer potential TECP trainees to DEDO's partnering workforce areas for screening
- Provide Registered Apprenticeship Programs, Industry-Recognized Apprenticeship Programs, and pre-apprenticeship programs
- Work with employer and sector partners to identify training needs for targeted participants and match training options with industry needs
 - Develop incumbent worker training in collaboration with employers that have received approval from DEDO to upskill or retain their employees
- Support assessment and pre-screening process to qualify candidates referred from local workforce areas
- Support local workforce areas' orientation and recruitment events for potential participants
- Integrate academic and occupational skills training aligned with employer-validated work readiness standards and competencies



- Support Local Workforce areas for outreach to targeted and priority populations including events, distribution of program materials, social media, and website updates.

Steve Goslee

Signature

6/24/2024

Date

Printed Name: Steve Goslee
Position: Executive Director
Organization Name: TechNation Careers
Address: 20234 E. Lake Circle
Email: steve@technationcareers.org
Phone Number: 847-436-7984



Colorado Urban Workforce Alliance

Adams, Arapahoe/Douglas, Boulder, Broomfield, Denver, Mesa, Pikes Peak, TriCounty, Larimer & Weld

June 28, 2024

U.S. Department of Labor
Employment and Training Administration
200 Constitution Avenue, NW, Room N4716
Washington, DC 20210

Re: U.S. Department of Labor, Employment and Training Administration H-1B Building Pathways to Infrastructure Jobs Grant Program. Opportunity Number: FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as documentation of the commitment of the Colorado Local Workforce Areas for the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0), which will provide the state's unemployed and underemployed as well as younger workers, with individualized counseling, training, work based learning, and supportive and specialized services leading to employment in occupations and industries for which employers use H-1B visas to hire foreign workers. The participating Local Workforce Areas (Workforce Development Boards) are part of the Central Planning Region and the Colorado Rural Workforce Consortium, have long-standing collaborative partnerships, and are located throughout the TEC-P 3.0 targeted geographic regions.

Signature of this letter indicates the partners' commitment to assume the roles and responsibilities detailed below. The duties listed are individualized to each type of partner below:

Fiscal Agent and Lead Applicant:

The Denver Economic Development and Opportunity (DEDO) is the lead applicant and fiscal agent for the TEC-P 3.0 H-1B project and will oversee the financial management of the grant. In addition, DEDO will be responsible for:

- Programmatic oversight and administration of the project including program design and execution, infrastructure development, coordination, communication, and management of partner organizations, technical support to partners as well as program activity monitoring of all partners
- Timely and accurate financial and participant-level performance reporting, including the process for tracking participant-level data on participant characteristics, services, activities, and employment outcomes of participants served through the project to report to the Department during the life of the grant.
- Utilize current systems to regularly assess progress towards the identified performance goals and collection and reporting of quarterly status based on performance outcomes measured against goals.
- Development, production and coordinated distribution of outreach materials.
- Management of an electronic meeting technology option that will provide partners with a shared communication platform for ongoing planning and communications
- Facilitation of partner participation in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.



Colorado Urban Workforce Alliance

Adams, Arapahoe/Douglas, Boulder, Broomfield, Denver, Mesa, Pikes Peak, TriCounty, Larimer & Weld

Local Workforce Areas (Workforce Development Board):

Denver Workforce Services

Colorado Rural Workforce Consortium

Local Workforce Area partners will provide individualized coaching for participants including any combination of the following range of services depending on the unique needs of each participant and the options available through employer and training partners in their region:

- Working with employer and sector partners to identify training needs for targeted participants
- Working with education and training partners to match training options with employer needs
- Recruiting, screening, and referring qualified candidates from their respective local regions
- Conducting educational and career assessments for every participant
- Providing supportive services or referrals for supportive services as needed
- Connecting participants with on-the-job training, paid work experience, apprenticeships, and other work-based training opportunities through training and employer partners
- Connecting participants with job options through employer partners and supporting with the job applications, interview process, and other job search resources.
- Recording and maintaining all participant data for performance outcomes measurement
- Participating in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding

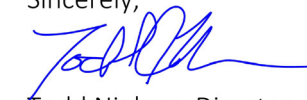
Colorado Urban Workforce Alliance:

CUWA will serve in a convening and advisory role to support the development of the program and serve as an industry liaison. This role will include the following:

- Convening a consortia of employers and industry associations to provide employer input on training needs
- Liaising between employers and trainers to determine the most effective options for increasing participant competencies in the targeted H-1B industries and occupations
- Providing the lead applicant with program design and management expertise based on recent success with similar programs
- Participating in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding

Thank you for considering the Denver Economic Development and Opportunity's grant application for the Infrastructure Jobs Grant program. I am confident that with your support, they will make a profound difference in our community and state by empowering individuals with the skills, opportunities and supportive services needed to secure and retain gainful quality job employment.

Sincerely,



Todd Nielsen, Director



210 – 128 West Hastings St, Vancouver, BC V6B 1G8

June 17, 2024

RE: DOL Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as a demonstration of Riipen's commitment to the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0). This transformative initiative aims to empower Colorado's unemployed, underemployed, and younger workforce by providing them with comprehensive, individualized counseling, cutting-edge training, work-based learning opportunities, and specialized supportive services. Our goal is to facilitate their seamless transition into high-demand IT and Cybersecurity occupations, fields that currently rely on H-1B visas to meet workforce needs.

As dedicated partners, we are steadfast in our support of local Workforce Development. We pledge to work collaboratively to align our resources with employer demands, ensuring that our educational and job training solutions are innovative, effective, and tailored to produce exceptional outcomes. Together, we are committed to fostering a robust, skilled workforce that not only meets but exceeds the evolving needs of the IT and Cybersecurity industries.

Conceptualized as a capstone entrepreneurship project at the University of Victoria, Riipen addressed an issue that its founders faced personally as learners: the challenge of gaining relevant work experience, building a professional network, and demonstrating skills to that network of employers so they may start their careers doing work they love. Riipen's founders faced the graduation conundrum. You can't get a job without experience, but you can't get experience without a job.

Since its inception in 2013, Riipen has expanded its reach internationally and developed a state-of-the-art technology platform that caters and provides significant competitive advantages for organizations and academic institutions while staying true to their original goal of supporting student development.

Riipen has enabled 200,000+ students at 640+ post-secondary institutions and training providers to partake in work-integrated, project-based experiential learning with 35,000+ companies. All of this leads us to our mission: Eliminate underemployment.



We believe that the Denver Economic Development and Opportunity's Technology Employment in Colorado Partnership (TECP) program is in alignment with our mission, and are excited at the opportunity to partner on a project together. Riipen has significantly increased its collaboration with Workforce Development agencies across North America to further this mission and partner with workforce development providers to create equitable career-advancing opportunities, allowing students to enhance career readiness through real work projects that align with their training programs and career goals.

Riipen's innovative course-to-project matchmaking platform allows educators to easily provide students with opportunities to gain marketable skills; align with workforce development initiatives and help employers strengthen their talent pipeline with a diverse pool of candidates. Students work on real projects that add tremendous value to organizations while developing in-demand skills. With our remote friendly projects, we can offer something unique to rural participants who may not easily access in-person opportunities.

Please feel free to reach out at any time with any questions. We look forward to hearing updates. Thank you for your consideration of the Denver Economic Development and Opportunity for this program.

Sincerely,



Mara Woody
Senior Manager, Strategic Partnerships
Riipen
mara.woody@riipen.com
573-268-1533



From: Colorado Technology Association

Date: June 27, 2024

To Whom It May Concern:

Please accept this letter as documentation of the commitment of Colorado Technology Association (CTA) for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TECP), which will provide the state's unemployed and underemployed, as well as youth, workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle- to high-skilled career pathways in broadband, infrastructure, and IT industry cybersecurity occupations.

CTA is the state of Colorado's premier nonprofit tech organization, representing more than 300 members and a network of 18,000 leaders statewide. CTA is creating meaningful connections throughout our community and advancing our technology ecosystem by establishing an inclusive and diverse talent pipeline; advocating for modernized policy; and fostering technology industry-focused economic growth. We serve our members by offering a forum for business development, career advancement, civic engagement, and access to influential thought leaders who are driving innovation.

As the lead organization for tech policy and tech development, CTA has committed to collect and publish statewide data on the tech sector. The *2022 Colorado Tech Industry Report*, presented by CTA, serves as a resource of data and trends for the economic development community, policy makers, and the tech industry and we are currently in the process of compiling our 2024 report. The report highlights how Colorado's tech industry directly accounts for 9 percent of Colorado's employment and 18 percent of the gross state product. Employment in the IT industry grew by 22 percent from 2016 to 2021, the 7th fastest growth rate in the nation. In the next five years, Colorado tech occupations across all industries are predicted to grow by an additional 11 percent, the 6th highest predicted growth rate across all fifty states.

On a more granular level, our report indicates that information analyst jobs are among the top occupations by number and experiencing the highest growth. The increase of Big Data has created demand for workers who can help process and dissect information. This shows that from a talent perspective, cultivating a tech workforce is not just about coding websites and apps, but it is also critical to have capable individuals well versed in statistics and mathematics.

Of these analysts, information security analysts have been one of the fastest growing tech occupations in Colorado with Lightcast data estimating a +123% growth percentage. Of the top certifications listed in job postings for Colorado's tech occupations (Jan 2021-Nov 2022), 7 of the top 10 are relevant to cybersecurity career pathways. With the passage of the Bipartisan Infrastructure Law, CHIPS and Science Act, and Inflation Reduction Act, we expect this trend to continue at an even greater pace.



As an industry association, we are laser-focused on Diversity, Equity, Inclusion, and Accessibility. The data from our report indicates that there is much work to be done to build a truly diverse and inclusive technology workforce. Expanding the pathways to tech jobs is so imperative because these jobs offer high wages and have lower risk of being automated in the future. In Colorado, while 49 percent of the population identify as women, only 33 percent of tech occupations are held by women. Moreover, whereas 67% of the state's population is white, white workers account for 77% of tech occupations. Hispanic people comprise only 10 percent of tech occupations even though they make up 22 percent of Colorado's population. Black workers only make up 3% of tech occupations and Native workers 0.4%.

CTA's desire to support programs and initiatives that drive a diverse and inclusive technology workforce have made Denver Economic Development and Opportunity a natural partner. CTA and Denver Economic Development and Opportunity were recently named partners in the Elevate Quantum Tech Hub's Phase 2 application. We also have partnered with Denver Economic Development & Opportunity in numerous state grant applications in support of their workforce initiatives. Finally, Ross Gothelf, Employer Services Liaison for Denver Economic Development and Opportunity's TECP 2.0 is a co-convenor of the Tech Talent Denver Sector Partnership.

The Tech Talent Denver Sector Partnership strives to create a space where industry leaders and community partners can come together to address and begin solving some of our tech industry's most pressing challenges. With a focus on addressing talent needs in the Denver Metro Region, we support a thriving information and technology industry by generating discussion and action amongst industry leaders. We also collaborate with community and regional partners to support, educate, develop, and train a viable tech workforce.

CTA also recognizes the importance of the Good Jobs Principles put forth by the Department of Commerce and Department of Labor and believe that we can partner with Denver Economic Development and Opportunity to continue to advocate for high-quality jobs for qualified TECP participants. We advocate for the Good Jobs Principles with our more than 300 member organizations and throughout the state of Colorado in numerous ways.

To increase the recruitment and hiring of tech workers from diverse communities, we held an Executive Roundtable in March 2024 with nearly 30 top tech and HR executives to inform our Tech Talent Denver Sector Partnership's strategy to grow the future of workforce. Two of our biggest takeaways from this roundtable were: 1) Tech companies want future employees to have meaningful experience applying skills to business problems, regardless of degree and/or credentials. 2) There is a lot of confusion around what public workforce programs and funding opportunities exist and how to access them. To that end, Tech Talent Denver has pledged to create a Resource Hub of tech talent resources that will benefit tech leaders and jobseekers. Our recently launched Resource Action Group will collect and categorize a list of all available resources in the community and the Technology Action Group will focus on the infrastructure and design of the hub. We believe the creation of this Resource Hub will enhance the profile of TECP as a program where tech companies can access diverse, skilled talent and individual jobseekers can access life-changing training and employment opportunities.



We also promote diversity, equity, inclusion, and accessibility through our signature event, SheTech. SheTech is a one-day event for 9th and 10th grade female-identifying students featuring hands-on activities in science, technology, engineering and math (STEM) alongside professionals from a variety of backgrounds and industries. This event, with the participation of nearly 20 industry partners in 2024, provides Colorado companies the opportunity to educate, develop and lead tomorrow's female-identifying champions towards careers in an inclusive technology-based workforce. CTA has also hosted an annual Women in Technology Conference for the past 13 years. At our 2023 Women in Tech Conference, over 650 women explored the theme, "When Women Lead." We discussed how our organizations' culture, teams, and communities change when women are in leadership positions, how women contribute to the thriving Colorado tech community, and how we can create opportunities for a broader range of voices and perspectives moving forward.

Finally, CTA promotes skills and career advancement, through our own Tech Certification & Training Program which offers no-cost certifications through Grow with Google as well as career-readiness training to support individuals' advancement in the technology industry. We also offer numerous monthly events centered around education and professional networking including a monthly "Insights Series," a bi-monthly "Womenar" series that aims to identify and understand the issues facing women in technology and leadership positions, and CTA Happy Hours. Our Tech Affairs Council empowers tech workers by providing the chance for members to come together to discuss policy issues impacting the Colorado tech community. Lastly, our annual C-Level @ A Mile High event provided almost 800 individuals from the Colorado tech community the chance to directly connect with 57 C-Level tech executives.

Signature of this letter indicates Colorado Technology Association's commitment to supporting activities for TECP program design and delivery as well as one or more of the following:

- Identify necessary skills and competencies for training.
- Provide related skills-based training in collaboration with the required education/training provider.
- Work with employer and education partners to develop new or modify existing curricula.
- Advise on recruitment, retention, and advancement strategies within the IT industry, and the cybersecurity industry more specifically.
- Communicate with current and potential workers within the sector.
- Create professional development and networking events for current and potential workers within the sector.
- Act as mentors and on-the-job trainers to new workers.



- Participate in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

A handwritten signature in black ink, appearing to read "Brittany Morris Saunders", followed by a horizontal line.

Brittany Morris Saunders

President & CEO, Colorado Technology Association

brittany@coloradotechnology.org

About Colorado Technology Association

CTA represents over 300 companies in the Colorado technology sector - ranging in size from small startups to large corporations that employ a significant number of Coloradans. CTA's mission is to support an inclusive, diverse and thriving tech ecosystem for the state of Colorado. For 30 years, CTA has been the unified voice working on behalf of the Colorado tech community.



RE: DOL Building Pathways to Infrastructure Jobs Grant Program FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as documentation of the commitment of Latinas in Tech's (LiT) Denver Chapter for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TEC-P), which will provide the state's unemployed and underemployed, as well as youth, workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle- to high-skilled career pathways in information technology occupations that support renewable energy, transportation, and broadband.

Empowering and Connecting Latinas Since 2014, Latinas in Tech is a non-profit organization with the aim to connect, support, and empower Latina women working in tech. We work hand in hand with top technology companies to create safe spaces for learning, mentorship and recruitment.

Our members are not just breaking glass ceilings; they are building bridges, connecting cultures, and amplifying the impact of technology to create a more interconnected and inclusive world. Embracing all sorts of skills, experiences and backgrounds leads to innovation, collaboration, and ultimately, a stronger tech ecosystem. 980 Mentors and mentees paired in 2023, 785 Jobs on our job board in 2023, 16,737 Event participants in 2023, quantify the impact and power of LiT. Latinas in Tech takes lead from the outspoken needs of members and allies to create virtual, hybrid and in-person events across our rapidly expanding chapters network. Members can Grow with our Programs, expand their network, find their next tech job, or build community among so many other opportunities.

In recent years, Colorado has become a hot spot for San Francisco Bay Area tech companies to open secondary offices. Tech giants like Google, Facebook, and Salesforce all have offices in the state, as do private companies like Gusto and Robinhood. And notably, Palantir Technologies, the data analytics company, recently moved its headquarters from Palo Alto, California, to Denver. In Denver particularly, 2019 saw the largest amount of venture capital investment into startups based in the city. We're excited to bring together the Latinas of the tech industry in Denver by: 1. Developing networking opportunities and building relationships with one another 2. Increasing awareness of the Latinas in tech in Denver and their impact to the community 3. Celebrate and acknowledge each other's accomplishments, challenges, and successes.

In partnership with TECP, we would love to provide mentor sourcing. We can tap cyber professionals/experts in our network and provide a real-life view for participants that some cyber leaders look like them and work in the roles they aspire to one day be in. Providing more mentorship opportunities is something we'd like to offer more to our community members.



DENVER

ECONOMIC DEVELOPMENT
& OPPORTUNITY

LiT Denver also envisions a series of events throughout future cohorts that will expose participants to real-life scenarios of what a career in cybersecurity can look like. We feel strongly about creating a transparent dialogue about what a tech career can be like (and completing the

certification is just one part). So much work comes after that, including advocating for yourself, negotiating, finding mentors, etc.

Signature of this letter indicates Latinas in Tech Denver's commitments that can include:

- Identify necessary skills and competencies for training.
- Provide related skills-based training in collaboration with the required education/training provider.
- Work with employer and education partners to develop new or modify existing curricula.
- Advise on recruitment, retention, and advancement strategies within the IT industry, and the cybersecurity industry more specifically.
- Communicate with current and potential workers within the sector.
- Create professional development and networking events for current and potential workers within the sector.
- Act as mentors and on-the-job trainers to new workers.
- Participate in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

Aimara Rodriguez

06/09/24

Signature

Date

Printed Name: Aimara Rodriguez, Jaidie Vargas

Position: Chapter Co-Leaders

Organization Name: Latinas In Tech - Denver

Emails: aimara.rodriguez@latinasintech.org, jaidie@latinasintech.org, denver@latinasintech.org

Phone Numbers: 205-370-2856 (Aimara), 850-225-5178 (Jaidie)

To Whom It May Concern:

Please accept this letter as documentation of the commitment of Women in CyberSecurity's (WiCyS) Colorado Affiliate for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TEC-P), which will provide the state's unemployed and underemployed, as well as youth, workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle- to high-skilled career pathways in broadband, infrastructure , and IT industry cybersecurity occupations.

WiCyS' mission is to recruit, retain and advance women in cybersecurity to build a robust and diverse cybersecurity workforce. Our vision is a world where the cybersecurity workforce is an inclusive space. We believe that we align with the goals of TEC-P and happily support their application for the DOL grant.

Signature of this letter indicates WiCyS' commitments that can include one or more of the following:

- Identify necessary skills and competencies for training.
- Provide related skills-based training in collaboration with the required education/training provider.
- Advise on recruitment, retention, and advancement strategies within the IT industry, and the cybersecurity industry more specifically.
- Communicate with current and potential workers within the sector.
- Create professional development and networking events for current and potential workers within the sector.
- Assist with and promote available local mentoring programs and opportunities.

WiCyS Colorado Board Members:

Sherry Peng

Signature

June 19, 2024

Date

Printed Name: Sherry Peng
Position: President
Organization Name: WiCyS Colorado
Email: pengsherry01@gmail.com

Teresa Gehrke

June 19, 2024

Signature

Date

Printed Name: Teresa Gehrke
Position: Social Media Chair
Organization Name: WiCyS Colorado
Email: Teresa@popcykol.com

Lilli Chang

June 19, 2024

Signature

Date

Printed Name: Lilli Chang
Position: Treasurer
Organization Name: WiCyS Colorado
Email: lilli.pjung@gmail.com

Erika J Jones

June 19, 2024

Signature

Date

Printed Name: Erika J Jones
Position: Vice President
Organization Name: WiCyS Colorado
Email: jones.erikaj@gmail.com

Danielle Strimbu

June 19, 2024

Signature

Date

Printed Name: Danielle Strimbu
Position: Events Chair
Organization Name: WiCyS Colorado
Email: danielle.strimbu@du.edu

Marcella Wigg

June 19, 2024

Signature

Date

Printed Name: Marcella Wigg

Position: Secretary

Organization Name: WiCyS Colorado

Email: marcellakathrynwigg@gmail.com



To Whom It May Concern:

Please accept this letter as documentation of the commitment of Blacks in Technology's (BIT) Denver Chapter for Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership (TEC-P), which will provide the state's unemployed and underemployed, as well as youth, workers, with individualized counseling, training, work-based-learning, and supportive and specialized services leading to or supporting middle- to high-skilled career pathways in broadband, infrastructure , and IT industry cybersecurity occupations.

The Blacks in Technology Foundation (BIT) is a global organization committed to increasing the representation and participation of Black people in the technology industry. Its mission is to "Stomp the Divide" by establishing a blueprint of technical excellence and innovation, ensuring equitable participation in tech and creating pathways for Black professionals to thrive. BIT offers mentorship, networking events, training programs, workshops, and financial assistance through scholarships and grants. With numerous local chapters worldwide, BIT fosters a supportive community for members to share experiences and collaborate. The organization advocates for diversity and inclusion, working with companies and educational institutions to promote supportive policies and practices. Through partnerships and collaborations, such as this partnership with Denver Economic Development & Opportunity, BIT creates job opportunities and projects benefiting its members. Although it started in the U.S., BIT has expanded globally, creating a worldwide network of Black tech professionals.

Signature of this letter indicates Blacks in Technology's commitments that can include one or more of the following:

- Identify necessary skills and competencies for training.
- Provide related skills-based training in collaboration with the required education/training provider.
- Work with employer and education partners to develop new or modify existing curricula.
- Advise on recruitment, retention, and advancement strategies within the IT industry, and the cybersecurity industry more specifically.
- Communicate with current and potential workers within the sector.
- Create professional development and networking events for current and potential workers within the sector.
- Act as mentors and on-the-job trainers to new workers.
- Participate in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

Gregory Williams

Signature

06/28/2024

Date



June 28, 2024

U.S. Department of Labor
Employment and Training Administration
200 Constitution Avenue, NW, Room N4716
Washington, DC 20210

Re: U.S. Department of Labor, Employment and Training Administration H-1B Building
Pathways to Infrastructure Jobs Grant Program. Opportunity Number: FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as documentation of the commitment of the Colorado Local Workforce Areas for the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0), which will provide the state's unemployed and underemployed as well as younger workers, with individualized counseling, training, work based learning, and supportive and specialized services leading to employment in occupations and industries for which employers use H-1B visas to hire foreign workers. The participating Local Workforce Areas (Workforce Development Boards) are part of the Central Region and the Colorado Rural Workforce Consortium, have long-standing collaborative partnerships, and are located throughout the TEC-P 3.0 targeted geographic regions. Signature of this letter indicates the partners' commitment to assume the roles and responsibilities detailed below. The duties listed are individualized to each type of partner below:

Fiscal Agent and Lead Applicant:

The Denver Economic Development and Opportunity (DEDO) is the lead applicant and fiscal agent for the TEC-P 3.0 H-1B project and will oversee the financial management of the grant. In addition, DEDO will be responsible for:

- Programmatic oversight and administration of the project including program design and execution, infrastructure development, coordination, communication, and management of partner organizations, technical support to partners as well as program activity monitoring of all partners
- Timely and accurate financial and participant-level performance reporting, including the process for tracking participant-level data on participant characteristics, services, activities, and employment outcomes of participants served through the project to report to the Department during the life of the grant.
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- Facilitation of partner participation in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

Local Workforce Areas (Workforce Development Board):

Denver Workforce Services

Colorado Rural Workforce Consortium

Local Workforce Area partners will provide individualized coaching for participants including any combination of the following range of services depending on the unique needs of each participant and the options available through employer and training partners in their region:

- Working with employer and sector partners to identify training needs for targeted participants
- Working with education and training partners to match training options with employer needs
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- Connecting participants with on-the-job training, paid work experience, apprenticeships, and other work-based training opportunities through training and employer partners
- Connecting participants with job options through employer partners and supporting with the job applications, interview process, and other job search resources.
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- Participating in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding

Colorado Urban Workforce Alliance:

CUWA will serve in a convening and advisory role to support the development of the program and serve as an industry liaison. This role will include the following:

- Convening a consortia of employers and industry associations to provide employer input on training needs
- Liaising between employers and trainers to determine the most effective options for increasing participant competencies in the targeted H-1B industries and occupations
- Providing the lead applicant with program design and management expertise based on recent success with similar programs
- Participating in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding



Sir Green

Sir Green, Ed.D, MBA

Sr. Operations Director

Denver Workforce Development



ECKERD CONNECTS | Workforce Development

4685 Peoria St. Ste 256 | Denver, CO 80239

C: (303) 335-8550

E: sgreen@eckerd.org



June 28, 2024

U.S. Department of Labor
Employment and Training Administration
200 Constitution Avenue, NW, Room N4716
Washington, DC 20210

Re: U.S. Department of Labor, Employment and Training Administration H-1B Building
Pathways to Infrastructure Jobs Grant Program. Opportunity Number: FOA-ETA-23-31

To Whom It May Concern:

Please accept this letter as documentation of the commitment of the Colorado Local Workforce Areas for the Denver Economic Development and Opportunity's proposed Technology Employment in Colorado Partnership 3.0 (TEC-P 3.0), which will provide the state's unemployed and underemployed as well as younger workers, with individualized counseling, training, work based learning, and supportive and specialized services leading to employment in occupations and industries for which employers use H-1B visas to hire foreign workers. The participating Local Workforce Areas (Workforce Development Boards) are part of the Central Region and the Colorado Rural Workforce Consortium, have long-standing collaborative partnerships, and are located throughout the TEC-P 3.0 targeted geographic regions. Signature of this letter indicates the partners' commitment to assume the roles and responsibilities detailed below. The duties listed are individualized to each type of partner below:

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- Facilitation of partner participation in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding.

Local Workforce Areas (Workforce Development Board):

Denver Workforce Services

Colorado Rural Workforce Consortium

Local Workforce Area partners will provide individualized coaching for participants including any combination of the following range of services depending on the unique needs of each participant and the options available through employer and training partners in their region:

- Working with employer and sector partners to identify training needs for targeted participants
- Working with education and training partners to match training options with employer needs
- Recruiting, screening, and referring qualified candidates from their respective local regions
- Conducting educational and career assessments for every participant
- Providing supportive services or referrals for supportive services as needed
- Connecting participants with on-the-job training, paid work experience, apprenticeships, and other work-based training opportunities through training and employer partners
- Connecting participants with job options through employer partners and supporting with the job applications, interview process, and other job search resources.
- Recording and maintaining all participant data for performance outcomes measurement
- Participating in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding

Colorado Urban Workforce Alliance:

CUWA will serve in a convening and advisory role to support the development of the program and serve as an industry liaison. This role will include the following:

- Convening a consortia of employers and industry associations to provide employer input on training needs
- Liaising between employers and trainers to determine the most effective options for increasing participant competencies in the targeted H-1B industries and occupations
- Providing the lead applicant with program design and management expertise based on recent success with similar programs
- Participating in all evaluation activities as required by the U.S. Department of Labor as a condition of receipt of grant funding



Suzie Miller

Suzie Miller

Pronouns: She|Her|Hers*

Director

Colorado Rural Workforce Consortium

*Learn more about why my pronouns are displayed [here](#)



A proud partner of the American Job Center Network.

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DOL Building Pathways to Infrastructure Jobs Grant Program Performance Outcome Measures and Tracking Indicators

H-1B PERFORMANCE OUTCOME MEASURES AND TRACKING INDICATORS		
	Performance Outcome Measures and Tracking Indicators	Numerical Targets (cumulative 5-year totals)
	TRACKING INDICATORS	
1	Total number of participants served (cumulative 5-year total) This tracking indicator includes the total number of unique participants who receive a grant-funded service during the grant period of performance after they are deemed eligible for the program. <i>Note: Applicants are required to provide annual and cumulative target for the total number of participants served; however, this data will not be treated as a performance outcome measure.</i>	600
2	Total number of participants who began receiving education/job training activities (cumulative 5-year total) This tracking indicator includes only unique participants, and the target should not exceed the total number of participants served. <i>Note: Applicants are required to provide annual and cumulative targets for the total number of participants who began receiving education/job training activities; however, this data will not be treated as a performance outcome measure.</i>	540
	PERFORMANCE OUTCOME MEASURES	
1	Total number of participants who completed education/job training program activities (cumulative 5-year total) This performance outcome measure includes only unique participants, and the target should not exceed the total number of participants who began receiving education/job training activities.	480
2	Total number of participants who completed education/job training program activities and obtained a credential (cumulative 5-year total) This performance outcome measure includes only unique participants, and the target should not exceed the total number of participants who completed education/job training program	400

	activities.	
3	Total number of unemployed and underemployed participants who completed education/job training program activities and entered unsubsidized employment This performance outcome measure includes only unique participants who are unemployed and underemployed (as defined in Section III.C.3. Eligible Participants), and the target should not exceed the total number of participants who completed education/job program training activities. Note that the sum of the targets for this performance outcome measure and Performance Outcome Measure #6 should not exceed the total number of participants who completed education/job training program activities. Incumbent workers should not be included in this outcome.	385
4	Total number of incumbent worker participants who completed education/job training program activities and advanced into a new position This performance outcome measure includes only unique participants who are incumbent workers (as defined in Section III.C.3. Eligible Participants), and the target should not exceed the total number of participants who completed education/job program training activities. Note that the sum of the targets for this performance outcome measure and Performance Outcome Measure #5 should not exceed the total number of participants who completed education/job training program activities. Incumbent workers who do not advance into a new position (i.e., who retained their existing position) with their current employer or a new employer following the completion of a training program should not be included in this outcome. <i>If an applicant is not proposing to offer services to incumbent workers the applicant should not submit a target for this performance outcome measure and should note it here.</i>	50

- **Provide a thorough explanation of how the numerical targets for the four performance outcome measures and two tracking indicators are feasible and appropriate for the design of the program—specifically, detail how the targets were derived and how the targets fit into the overall timeline of grant implementation. (8 points)**

TEC-P 3.0 anticipates the following outcomes, which are realistic and feasible by using prior performance from TEC-P—the foundation of this program's expansion. *Total participants served*: 600. Derived from actual performance and cost per participant of TEC-P, which served 800 participants at \$9175. While intending to reduce year over year enrollment compared to the

two previous iterations, TEC-P 3.0 will focus on cyber security occupations that require additional training and hands-on experience. The timeline allows for scaling up and winding down: PY1: 95, PY2: 145, PY3: 145, PY4: 125, PY5: 90. *Total Colorado Technology Employment in Colorado 2.0 (TEC-P 3.0) participants enrolled: 540.* Derived from actual performance of TEC-P, with 90% of participants enrolled in education and training and the remaining 10% requiring case management and minimum employment support. The number of expected participants each year is as follows: PY1: 90, PY2: 135, PY3: 140, PY4: 95 PY5: 80 enrolled in education/training. *Total completing: 480.* Derived from actual performance of TEC-P, with 90% of participants successfully completing training activities. Reflecting the number of expected enrollees each year: PY1: 88, PY2: 137, PY3: 130, PY4: 65 PY5: 60 completing. *Participants receiving credential: 400.* Derived from WIOA adult credential attainment rate of 60%, which is realistic and feasible based on past performance of similar target populations and education/training programs. Reflecting the number of completers: PY1: 65, PY2: 125, PY3: 110, PY4: 60 PY5: 40. *Number unemployed/underemployed obtain employment: 385.* Derived from actual performance of TEC-P, 65% of participants completing will be unemployed/underemployed. Reflecting the breakdown of completers: PY1: 60, PY2: 120, PY3: 120, PY4: 55 PY5: 30 obtaining employment. *Number incumbent worker: 50.* Derived from past projections (50) and actual performance (50) of TEC-P, which is realistic because of the expanded sectors and geographic scope of TEC-P 2.0. Data is also derived from WIOA adult employment rates for local areas and the state's past success in meeting performance outcomes. This is realistic and feasible based on the similarity of training programs, credential attainment, and the high-demand sectors for employment of TEC-P 3.0 participants.

Technology Employment in Colorado 3.0 (TECP 3.0)

Past Performance Chart

Name of Previous Grantor Organization: Department of Labor Employment and Training Administration ..			
Grantor Contact Name: Edgar Garcia, Federal Project Officer, Garcia.edgar@dol.gov , 972-850-4650			
Project Title and Grant Number: H-1B Ready to Work Partnership Grant SGA/DFA PY-13-07 Technology Employment in Colorado Partnership (TEC-P)			
Grant Description: Upskill and reskill participants in IT and Advanced Manufacturing			
Project Period of Performance: 10/1/14 thru 6/31/2019			
Number of Participants Actually Enrolled: 674			
Population Served: Unemployed and Underemployed			
Performance Goals			
Metric	Performance Goal (from completed grant agreement)	Performance Outcome	Result (shown as Performance Outcome /Performance Goal and%)
<i>Total Participants Served</i>	593	674	$674/593 = 114\%$
<i>Incumbent Worker</i>	55	59	$59/55 = 107\%$
<i>Total Participants enrolled in Education/Training activities</i>	508	633	$633/508 = 125\%$
<i>Total Participants completing education/training activities</i>	508	542	$542/508 = 107\%$
<i>Total Participants completing education/training activities and receive a degree or other credential</i>	338	329	$329/339 = 97\%$
<i>Total Number of unemployed participants who obtain employment</i>	458	440	$440/458 = 96\%$
<i>Total number of incumbent worker participants who advance into a new position</i>	47	22	$22/47 = 47\%$
<i>Average wage that participants will earn at</i>	\$63,280	\$78,547.00	$\$78,547/\$63,280 = 124\%$

Technology Employment in Colorado 3.0 (TECP 3.0)

<i>placement</i>			
<i>*Total participants who enrolled in intensive services only</i>	30	66	$66/30 = 220\%$
<i>Total participants who completed intensive services only and obtained employment</i>	26	66	$66/26 = 254\%$
<i>*Not Required for Reporting: Median wages Q4 after exit</i>	NA	NA	518 employed \$67,688.00
Spending Rate Analysis			
Grant Funds Received:	Grant Funds Spent by end of Original Period of Performance:	Total Spent / Total Grant Funds	Percentage Rate of Spending:
\$6,172,569.00	\$6,168,696.81	$\$6,168,696.81 / \$6,172,569.00$	99.84%
Cost Per Positive Outcome (Provide calculation): <i>Total funding / the number of program participants</i> \$6,172,569 total grant funding / 674 participants = \$9,158.11 cost per participant Return on Investment: \$7.84 for every dollar spent. Over the life of the grant, participants went on to earn a total of \$48.36 million through December 2018. At a cost of \$6.17 million, this is a return of \$7.84 in worker earnings for every one public dollar spent.			

Health Resources & Services Administration**Federal Office of Rural Health Policy (FORHP) Data Files****non-metro-counties-cts; <https://www.hrsa.gov/rural-health/about-us/what-is-rural/data-files>**

ST	CountyName	CTY FIPS	CT	RUCA 2010	
CO	Adams	08001	0800100840 2	2	
CO	Alamosa	08003			
CO	Arapahoe	08005	0800500710 1	2	
CO	Archuleta	08007			
CO	Baca	08009			
CO	Bent	08011			
CO	Boulder	08013	0801301360 1	10	
CO	Chaffee	08015			
CO	Cheyenne	08017			
CO	Clear Creek	08019			This county is eligible even though it is designated as a Metropolitan County under an exception for outlying counties that do not have any urbanized area population.
CO	Conejos	08021			
CO	Costilla	08023			
CO	Crowley	08025			
CO	Custer	08027			
CO	Delta	08029			
CO	Dolores	08033			
CO	Eagle	08037			
CO	Elbert	08039			
					This county is eligible even though it is designated as a Metropolitan County under an exception for outlying counties that do not have any urbanized area population.

CO	El Paso	08041	0804100380 1	7	
CO	El Paso	08041	0804100380 2	7	
CO	El Paso	08041	0804100460 2	2	
CO	Fremont	08043			
CO	Garfield	08045			
CO	Gilpin	08047			This county is eligible even though it is designated as a Metropolitan County under an exception for outlying counties that do not have any urbanized area population.
CO	Grand	08049			
CO	Gunnison	08051			
CO	Hinsdale	08053			
CO	Huerfano	08055			
CO	Jackson	08057			
CO	Kiowa	08061			
CO	Kit Carson	08063			
CO	Lake	08065			
CO	La Plata	08067			
CO	Larimer	08069	0806900240 2	2	
CO	Larimer	08069	0806900280 1	7	
CO	Larimer	08069	0806900280 2	7	
CO	Larimer	08069	0806900280 3	7	
CO	Las Animas	08071			
CO	Lincoln	08073			
CO	Logan	08075			

CO	Mesa	08077	08077001800	10	
CO	Mesa	08077	08077001900	2	
CO	Mineral	08079			
CO	Moffat	08081			
CO	Montezuma	08083			
CO	Montrose	08085			
CO	Morgan	08087			
CO	Otero	08089			
CO	Ouray	08091			
CO	Park	08093			This county is eligible even though it is designated as a Metropolitan County under an exception for outlying counties that do not have any urbanized area population.
CO	Phillips	08095			
CO	Pitkin	08097			
CO	Prowers	08099			
CO	Pueblo	08101	08101003200	2	
CO	Pueblo	08101	08101980100	10	
CO	Rio Blanco	08103			
CO	Rio Grande	08105			
CO	Routt	08107			
CO	Saguache	08109			
CO	San Juan	08111			
CO	San Miguel	08113			
CO	Sedgwick	08115			
CO	Summit	08117			

					This county is eligible even though it is designated as a Metropolitan County under an exception for outlying counties that do not have any urbanized area population.
CO	Teller	08119			
CO	Washington	08121			
CO	Weld	08123	08123001800	10	
CO	Weld	08123	08123002006	10	
CO	Weld	08123	08123002101	4	
CO	Weld	08123	08123002102	4	
CO	Weld	08123	08123002501	10	
CO	Weld	08123	08123002502	2	
CO	Yuma	08125			

Attachment E: Payment Management System Access Letter

(For payment draw-down and financial reporting)

U.S. Department of Labor/ETA

Office of Grants Management

200 Constitution Avenue, N.W. – Room N-4716
Washington, D.C. 20210



Dear Recipient:

Congratulations on your recent award. This document provides instructions on how to access your organization's funding, as well as how to submit quarterly ETA-9130 Financial Reports. Award recipients accomplish both tasks using the Payment Management System (PMS), operated by the U.S. Department of Health and Human Services (HHS).

All grant recipients must have an ID.me account to gain access to PMS.

Establishing your ID.me account is the first step in the PMS process. User access requests for grant recipients will only be approved if you have an ID.me account. If you have questions related to creating an ID.me account or need technical assistance with accessing PMS via ID.me, instructions and additional guidance can be found at https://xms.hhs.gov/help/job-aids/help_pages.html.

For Existing PMS Users

If your organization has previously received a grant or cooperative agreement with ETA, a PMS account already exists, and it's where you can find your new grant award funding. The front page of your grant award will have the following information to help access your funding in PMS:

- The last eight digits of the Federal Award Identification Number (item 12) of the new grant or cooperative agreement (e.g., XX123456),
- Award amount (item 20), and
- The PMS Employer Identification Number (EIN) (item 3) (e.g., 1123456789X1) where the new grant or cooperative agreement funding resides under a payee account (e.g., 5h43B).

Recipients may add or amend account access and banking information using the links below.

- To add or remove PMS account access for your organization, please visit: <https://pms.psc.gov/grant-recipients/user-access.html>
- To add a bank account to your PMS account, please visit: <https://pms.psc.gov/grant-recipients/banking-add-change.html>

For new PMS Users

When issuing a grant award, a PMS account has been set up for your organization. A payee account (e.g., 5h43B) also has been established, and it's where you can find funding for your

new grant award. The front page of your grant award will have the following information to access to your account:

- The last eight digits of the Federal Award Identification Number (item 12) of the new grant or cooperative agreement (e.g., XX123456),
- Award amount (item 20), and
- The PMS Employer Identification Number (EIN) (item 3) (e.g., 1123456789X1) where the new grant or cooperative agreement funding resides under a payee account (e.g., 5h43B).

As a new PMS user, you will need to add or amend account access and banking information using the links below.

- To add or remove PMS account access for your organization, please visit:
<https://pms.psc.gov/grant-recipients/user-access.html>
- To add a bank account to your PMS account, please visit:
<https://pms.psc.gov/grant-recipients/banking-add-change.html>

Submitting Federal Financial Reports in PMS

Recipients must report quarterly financial data on the ETA-9130 Financial Report, which is due as shown below:

Quarter End Date	Quarterly ETA-9130 Due Date
March 31	May 16
June 30	August 15
September 30	November 15
December 31	February 15

A final financial report for the last quarter of the period of performance must be submitted no later than 120 calendar days after the expiration of the grant period of performance. Additional information on financial reporting can be found in [TEGL No. 16-22 and TEGL No. 16-22, Change 1](#).

Recipients must submit financial reports through PMS. Recipient staff who are submitting/certifying financial reports on behalf of their organization must log in to PMS and update their permissions to request access to the financial report forms.

- For general instructions on financial report submission, visit:
<https://pms.psc.gov/grant-recipients/ffr-updates.html>
- Grant Recipients' financial reports can be found by: *Login PMS → select "Menu" → Federal Financial Reporting → Federal Financial Reporting*
- A Financial Report User Guide can be found by: *Login PMS → select "Menu" → Federal Financial Reporting → FFR Grantee User Guide*

PMS Help Desk

If you need assistance with your PMS account, information on the PMS Helpdesk can be found at <https://pms.psc.gov/support/help-desk.html>.

- Please contact the PMS Help Desk at (877) 614-5533 or PMSSupport@psc.gov
- Recipients may also submit a service ticket online and access more services using the Self-Service Web Portal at: https://gditshared.servicenowservices.com/hhs_pms

Attachment F:
Negotiated Indirect Cost Rate Agreement

CERTIFICATE OF COST ALLOCATION PLAN

City and County of Denver
Denver Economic Development and Opportunity
Division of Workforce Development

This is to certify that I have reviewed the Cost Allocation Plan submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal, dated **April 17, 2024**, to establish cost allocations or billings for Fiscal Year **2024** are allowable in accordance with the requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the Cost Allocation Plan.

(2) All costs included in this proposal are properly allocable to Federal awards based on a beneficial or causal relationship between the expenditures incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Government Unit: City and County of Denver
Denver Economic Development and Opportunity

Signature: Fanta Harkiso

Name of Official: Fanta Harkiso

Title: DEDO Financial Director

Date of Execution: April 17, 2024

**Denver Economic Development and Opportunity
Division of Workforce Development
Cost Allocation Plan
January 1, 2024**

Organization

Denver Economic Development and Opportunity (DEDO) is comprised of the following divisions:

1. DEDO Executive Office
2. Division of Business Development
3. Division of Small Business Opportunity
4. Division of Workforce Development
5. Neighborhood Equity and Stabilization

DEDO's Organization Chart and 2024 Budget are included in this Cost Allocation Plan as Attachments A and B respectively.

This Cost Allocation Plan is specific to DEDO's Division of Workforce Development.

Workforce Development Services

DEDO's Division of Workforce Development (DWD) serves as a comprehensive employment and training resource for jobseekers and employers throughout Denver. Along with a strong collaboration with contractors, DWD connects jobseekers with needed skills to secure sustainable employment and connects employers with a trained and ready workforce.

DWD, through its contracted service provider Eckerd Connects, offers Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker services to eligible individuals at the One-Stop Center and the Affiliate Center. DWD's staff provides Employer Services, Wagner-Peyser Employment Services, and Trade Adjustment Act Assistance at the One-Stop Center and the Affiliate Center.

DWD also provides connections to several other programs to ensure participant success.

- Veterans and eligible spouses receive priority assistance and can connect with resources through the Jobs for Veterans State Grant Program and the Veterans Service-to-Career Grant Program.
- WIOA Youth services are offered through DWD's contracted partner Eckerd Connects.
- DWD has partnered with local counties, businesses, non-profits, and educational institutions to provide training in the technology and manufacturing sectors through the H-1B-One Workforce Grant Program.
- Other opportunities are provided through programs such as Back to Work 50+, Lives Empowered, Disability Employment Initiative, Pathway Home, Sector Partnerships, and State Apprenticeship Expansion.

The following chart summarizes DWD's services and One-Stop partners:

Program Services	Provider	Access Methodology
WIOA Title I Adult/DW	Eckerd Connects (DWD Contractor)	Located in the One-Stop Center
WIOA Title I Youth	Eckerd Connects (DWD Contractor)	Located in the One-Stop Center
YouthBuild	Mile High Youth Corps	Cross-Trained
Native American Programs	Denver Indian Center, Inc.	Cross-Trained
WIOA Title II Adult Education and Family Literacy Act	Aurora Mental Health & Recovery	Cross-Trained
WIOA Title III Wagner-Peyser	DEDO - DWD	Located in the One-Stop Center
WIOA Title IV Vocational Rehabilitation	CDLE - DVR	Cross-Trained
Senior Community Service Employment Programs	SER Jobs for Progress - National	Cross-Trained
Carl D. Perkins Career and Technical Education Act	Emily Griffith Technical College	Cross-Trained
Trade Adjustment Assistance	Eckerd Connects	Located in the One-Stop Center
Jobs for Veterans State Grants Programs	CDLE-Veterans Services	Located in the One-Stop Center
Community Services Block Grant - Employment and training activities	Denver Human Services	Cross-Trained
Department of Housing and Urban Development - Employment and training activities	DEDO – NEST	Cross-Trained
State Unemployment Insurance	CDLE – UI Division	Direct Technological Linkage
Temporary Assistance for Needy Families	Denver Human Services	Cross-Trained
Job Corps	Equus	Cross-Trained

Direct Costing

All allowable costs of DWD that are readily identified with a specific program or cost objective are charged directly to that program.

Examples of direct costs include the following:

- Wages and fringes of DWD staff assigned to a specific program
- Expenditures of contractors who carry out activities of specific programs
- Supportive services, tuition, and work experience for program participants

Allocation Costing

Shared costs that are not readily chargeable to a final cost objective are accumulated in the DWD General Cost Pool (GCP) and periodically allocated to final cost objectives using the cost allocation methodologies described below.

Examples of allocated costs include the following:

- Wages
- Fringes
- Computer Usage
- Contracts for Professional Service
- Equipment Purchase or Rental
- Meetings
- Parking
- Postage
- Printing
- Rent
- Repairs and Maintenance
- Staff Training
- Storage
- Subscriptions
- Supplies
- Telephone
- Travel

Payroll Cost Allocation

Payroll costs can be either direct costs or allocated costs. The classification is based on the workload performed by each employee.

DWD staff assigned to program operations submit biweekly timesheets indicating time spent on specific programs. The actual wages and fringes paid to employees for the corresponding pay period are then allocated to each program based on time percentages calculated from the timesheets.

Administrative staff also submit biweekly timesheets. To the extent possible, administrative staff report time spent on specific programs. These employees may also charge time to the DWD GCP to be allocated in the General Cost Allocation described below.

General Cost Allocation

General and administrative costs that include personnel and non-personnel costs not directly identified as benefiting specific programs are accumulated in the DWD GCP.

General and administrative costs may be classified as either administrative or program costs or both based on a ratio of administrative and program staff and the criteria for usage.

Direct costs charged to each program are used to obtain a percentage of the total direct costs charged to all programs to be applied to the general and administrative costs for a specific period. Previously allocated amounts are then subtracted from the resulting calculation to record the new monthly general and administrative cost allocation for each program.

Once a program has ended, it will be removed from the General Cost Allocation and a new allocation period will begin for the remaining funding sources. The same process will be followed when a new program begins and is to be included in the allocation.

Reclassification of Expenditures in the City's Financial System of Record

Initially, DWD staff payroll costs are paid from the DWD GCP which is represented in the City's Financial System of Record by the Fund-Cost Center combination of 17802-0117100. Monthly journal entries are prepared to transfer payroll costs from the DWD GCP to each benefiting program based on the Payroll Cost Allocation.

Non-direct program costs such as general and administrative costs and non-personnel costs are also accumulated in the DWD GCP. This includes DWD's net share of personnel and non-personnel costs from the DEDO Cost Allocation. Monthly journal entries are prepared to transfer these costs from the DWD GCP to each benefiting program based on the General Cost Allocation.

Documentation used as the basis to perform cost allocations may include employee timesheets, payroll registers, general ledger reports, and other source documents.

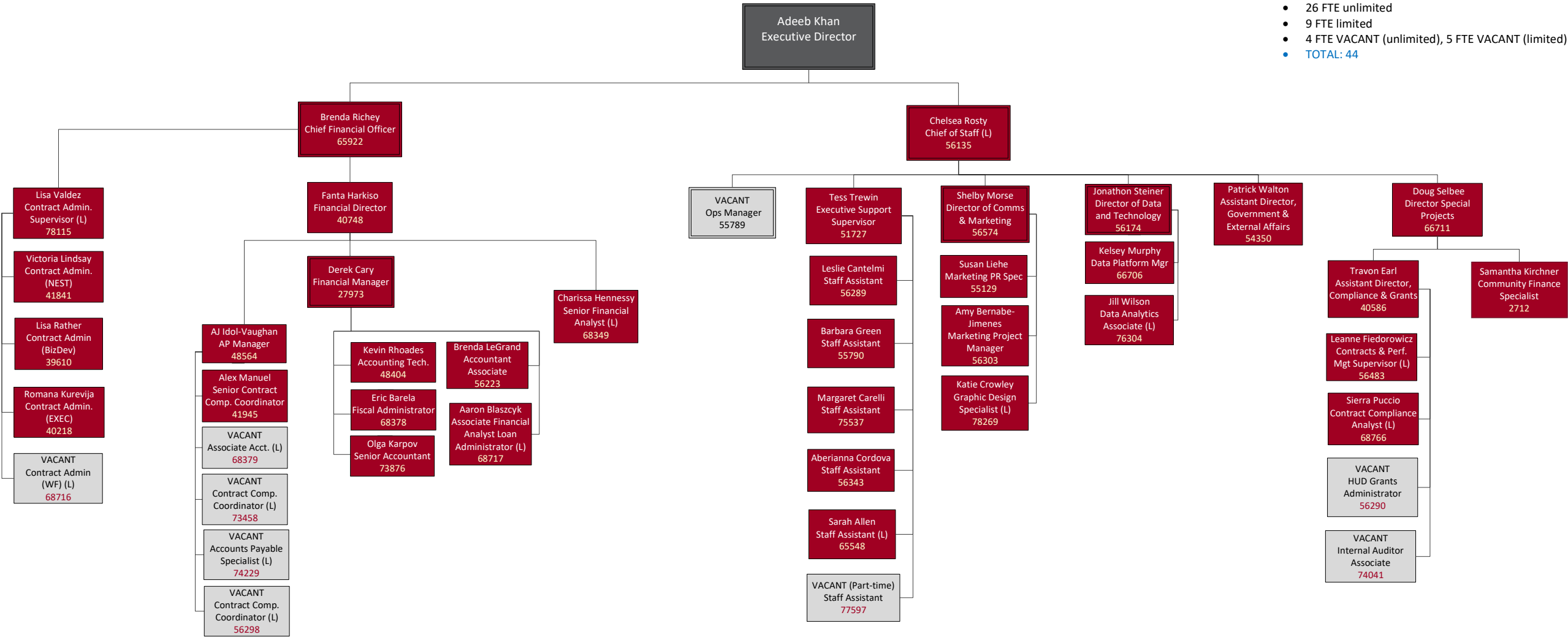
Attachment A

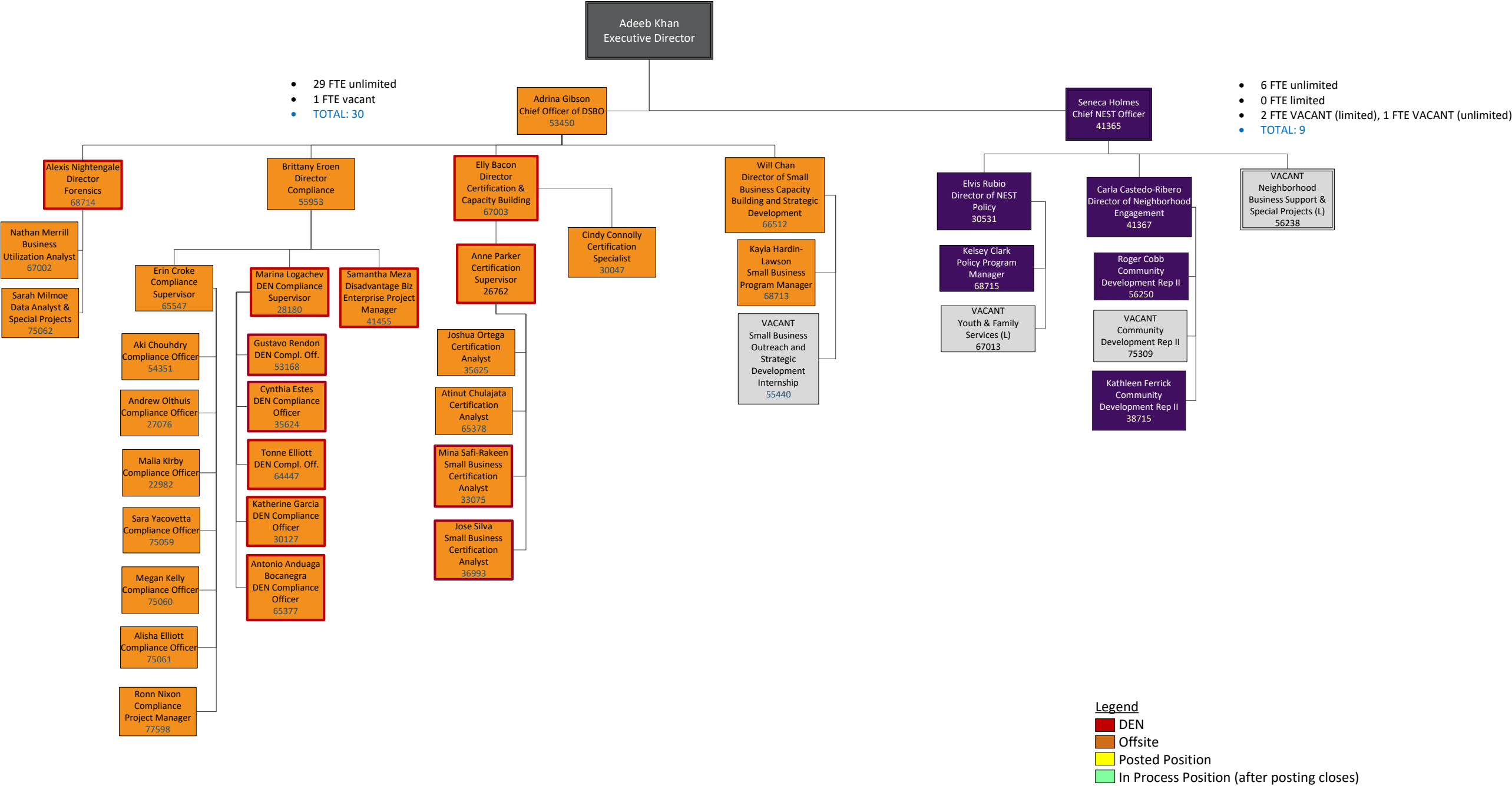
Denver Economic Development and Opportunity

Organization Chart

EXECUTIVE OFFICE

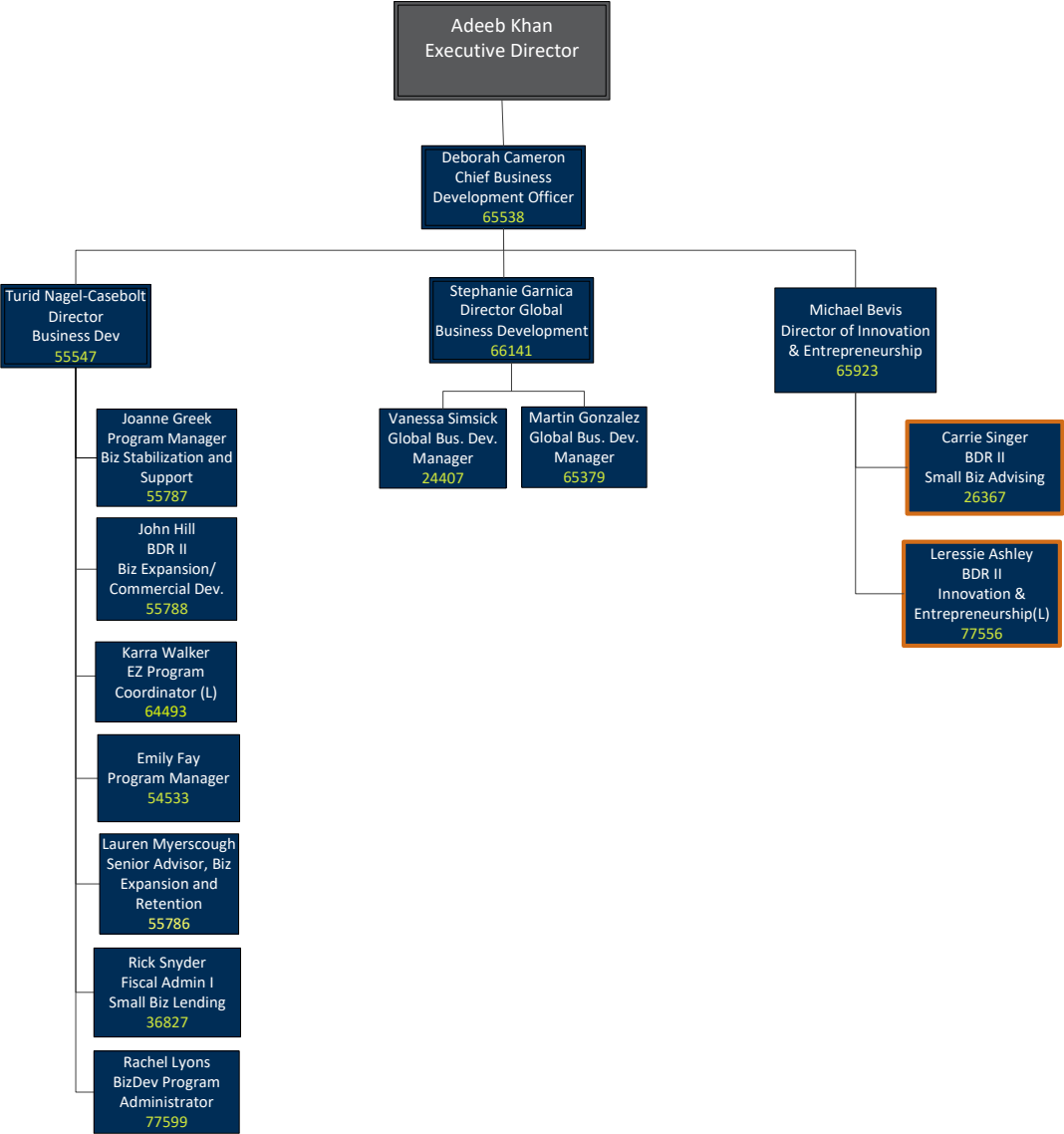
April 2024





BUSINESS DEVELOPMENT/GLOBAL/INNOVATION & ENTREPRENEURSHIP

April 2024



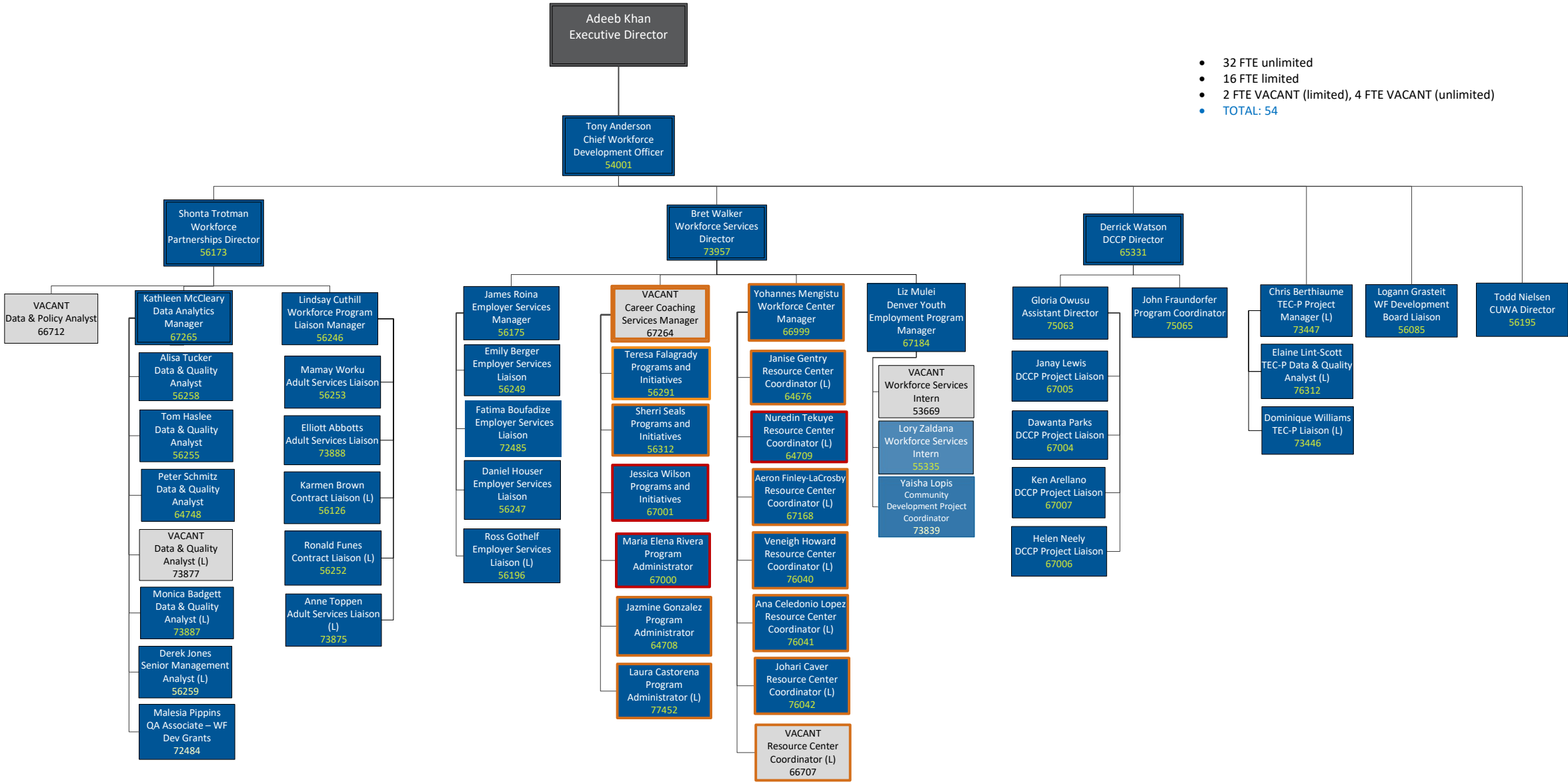
- 13 FTE unlimited
- 2 FTE limited
- 0 FTE VACANT (unlimited), 0 FTE VACANT (limited)
- TOTAL: 15

Legend

- DEN
- Offsite

WORKFORCE

April 2024



- 32 FTE unlimited
- 16 FTE limited
- 2 FTE VACANT (limited), 4 FTE VACANT (unlimited)
- TOTAL: 54

Legend

DEN

Offsite

Attachment B

Denver Economic Development and Opportunity

2024 Budget

MAYOR'S 2024 BUDGET

City and County of Denver



DENVER
THE MILE HIGH CITY

ADOPTED BUDGET

Economic Opportunity Estimated Expenditures and Project Descriptions by Agency

Economic Opportunity Estimated Expenditures and Project Descriptions by Agency

Fund	Control Level	Program Name	2022 FTE	2023 FTE	2024 FTE	2022 Actuals	2023 Estimated	2024 Estimated
Appropriated Special Revenue Funds								
Denver Economic Development and Opportunity								
17601	0117000	Employer Recruitment, Training and Retention Program	8.00	-	0.79	1,440,620	4,248,988	477,500
17603	0117000	Youth Employment and Training Programs	-	0.10	0.09	499,036	2,193,842	768,800
17601	0114000	Employer Recruitment, Training and Retention Program	-	8.00	8.00	87,085	3,159,521	3,200,000
DEDO Appropriated SRF Subtotal			8.00	8.10	8.88	2,026,741	9,602,351	4,446,300
Total Appropriated SRFs			8.00	8.10	8.88	2,026,741	9,602,351	4,446,300
Non-Appropriated Special Revenue Funds								
Business and Community Investment								
11847	0114400	Business Incentives	-	-	-	607,500	1,200,000	6,298,088
17803	0114410	Coronavirus Emergency Business Support	-	-	-	497,310	-	-
Subtotal			-	-	-	1,104,810	1,200,000	6,298,088
Business Development Division								
17807	0114000	Denver Retail Attraction	-	-	-	-	1,000,000	1,000,000
11842	0114000	Enterprise Zone	0.50	-	0.38	29,861	342,253	370,445
17805	0114000	The Malone Fund	-	-	-	1,412,983	8,636,611	3,737,674
Subtotal			0.50	-	0.38	1,442,844	9,978,864	5,108,119
Economic Development Grant and Special Revenue Funds								
17904	0117000	Business and Workforce Development Training, Support, Outreach	-	-	1.00	15,087	128,537	316,877
11814	0117000	Revolving Loan Fund	-	-	-	27,310	238,362	238,362
11820	0117000	Skyline - Economic Development Project	-	-	-	-	1,247,655	1,247,655
Subtotal			-	-	1.00	42,397	1,614,554	1,802,894
Executive Office								
11855	0115000	Marketing Sponsorships	-	-	-	55,127	38,478	38,478
Subtotal			-	-	-	55,127	38,478	38,478
DEDO Non-Appropriated SRF Subtotal			0.50	-	1.38	2,645,177	12,831,896	13,247,579
Transfers								
11847	9910000	Transfer to General Fund	-	-	-	-	-	3,500,000
17601	9910000	Transfer to General Fund	-	-	-	-	-	2,000,000
17603	9910000	Transfer to General Fund	-	-	-	-	-	250,000
Economic Opportunity Transfers Total			-	-	-	-	-	5,750,000
Total			8.50	8.10	10.26	4,671,919	22,434,247	23,443,879

Economic Opportunity Estimated Expenditures and Project Descriptions by Agency

Denver Economic Development and Opportunity

Appropriated Special Revenue Funds

The **Employer Recruitment, Training, and Retention (GF) Program** establishes direct relationships with industry consortiums, determines their workforce needs, and develops specific recruitment, training, and retention programs to create employment opportunities for the working poor. Revenue to this program is a transfer from the General Fund. This fund is appropriated annually and is non-lapsing. In 2024, a portion of this fund's cash balance is being transferred back to the General Fund to better align capacity in the fund with historical spending. This fund will continue to receive a General Fund transfer in 2024.

The **Youth Employment and Training Program** provides employment opportunities for youth interested in a government-assisted summer work experience. Included in this is the Careerwise program, which helps facilitate youth into Career Residency Training. These funds are used to put youth into workforce training opportunities and revenue for this program comes from a transfer from the General Fund. In 2024, a portion of this fund's cash balance is being transferred back to the General Fund to better align capacity in the fund with historical spending. This fund will continue to receive a General Fund transfer in 2024.

Non-Appropriated Special Revenue Funds

The **Business Incentives Fund** encourages and develops new investment programs, supports the seeding and nurturing of emerging economic and business targets, and supports existing high-economic impact businesses. Funded by a General Fund transfer. In 2024, a portion of this fund's cash balance is being transferred back to the General Fund to better align capacity in the fund with historical spending. This fund will continue to receive a General Fund transfer in 2024.

The **Malone Fund** expands access to venture capital for diverse-owned Denver startups and early-stage companies. The Malone Fund is focused on expanding access to capital for companies led by individuals with historic underinvestment and looks to galvanize leaders to disrupt systems of economic inequities. It is funded by revenue generated from one percent of retail marijuana sales tax, up to \$50 million. Additionally, it is anticipated that non-City dollars will contribute to this effort.

The **Enterprise Zone Program** manages the nonprofit portion of Enterprise Zone activity and markets the Enterprise Zone program. Enterprise Zones are targeted areas, whose boundaries are determined by the State, that are eligible to receive economic incentives based on factors including poverty and unemployment rates in those areas. Revenue to this fund comes from a percentage fee assessed to nonprofit organizations that are certified as Enterprise Zone projects in the City and County of Denver, as well as State or private contributions.

The **Coronavirus Emergency Business Support Fund** was established in 2020 to support local Denver businesses during the economic downturn caused by the COVID-19 pandemic. Program expenditures include grants and loans to Denver businesses that meet the program criteria outlined by the Denver Economic Development and Opportunity. This fund is cash-based and non-lapsing and was funded by a General Fund transfer.

The **Marketing Sponsorships Fund** supports and promotes citywide initiatives, goals, and programs that cross multiple departments. This includes the City Spirit employee-appreciation initiatives and programs and the station parties around the opening of the RTD West Line. Revenue is received through various sponsorships and private donations.

The **Business and Workforce Development, Training, Support, and Outreach Fund** is used to administer programs related to training, outreach, and support for entrepreneurs, small businesses,

Economic Opportunity Estimated Expenditures and Project Descriptions by Agency

and workforce development efforts for youth and adults. Revenue is from contributions, special donations, and funding from the airport.

The **Revolving Loan Fund** provides revitalization loans to low-income homeowners and businesses in economic development target areas. Funded by a one-time federal grant, this fund now leverages loan payments that are returned to the fund and reused.

The **Skyline Economic Development Fund** encourages anchor projects in Neighborhood Business Revitalization (NBR) areas, as well as non-NBR areas, and makes business loans available through a shared risk pool with a participating bank in a target area where conventional financing is not readily available. The purpose of the project is to foster the revitalization of neighborhood business areas and the surrounding neighborhoods; to generate employment for Denver residents; to increase tax revenues; and to improve the services available to neighborhood residents. Revenue for this fund comes from a settlement with the federal government.

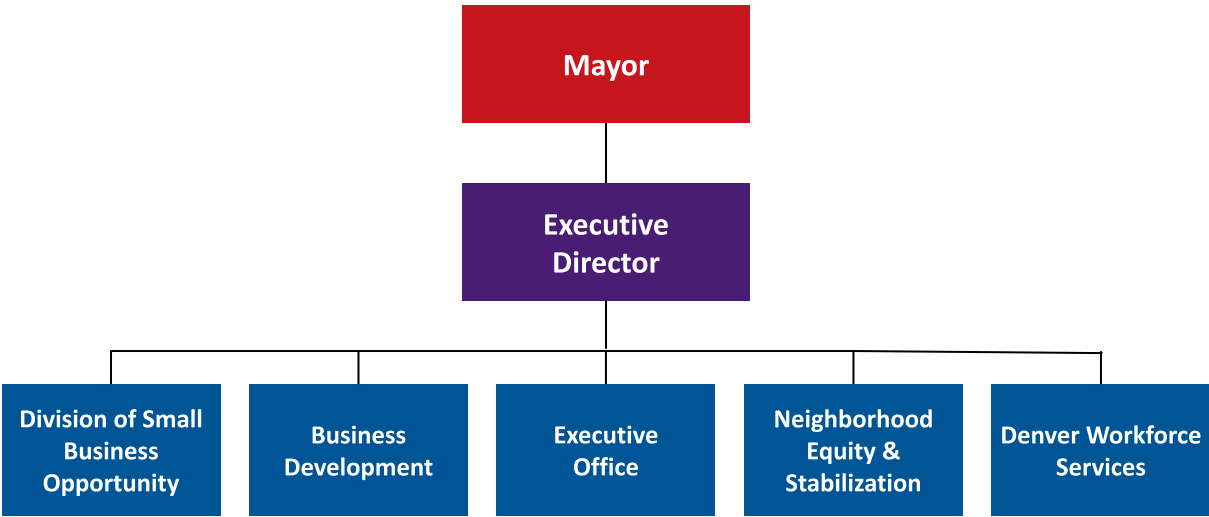
DEDO's expenditures in the multi-agency **Internal Billing and Reimbursement Fund** reflect internal billings through DEDO's partnership with the Denver International Airport. DEDO uses this fund to bill DEN for their share of expenditures at the Workforce and Small Business Opportunity centers operated by DEDO out at the Denver International Airport. These funds are used to administer workforce-related services to the public. DEDO's expenditures in this fund are presented in the General Government Special Revenue Fund table.

The **Denver Retail Attraction Fund** administers tax revenue-sharing City agreements for high-impact retail projects that create significant public benefits to the city. Public benefits include the elimination of blight through construction of significant improvements, new economic activity to the city, an inflow of consumers from outside the city, filling a market need not otherwise being served locally, and serving as an anchoring/seeding project that will be a catalyst for surrounding community-serving development.

Economic Development



Denver Economic Development and Opportunity



Mission

Denver Economic Development & Opportunity is creating an economy that works for everyone.

Department Summary

Denver Economic Development & Opportunity (DEDO) strives to be a driving force that advances equitable economic prosperity for the City and County of Denver, its businesses, neighborhoods, and residents. DEDO's focus is the coordination, planning, and implementation of equitable initiatives designed to promote Denver's continued economic recovery and prosperity through five program divisions that are supported by DEDO's executive office.

More information is available on DEDO's website which can be accessed at: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity>

Services

Small Business Opportunity

The **Division of Small Business Opportunity (DSBO)** supports the growth, capacity, and sustainability of small, disadvantaged, minority, and women-owned businesses.

Supporting activities include: 1) certifying small, minority- and women-owned businesses in both local and federal programs; 2) establishing and monitoring small business participation goals and defined pool opportunities to level the playing field for small businesses on projects and procurement of goods and services throughout the City and County of Denver; 3) providing strategic development programs like the Citywide Mentor Protégé Program, technical assistance, and educational training for small businesses; 4) ensuring that DEDO's outreach programs focus on educating small businesses and collaborating with internal and external stakeholders within the Denver community; and 5) coordinating with City agencies to operationalize equitable programs and policies from local and federal funding like the Justice 40, Disparity Study, and bond funding to ensure small, minority- and women-owned businesses benefit from the intent and purpose of these programs and policies.

DSBO also works to increase opportunity and access through partnerships with stakeholder groups, such as the Black, Hispanic and Asian Chamber, various contractor organizations, and nonprofit resource partners such as the Mi Casa Resource Center and Hispanic Contractors of Colorado, to implement specific programmatic actions.

More information on DSBO activities is available here: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity/Do-Business-with-the-City>

Neighborhood Equity and Stabilization

Neighborhood Equity and Stabilization (NEST)'s mission is to support neighborhoods experiencing significant change to elevate their voices in determining the future of their community by empowering under-resourced and marginalized residents and businesses.

Supporting activities include administration of the Community Development Block Grant (CDBG) program; activation and revitalization through the ARPA-funded Neighborhood Activation Program; supporting community-driven and led projects through Community Mini Grants; and supporting small businesses through education and capacity building, including CDBG-funded business support offices and peer navigation services to help connect residents and businesses to resources and services.

More information about NEST's activities is available here: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity/Neighborhood-Equity>

Business Development

The **Business Development team** is focused on fostering economic inclusivity and enhancing Denver's future economic resiliency.

Supporting activities include attracting, retaining, and growing Denver businesses and encouraging and supporting entrepreneurial opportunities, with an emphasis on targeted business clusters central to Denver's long-term competitiveness. Activities also include promoting Denver on the global stage as a desirable city for internationally-based businesses to launch or expand operations and hire local talent. The Business Development team measures success in jobs influenced, investment encouraged, and equitable business and entrepreneurial activity. This team includes Global Business Development, Traditional Business Development, and Entrepreneurship and Innovation.

More information is available here: <https://denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity/Business-Owners-Entrepreneurs>

Denver Workforce Services (DWS) connects local employers with a qualified and trained talent pipeline while providing job seekers with training and employment opportunities. DWS partners with several public and private organizations to expand the talent pipeline needed for Denver's most in-demand jobs. In addition to these partnerships, DWS acts as a catalyst to the larger workforce system by convening the Denver Workforce Integration Network (DWIN), a monthly gathering of system stakeholders to align, enhance, and innovate.

DWS also houses **The Denver Construction Careers Program (DCCP)** which ensures that Denver residents benefit from unprecedented investments in the city's infrastructure by strengthening training and job placement for large public projects and building income and wealth for residents while also building Denver's construction workforce of the future.

More information is available here: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity/Employers-Jobseekers/Denver-Construction-Careers-Program>



Executive Office

DEDO's Executive Office is dedicated to advancing the operational effectiveness and customer service of DEDO, advancing its programs and initiatives, and increasing the impacts and outcomes achieved for the residents and businesses of Denver.

Key activities include establishing DEDO's strategic plan, goals, objectives, and performance/forecasting metrics; policy development and direction; marketing and communications, including community outreach, public engagement, government relations, strategic marketing, and media relations; financial management, including budgeting and accounting; contract management; staffing, structure, and employee engagement; and operational management, project management, data analysis, and continuous improvement.

Strategies

DEDO's work supports all of RISE Denver's key strategies, which include:

- Bringing back and enhancing lost jobs and creating new jobs
- Strengthening small business and nonprofit growth and resiliency
- Supporting the revitalization of Denver's neighborhoods through targeted community support and placemaking
- Making it easier to do business with Denver
- Accelerating public investment

More information about the RISE initiative is available here: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity/RISE-Denver>

Performance and Program Highlights

Supporting Jobs and Career Pathways

DEDO will connect jobseekers to the trainings and supports for careers in industries where there is growth in Denver.

Program examples include, but are not limited to:

- Denver Workforce Centers – supporting employers and jobseekers
- Denver Youth Employment Programs
- Technology Employment in Colorado Partnership

Supporting the Growth and Resiliency of Small Businesses and Nonprofits

DEDO will invest in opportunities to strengthen, preserve, and support small businesses and nonprofits that enhance Denver's economy.

Program examples include, but are not limited to:

- Entrepreneurship Investments (e.g. Entrepreneurship Centers at Commons on Champa and Park Hill, Herman Malone Fund, TechUp)
- Mentor Protégé Program
- Global Landing Pad
- Business Impact Opportunity Fund

Lifting Up Denver’s Neighborhoods

DEDO will re-energize and continue activating neighborhoods through events, arts, and cultural activities to ensure vital services remain available to area residents. One example is the Denver Business Façade Program, which provides financial support to small businesses to improve building storefronts/exteriors and make necessary upgrades to increase their visual street appeal and, consequently, attract more customers. The visual upgrades will make the businesses and neighboring commercial areas more attractive, more sustainable, and will preserve Denver’s historic façades, all while boosting economic activity at the local level.

Additional program examples include, but are not limited to:

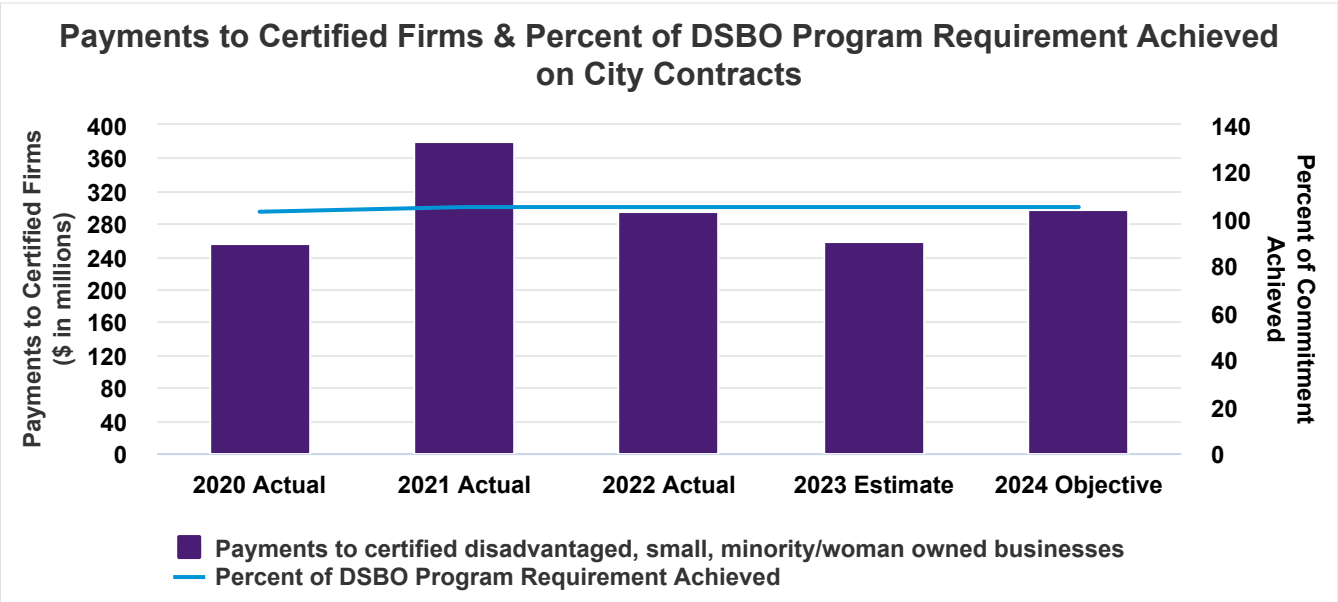
- Downtown Denver Activation
- Neighborhood Activation Program,
- Business Navigators, Indie-Visible, Community Mini-Grants

Supporting Public Investment

DEDO will invest in opportunities that encourage talent development, spur private sector investment, and provide increased opportunities for minority- and women-owned businesses.

Program examples include, but are not limited to:

- Small Business Minority Certification and Goal Setting
- Denver Construction Careers Program

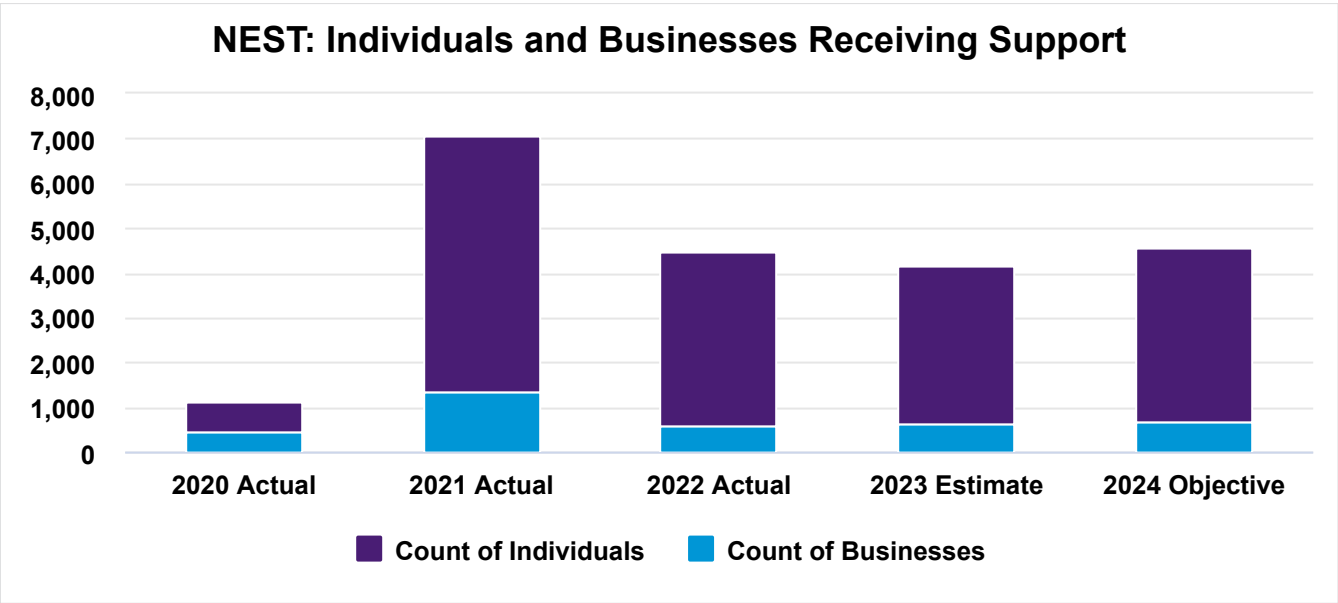


Supporting the Revitalization of Denver’s Neighborhoods through Targeted Community Support and Placemaking

DEDO will re-energize Denver’s neighborhoods through events, arts, and cultural activities.

DEDO will achieve this by:

- Supporting local businesses and nonprofits in underserved communities and communities of color to stay in business through the Neighborhood Activation Program, Community Mini Grants, and the entrepreneurship center located in Montbello. More information about the Community Mini Grants program is available here: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity/Neighborhood-Equity/Mini-Grants>
- Empowering microbusinesses through the INDIE/Visible Program. More information about this program is available here: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Economic-Development-Opportunity/Neighborhood-Equity/IndieVisible-Program>



Bring Back and Enhance Lost Jobs and Creating New Jobs

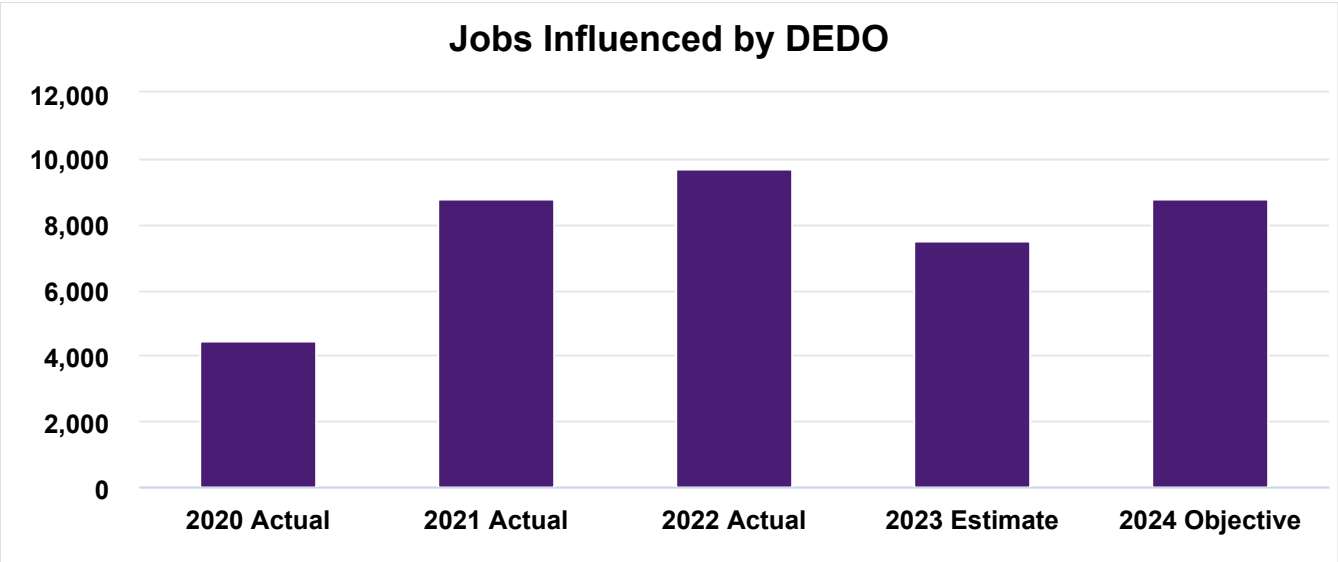
DEDO will continue to bolster Denver’s most under-resourced residents’ ability to build generational wealth by connecting jobseekers to trainings and supports needed for careers in industries with the most workforce demand in Denver.

DEDO will achieve this by:

- Doubling down on business attraction efforts to ensure Denver remains at the top of the list when primary employers are looking to grow or expand their businesses
- Developing professional skills in Denver’s youth through an Apprentice Cohort in partnership with CareerWise Colorado

The following chart displays data for the number of jobs influenced by DEDO. These metrics are tracked in the agency’s customer relationship management system. The number represents jobs created or retained as a result of both financial and technical support programs that have attracted new

companies to Denver or enabled current companies to expand. These programs are managed by DEDO’s Business Development and Global Business Development teams.



Department Budget

	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Variance	% Variance
General Fund Expenditures by Agency					
Small Business Opportunity	1,915,559	2,358,323	2,683,196	324,873	13.78%
Neighborhoods	1,358,130	1,565,806	1,476,131	(89,675)	(5.73%)
Business Development Division	2,283,281	3,123,619	3,216,566	92,947	2.98%
Executive Office	2,846,001	2,900,304	2,786,277	(114,027)	(3.93%)
Total General Fund	8,402,972	9,948,052	10,162,170	214,118	2.15%
General Fund Expenditures by Type					
Personnel Services	5,899,000	6,743,368	7,081,906	338,538	5.02%
Services and Supplies	2,492,180	3,179,638	3,060,658	(118,980)	(3.74%)
Capital Equipment	-	5,440	-	(5,440)	(100.00%)
Internal Services and Misc.	11,792	19,606	19,606	-	0.00%
Total General Fund	8,402,972	9,948,052	10,162,170	214,118	2.15%
Other Program Funding Sources					
Special Revenue Funds Expenditures					
Small Business Opportunity	953,309	1,637,423	2,125,464	488,041	29.81%
Business Development Division	2,634,739	14,338,385	14,606,207	267,822	1.87%
Executive Office	55,127	38,478	38,478	-	0.00%
Economic Development Grant and Special Revenue Funds	1,982,053	8,057,384	3,049,194	(5,008,190)	(62.16%)
Total Special Revenue Funds	5,625,228	24,071,670	19,819,343	(4,252,327)	(17.67%)
Grants					
General Government	7,733,539	6,521,961	9,794,500	3,272,539	50.18%
Economic Opportunity	21,477,604	33,921,849	39,630,483	5,708,634	16.83%

Denver Economic Development and Opportunity 0110000

	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Variance	% Variance
Total Grants	29,211,143	40,443,810	49,424,983	8,981,173	22.21%
Other Program Funding Sources Total	34,836,370	64,515,480	69,244,326	4,728,846	7.33%
Total Department Expenditures	43,239,342	74,463,532	79,406,496	4,942,964	6.64%
Personnel Complement					
General Fund Operations	49.97	53.27	52.27	(1.00)	(1.88%)
General Government	12.00	12.00	16.00	4.00	33.33%
Economic Opportunity	77.21	72.83	89.77	16.94	23.26%
Total Personnel Complement	139.18	138.10	158.04	19.94	14.44%
General Fund Revenue					
Fees	86,521	54,500	54,500	-	0.00%
Internal Service and Indirect Cost	-	386,765	386,765	-	0.00%
Miscellaneous Other	30	-	-	-	0.00%
Total	86,551	441,265	441,265	-	0.00%

Programmatic Changes

2024 Impact Description	FTEs	Dollars
Agencywide		
• An increase in personnel services due to the impact in 2024 of the City's minimum wage ordinance.	0.00	2,000
• A decrease in services and supplies budget to comply with City Council budget amendment 23-1645, which reallocates budget for rental assistance, administered by the Department of Housing Stability.	0.00	(71,400)
• A decrease in capital equipment due to one-time purchases in 2023, including laptops for new positions.	0.00	(5,400)
Division of Small Business Opportunity (DSBO)		
• A decrease in personnel services to generate ongoing savings by unbudgeting an Administrator II position, which has been vacant for at least a year.	(1.00)	(115,600)
• An increase in services and supplies to fund a comprehensive disparity study to better understand utilization of small, minority, women, and disadvantaged business enterprises in the areas of contracting and purchasing.	0.00	200,000
Business Division (BD)		
• An increase in personnel services due to the upgrade of an Administrator III position to an Executive Officer.	0.00	53,400
• A continuation in services and supplies of \$1 million to maintain support for programs that mitigate the impacts of the 16th Street Mall construction and provide support to impacted businesses.	0.00	0
Executive Office		
• A continuation in personnel services to convert from limited to unlimited a Director that supports DEDO's work with community partners, cultural groups, and small businesses, especially those with limited English proficiency.	0.00	0
• A decrease in services and supplies due to funding in 2023 associated with the Aerotropolis district project.	0.00	(250,000)

2024 Impact Description	FTEs	Dollars
Special Revenue Funds		
An increase to Business Incentive Fund (BIF) expenditures due to an increased number of contracts in 2024 to support job creation and capital investment in Denver.	0.00	5,098,100
An increase in Internal Billings and Reimbursements Fund expenditures and FTE to increase DEDO's contract compliance support to the Denver International Airport (DEN) for the Disadvantaged Business Enterprise program. These costs are reimbursed by DEN.	4.00	488,000
An increase in Business and Workforce Development Training, Support, and Outreach Fund expenditures due to adding a position to lead the Colorado Urban Workforce Alliance, a multi-regional workforce collaborative which promotes industry-led sector initiatives, regional collaboratives, and best practices within the public workforce system.	1.00	188,300
An increase in expenditures and FTE in the Enterprise Zone SRF to align a position's funding source with day-to-day job duties.	0.38	28,200
A decrease in Malone Fund expenditures due to the roll forward of unspent budget from 2022 to 2023. Spending delays are primarily due to the time required to establish the program and complete the RFP process for grantees. The 2024 projection reflects only the 2024 projected sales tax revenue. Unspent budget in 2023 will roll to 2024.	0.00	(4,898,900)
A net decrease in Employer Recruitment, Training, and Retention Fund expenditures due to the budget roll-forward of unspent funds from 2022 into 2023. The 2024 expenditures only reflect new revenue to the fund. Budget that is not spent in 2023 can be spent in 2024. There is also an increase in FTE in this SRF to align the budget with the position's functions.	0.79	(3,731,000)
A net decrease in Youth Employment and Training Programs Fund expenditures due to the budget roll-forward of unspent funds from 2022 into 2023. The 2024 expenditures only reflect new revenue to the fund. Budget that is not spent in 2023 can be spent in 2024.	0.00	(1,424,000)
Grants		
A net increase in State and Local Fiscal Recovery Funds due to one-time funding for Recovery programs made available through the American Rescue Plan Act continuing into 2024.	0.00	3,272,500
A net increase in grant expenditures and FTE for changes to workforce grants in 2024. Federal grant funding varies from year to year. For more details, please consult the Grants section of this book.	8.99	2,050,900
An increase in grant expenditures to support reskilling, upskilling, and next-skilling as part of an initiative with the Colorado Workforce Development Council.	0.17	2,021,700
An increase in grant expenditures and FTE due to the Build to Scale grant, which will increase capacity to plan and implement ecosystems to support innovators, entrepreneurs, and startups in Denver.	0.07	750,400
An increase in grant expenditures and FTE due to a continuation of the Employment Support Fund Grant. The increase in personnel expenditures to add new positions is offset by decreases in non-personnel expenses.	5.56	91,600

The budgeted vacancy savings in the General Fund is \$235,496.

Denver Economic Development and Opportunity 0110000

Budget Detail

	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Small Business Opportunity (0111000)					
Expenditures by Type					
Personnel Services	1,449,491	1,975,503	2,115,039	139,536	7.06%
Services and Supplies	465,690	376,952	563,509	186,557	49.49%
Capital Equipment	-	1,220	-	(1,220)	(100.00%)
Internal Services and Misc.	378	4,648	4,648	-	0.00%
Expenditures by Type Total	1,915,559	2,358,323	2,683,196	324,873	13.78%
Expenditures by Activity					
Airport Administration	4,636	-	-	-	0.00%
Certification	359,031	394,699	438,091	43,392	10.99%
Compliance	91,932	98,625	99,322	697	0.71%
Downtown Administration	1,459,961	1,864,999	2,145,783	280,784	15.06%
Expenditures by Activity Total	1,915,559	2,358,323	2,683,196	324,873	13.78%
Other Program Funding Sources					
General Government SRF					
Internal Billings and Reimbursements	953,309	1,637,423	2,125,464	488,041	29.81%
Total General Government SRF	953,309	1,637,423	2,125,464	488,041	29.81%
Total Program Expenditures	2,868,868	3,995,746	4,808,660	812,914	20.34%
Personnel Complement (Budgeted)					
Downtown Administration	17.00	13.00	13.00	-	0.00%
Certification	-	4.00	4.00	-	0.00%
Compliance	-	1.00	1.00	-	0.00%
Personnel Complement Total	17.00	18.00	18.00	-	0.00%
Other Program Funds FTE					
General Government SRF FTE					
Airport Administration	12.00	12.00	16.00	4.00	33.33%
Total Personnel Complement	29.00	30.00	34.00	4.00	13.33%
Revenue					
Fees	86,200	54,500	54,500	-	0.00%
Internal Service and Indirect Cost	-	105,158	105,158	-	0.00%
Revenue Total	86,200	159,658	159,658	-	0.00%
Vacancy Savings			(71,692)		

	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Neighborhoods (0113000)					
Expenditures by Type					
Personnel Services	634,445	782,603	710,737	(71,866)	(9.18%)
Services and Supplies	721,795	781,453	763,644	(17,809)	(2.28%)
Internal Services and Misc.	1,890	1,750	1,750	-	0.00%
Expenditures by Type Total	1,358,130	1,565,806	1,476,131	(89,675)	(5.73%)
Expenditures by Activity					
Neighborhoods Administration	1,358,130	1,565,806	1,476,131	(89,675)	(5.73%)

Denver Economic Development and Opportunity 0110000

Neighborhoods (0113000)	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Expenditures by Activity Total	1,358,130	1,565,806	1,476,131	(89,675)	(5.73%)
Other Program Funding Sources					
Grants					
CareerWise	40,458	-	-	-	0.00%
Equitable Economic Mobility	99,975	-	-	-	0.00%
Total Program Expenditures	1,498,563	1,565,806	1,476,131	(89,675)	(5.73%)
Personnel Complement (Budgeted)					
Neighborhoods Administration	7.00	6.00	5.00	(1.00)	(16.67%)
Other Program Funds FTE					
Grants					
CareerWise	4.00	-	-	-	0.00%
Total Personnel Complement	11.00	6.00	5.00	(1.00)	(16.67%)
Vacancy Savings			(27,187)		

Business Development Division (0114000)	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Expenditures by Type					
Personnel Services	1,622,748	1,774,115	1,899,253	125,138	7.05%
Services and Supplies	654,863	1,346,136	1,315,165	(30,971)	(2.30%)
Capital Equipment	-	1,220	-	(1,220)	(100.00%)
Internal Services and Misc.	5,670	2,148	2,148	-	0.00%
Expenditures by Type Total	2,283,281	3,123,619	3,216,566	92,947	2.98%
Expenditures by Activity					
Business Assistance Center	122,055	121,946	-	(121,946)	(100.00%)
Business Development	2,076,984	2,908,473	3,125,490	217,017	7.46%
Business Development Administration	249	-	-	-	0.00%
Denver Construction Careers Program	18	-	-	-	0.00%
Global Business Development	83,975	93,200	91,076	(2,124)	(2.28%)
Expenditures by Activity Total	2,283,281	3,123,619	3,216,566	92,947	2.98%
Other Program Funding Sources					
Grants					
Build to Scale Program	-	-	750,424	750,424	0.00%
Enterprise Zone Administrative Grant	16,950	16,950	18,424	1,474	8.70%
Grants Total	16,950	16,950	768,848	751,898	4435.98%
Community Development and Economic Opportunity SRF					
Business Incentives	607,500	1,200,000	6,298,088	5,098,088	424.84%
Coronavirus Emergency Business Support	497,310	-	-	-	0.00%
Denver Retail Attraction	-	1,000,000	1,000,000	-	0.00%
Employer Recruitment, Training and Retention Program	87,085	3,159,521	3,200,000	40,479	1.28%
Enterprise Zone	29,861	342,253	370,445	28,192	8.24%
The Malone Fund	1,412,983	8,636,611	3,737,674	(4,898,937)	(56.72%)

Denver Economic Development and Opportunity 0110000

	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Business Development Division (0114000)					
SRF Total	2,634,739	14,338,385	14,606,207	267,822	1.87%
Other Program Funding Sources Total	2,651,689	14,355,335	15,375,055	1,019,720	7.10%
Total Program Expenditures	4,934,970	17,478,954	18,591,621	1,112,667	6.37%
Personnel Complement (Budgeted)					
Business Development	11.50	12.00	13.00	1.00	8.33%
Business Assistance Center	-	1.00	-	(1.00)	(100.00%)
Personnel Complement Total	11.50	13.00	13.00	-	0.00%
Other Program Funds FTE					
Community Development and Economic Opportunity SRF					
Employer Recruitment, Training and Retention Program	-	8.00	8.00	-	0.00%
Enterprise Zone	0.50	-	0.38	0.38	0.00%
Other Program Funds FTE Total	0.50	8.00	8.38	0.38	4.75%
Total Personnel Complement	12.00	21.00	21.38	0.38	1.81%
Revenue					
Internal Service and Indirect Cost	-	281,607	281,607	-	0.00%
Revenue Total	-	281,607	281,607	-	0.00%
Vacancy Savings			(63,532)		

	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Executive Office (0115000)					
Expenditures by Type					
Personnel Services	2,192,316	2,211,147	2,356,877	145,730	6.59%
Services and Supplies	649,832	675,097	418,340	(256,757)	(38.03%)
Capital Equipment	-	3,000	-	(3,000)	(100.00%)
Internal Services and Misc.	3,854	11,060	11,060	-	0.00%
Expenditures by Type Total	2,846,001	2,900,304	2,786,277	(114,027)	(3.93%)
Expenditures by Activity					
Administration	2,840,806	2,900,304	2,786,277	(114,027)	(3.93%)
Marketing and Communication	5,196	-	-	-	0.00%
Expenditures by Activity Total	2,846,001	2,900,304	2,786,277	(114,027)	(3.93%)
Other Program Funding Sources					
Grants					
State and Local Fiscal Recovery Funds	7,733,539	6,521,961	9,794,500	3,272,539	50.18%
General Government SRFs					
Marketing Sponsorships	55,127	38,478	38,478	-	0.00%
Other Program Funding Sources Total	7,788,666	6,560,439	9,832,978	3,272,539	49.88%
Total Program Expenditures	10,634,667	9,460,743	12,619,255	3,158,512	33.39%
Personnel Complement (Budgeted)					
Administration	14.47	16.27	16.27	-	0.00%
Total Personnel Complement	14.47	16.27	16.27	-	0.00%

Denver Economic Development and Opportunity 0110000

Executive Office (0115000)	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Revenue					
Fees	321	-	-	-	0.00%
Miscellaneous Other	30	-	-	-	0.00%
Revenue Total	351	-	-	-	0.00%
Vacancy Savings			(73,085)		
Economic Development Grant and Special Revenue Funds (0117000)	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Expenditures by Type					
Personnel Services	669,039	1,969,364	828,087	(1,141,277)	(57.95%)
Services and Supplies	1,294,016	6,037,091	2,221,107	(3,815,984)	(63.21%)
Capital Equipment	5,055	48,035	-	(48,035)	(100.00%)
Internal Services and Misc.	13,943	2,894	-	(2,894)	(100.00%)
Expenditures by Type Total	1,982,053	8,057,384	3,049,194	(5,008,190)	(62.16%)
Expenditures by SRF					
Business and Workforce Development Training, Support, Outreach	15,087	128,537	316,877	188,340	146.53%
Employer Recruitment, Training and Retention Program	1,440,620	4,248,988	477,500	(3,771,488)	(88.76%)
MOWD General Cost Pool	0	-	-	-	0.00%
Revolving Loan Fund	27,310	238,362	238,362	-	0.00%
Skyline - Economic Development Project	-	1,247,655	1,247,655	-	0.00%
Youth Employment and Training Programs	499,036	2,193,842	768,800	(1,425,042)	(64.96%)
Expenditures by SRF Total	1,982,053	8,057,384	3,049,194	(5,008,190)	(62.16%)
Other Program Funding Sources					
Grants					
Apprenticeship State Expansion	12,735	104,380	-	(104,380)	(100.00%)
Apprenticeship USA for Work Based Learning Grant	59,813	-	-	-	0.00%
Career Navigation and Coaching	-	-	98,702	98,702	0.00%
CO Upskilling	1,194,080	1,711,555	3,733,228	2,021,673	118.12%
Community Development Block Grant	8,993,704	17,505,470	18,651,492	1,146,022	6.55%
Community Development Block Grant - Cares Act (CDBG - CV) Program	950,756	2,800,000	2,800,000	-	0.00%
Disability Program Navigator	56,893	59,700	59,700	-	0.00%
Disabled Vets Outreach Program (DVOP)	7,644	7,644	7,644	-	0.00%
Disaster Recovery Grant	195	-	-	-	0.00%
Employment Recovery	41,151	-	-	-	0.00%
Employment Support Fund	1,344,304	1,179,639	1,271,232	91,593	7.76%
Governor's Summer Job Hunt	46,000	50,029	46,000	(4,029)	(8.05%)
H-1B One Workforce Grant Program - TEC-P 2.0	2,290,901	2,735,929	2,843,328	107,399	3.93%
Local Veterans Employment Representative (LVER)	-	5,895	5,895	-	0.00%

Denver Economic Development and Opportunity 0110000

Economic Development Grant and Special Revenue Funds (0117000)	2022 Actuals	2023 Appropriated	2024 Recommended	\$ Change	% Change
Pathways Home Grant	201,650	203,450	209,370	5,920	2.91%
Reemployment Services and Eligibility Assessment (RESEA)	101,500	67,271	67,271	-	0.00%
Trade Adjustment Assistance (TAA) Case Management	106,993	68,407	68,407	-	0.00%
Veterans Assistance Grant Program	89,745	95,000	95,000	-	0.00%
Wagner-Peyser Employment Service Grant	806,416	1,723,707	2,007,018	283,311	16.44%
WIOA Adult	1,744,530	1,658,808	2,740,952	1,082,144	65.24%
WIOA Dislocated Worker	933,888	1,039,407	687,269	(352,138)	(33.88%)
WIOA Evaluation - Dislocated Worker	25,000	31,048	25,000	(6,048)	(19.48%)
WIOA Workforce Evaluation	3,178	31,048	25,000	(6,048)	(19.48%)
WIOA Workforce Performance Incentive	26,132	23,415	23,415	-	0.00%
WIOA Youth	1,413,232	1,678,500	1,626,726	(51,774)	(3.08%)
Workforce Innovation Grant (WIG)	869,779	1,124,597	1,768,986	644,389	57.30%
Other Program Funding Sources Total	21,320,221	33,904,899	38,861,635	4,956,736	14.62%
Total Program Expenditures	23,302,274	41,962,283	41,910,829	(51,454)	(0.12%)
Personnel Complement (Budgeted)					
Administration	8.00	0.10	0.88	0.78	780.00%
Personnel Complement Total	8.00	0.10	0.88	0.78	780.00%
Other Program Funds FTE					
Grants					
Apprenticeship USA for Work Based Learning Grant	0.25	-	-	-	0.00%
Career Navigation and Coaching	-	-	1.00	1.00	0.00%
CO Upskilling	3.00	1.85	1.77	(0.08)	(4.32%)
Community Development Block Grant	23.08	19.74	21.90	2.16	10.94%
Employment Support Fund	3.53	7.66	13.28	5.62	73.37%
Governor's Summer Job Hunt	-	0.71	0.71	-	0.00%
H-1B One Workforce Grant Program - TEC-P 2.0	3.00	3.81	4.69	0.88	23.10%
Pathways Home Grant	-	0.16	0.20	0.04	25.00%
Trade Adjustment Assistance (TAA) Case Management	1.80	-	-	-	0.00%
Veterans Assistance Grant Program	0.25	-	-	-	0.00%
Wagner-Peyser Employment Service Grant	21.55	17.25	19.50	2.25	13.04%
WIOA Adult	2.55	3.79	5.67	1.88	49.60%
WIOA Dislocated Worker	2.00	2.53	3.74	1.21	47.83%
WIOA Evaluation - Dislocated Worker	-	0.92	-	(0.92)	(100.00%)
WIOA Youth	1.20	5.44	5.79	0.35	6.43%
Workforce Innovation Grant (WIG)	2.50	0.87	1.19	0.32	36.78%
Grants Personnel Total	64.71	64.73	79.44	14.71	22.73%
Total Personnel Complement	72.71	64.83	80.32	15.49	23.89%
Revenue					
Miscellaneous Other	4,555,801	4,671,300	1,246,300	(3,425,000)	(73.32%)
Revenue Total	4,555,801	4,671,300	1,246,300	(3,425,000)	(73.32%)



Department of Labor

Notice of Award

Award# 24A60HG000060-01-01

FAIN# 24A60HG000060

Federal Award Date: 02/13/2025

Recipient Information

1. Recipient Name

DENVER, CITY & COUNTY OF
101 W Colfax Ave
Denver Workforce Development
Denver, CO 80202-5167
(720) 865-5700

2. Congressional District of Recipient

01

3. Payment System Identifier (ID)

1846000580C5

4. Employer Identification Number (EIN)

846000580

5. Data Universal Numbering System (DUNS)

034108758

6. Recipient's Unique Entity Identifier (UEI)

WP3QXJ87RYH3

7. Project Director or Principal Investigator

Mr. TONY ANDERSON
TONY.ANDERSON@DENVERGOV.ORG
720-913-5410

8. Authorized Official

Brenda Richey
brenda.richey@denvergov.org
7209135411

Federal Agency Information

ETA Office of Grants Management

9. Awarding Agency Contact Information

Ms. Lan Khanh-V Tran
Grant Mangement Specialist
tran.lankhanh.v@dol.gov
0000000000

10. Program Official Contact Information

Mr. Edgar M Garcia
Federal Project Officer
garcia.edgar@dol.gov
9728504650

Federal Award Information

11. Award Number

24A60HG000060-01-01

12. Unique Federal Award Identification Number (FAIN)

24A60HG000060

13. Statutory Authority

American Competitiveness and Workforce Improvement Act

14. Federal Award Project Title

Technology Employment in Colorado Partnership (TECP) 3.0

15. Assistance Listing Number

17.268

16. Assistance Listing Program Title

H-1B Job Training Grants

17. Award Action Type

DOL - Statement of Work Change

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	10/01/2024	- End Date	09/30/2029
20. Total Amount of Federal Funds Obligated by this Action	\$0.00		
20a. Direct Cost Amount	\$0.00		
20b. Indirect Cost Amount	\$0.00		
21. Authorized Carryover	\$0.00		
22. Offset	\$0.00		
23. Total Amount of Federal Funds Obligated this budget period	\$5,000,000.00		
24. Total Approved Cost Sharing or Matching, where applicable	\$1,250,000.00		
25. Total Federal and Non-Federal Approved this Budget Period	\$6,250,000.00		
26. Period of Performance Start Date	10/01/2024	- End Date	09/30/2029
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance	\$6,250,000.00		

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Mrs. Brinda Ruggles
Grant Officer

30. Remarks

See Remarks (continuation)



Department of Labor

Notice of Award

Award# 24A60HG000060-01-01

FAIN# 24A60HG000060

Federal Award Date: 02/13/2025

Recipient Information

Recipient Name

DENVER, CITY & COUNTY OF
101 W Colfax Ave
Denver Workforce Development
Denver, CO 80202-5167
(720) 865-5700

Congressional District of Recipient

01

Payment Account Number and Type

1846000580C5

Employer Identification Number (EIN) Data

846000580

Universal Numbering System (DUNS)

034108758

Recipient's Unique Entity Identifier (UEI)

WP3QXJ87RYH3

31. Assistance Type

Discretionary Grant

32. Type of Award

Other

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$949,116.95
b. Fringe Benefits	\$294,226.25
c. Total Personnel Costs	\$1,243,343.20
d. Equipment	\$0.00
e. Supplies	\$5,000.00
f. Travel	\$5,000.00
g. Construction	\$0.00
h. Other	\$0.00
i. Contractual	\$3,616,322.40
j. TOTAL DIRECT COSTS	\$4,869,665.60
k. INDIRECT COSTS	\$130,334.40
l. TOTAL APPROVED BUDGET	\$5,000,000.00
m. Federal Share	\$5,000,000.00
n. Non-Federal Share	\$1,250,000.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	ASSISTANCE LISTING	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
055152830XBD202451520010245HB000A0000AOFAM0AOFAM0	HG0000601D0	ETA	410023	17.268	\$0.00	5152830XBD



Department of Labor

Notice of Award

Award# 24A60HG000060-01-01

FAIN# 24A60HG000060

Federal Award Date: 02/13/2025

Remarks (Continuation)

To modify the existing Statement of Work in accordance with Attachment #1 of this amendment.

To realign the budget and budget narrative in accordance with Attachment #2 of this amendment.

This amendment addresses conditions of award 1 through 4. All conditions are now resolved.

AWARD ATTACHMENTS

DENVER, CITY & COUNTY OF

24A60HG000060-01-01

-
1. Attachment #1 - SOW
 2. Attachment #2 - SF424A and Budget Narrative

NOTICE of AWARD

City of Denver / Building Pathways to Infrastructure Jobs Grant Program

Technology Employment in Colorado Partnership (TECP) 3.0

101 W Colfax Ave

Denver Workforce Development

Denver, CO 80202-5167 Award # 24A60AP000084-01-00.

Award Amount: \$6,250,000.00

POP: 10/01/2024 – 09/30/2029.

Conditions of Award = 4 (Awarded 10/01/2024 condition due 45 days after (Monday Nov 18, 2024))

1. **Condition 1 – Worker Organization Eligibility:** The Abstract and Project Narrative list the Colorado Technology Association (CTA) as a worker organization, but CTA, as an industry association representing business interests, does not meet the criteria for a worker organization.

Action Item Summary:

- Identify a Worker Organization: Find a new worker organization, labor-management organization, or labor union.
OR
- Provide clarification on how you will incorporate worker voice in the absence of a Worker Organization partnership as described in the FOA: Financial System Risk Assessment.

Response:

- The TECP 3.0 Project intends to grow the talent pipeline in cybersecurity and network engineering. The State of Colorado does not currently have any organized labor unions or worker organizations within these occupations. While the Colorado Technology Association is an industry association, a significant part of their work takes place in worker advocacy and policy development. DEDO believes that the partnership with CTA, along with additional relationships noted in the Project Narrative (i.e., Blacks in Tech, Latinas in Tech, Women in Cybersecurity) will allow for the recruitment, retention, and advocacy for underserved workers in the industry. Lastly, as the lead workforce development agency overseeing the project, DEDO supports the participant first and will be the strongest worker advocate through commission of program service delivery.
2. **Condition 2 – Employer Partners Alignment to Infrastructure:** Your application lists Pinnacol Assurance (a worker's comp insurance company) and the Credit Union of Colorado (a banking institution) as employer partners. However, it's unclear how these companies align with the broadband infrastructure sector targeted in the grant. The DOL's Building Pathways to Infrastructure Jobs Grant Program emphasizes training for jobs in sectors like renewable energy, transportation, and broadband infrastructure. The program's goal is to support workforce partnerships that create pathways to skilled infrastructure jobs, addressing future needs in these areas.

Action Item Summary:

- Clarify Existing Partners: Explain specifically how Pinnacol Assurance and the Credit Union of Colorado will support roles in the broadband infrastructure sector.
OR
- Add New Partners: Identify new employer partners aligned with renewable energy, transportation, or broadband infrastructure. Provide: Written clarification of each new partner's role and commitment and provide signed documentation of commitment, such as a letter, MOU, or partnership agreement.

Response:

- Pinnacol Assurance and the Credit Union of Colorado will play critical roles in support of the broadband infrastructure expansion, and this project specifically. As high-speed internet projects take shape, particularly in our rural areas, both employers will expand their reach to a new population of users. These users are expected to include not only new customers, but new remote employees as well. The territorial expansion will also increase access to bad actors, necessitating the need for additional cybersecurity and networking staff to protect financial interests and sensitive customer data.
- Both employers, in alignment with Good Jobs Principles and the broadband sector, have committed to supporting this project through focused hiring of remote workers with newly acquired skills that strengthen our cybersecurity backbone in Colorado.

3. **Condition 3 – Inadequate Partner Commitment to the Project is Indicated (State Apprenticeship Agency (SAA) Partner):**

Your Abstract lists the Colorado Office of Apprenticeship as the State Apprenticeship Agency (SAA), but you did not provide signed documentation of their commitment, such as a letter of commitment, MOU, or partnership agreement. According to the FOA Amendment, if your project includes a state with a federally recognized SAA, you must partner with that SAA and provide signed documentation to confirm their involvement in registering the apprenticeship.

Action Item Summary:

To meet the SAA partner requirements in the FOA, please provide signed documentation (e.g., a letter of commitment, MOU, or partnership agreement) showing a formal partnership with the SAA.

Response:

The TECP program has been certified by the Colorado SSA as a Qualified Apprenticeship Intermediary to help grow the talent needs through apprenticeships. We are attaching the confirmation e-mail in hopes that this confirms the program's ongoing partnership with the State Apprenticeship Office. Our program does not intend to register any new apprenticeships as part of our grant services, but rather fund existing ETPL-certified Registered Apprenticeship models. More information about our partnership can also be found at:

<https://apprenticeship.colorado.gov/partners/qualified-apprenticeship-intermediaries>

4. **Condition 4 – Identification of Matching Funding Sources:**

The application lacks a clear identification of matching fund sources. Please provide clarification on the original funding sources. Matching funds should be documented with Letters of Commitment or MOUs detailing the source and commitment from each partner.

Action Item Summary:

- The Letters from match partners that detail both the source and commitment of funds were missing or requires additional clarification to meet the above criteria.

Response:

- Budget narrative (attached) has been amended to specify amounts be used for non-federal grant match vs. leveraged dollars. All supporting documentation will be included in the response, as well.

Program Compliance Notes

Partnerships

Program Compliance Note 1 – Education and Training Provider Partner Eligibility

Your application lists Riipen as an Education and Training Provider, but it is a for-profit organization that does not appear on Colorado's Eligible Training Provider List. Riipen primarily connects educators and employers for work-based learning, rather than providing education and training services. According to the FOA, eligible education and training providers include public or private nonprofit institutions, community colleges, and organizations offering job training.

Action Item:

- Ensure all education and training providers meet the FOA's definition.
- Consider reclassifying Riipen as an optional partner.

Response:

- Riipen is incorrectly classified as an Education and Training Provider and needs to be changed to be an optional partner.
- Riipen is a curator of employer-led technical projects and will not provide training in the traditional sense. The project will utilize Riipen as an add-on to training services and will be coded programmatically as a Supportive Service.

Financial

Program Compliance Note 2 – Leveraged Funds vs. Matching Funds

Your Abstract states a total proposed match of \$1,250,000, but your Budget Narrative refers to these as leveraged funds. While federal funds can count as leveraged, they cannot be included as matching funds. Your Budget Narrative shows \$732,000 in federal funds toward the total requested, leaving only \$518,000 in matching funds, which is 10.36%—below the required 15% for the Scaling Track.

According to the FOA:

- Scaling Track applicants must contribute 15% of the total requested funds as matching funds.
- All cash or in-kind commitments must be documented as leveraged resources.

- Non-federal public-sector funds can be used for matching if needed.
- The Budget Narrative should detail any leveraged resources and their estimated costs.

Action Item:

- Work with your FPO to revise the Budget Narrative to meet the matching funds requirement.

Response:

- Budget narrative (attached) has been amended to specify amounts be used for non-federal grant match vs. leveraged dollars.

Program Compliance Note 3 – Budget Narrative, Supportive Services Not Clearly Identified:

It appears you have listed supportive service costs (budgeted = \$0) with other participant related training costs in the Budget Narrative (pg. 66).

It's unclear how much funding is allocated to supportive services for participants in grant-funded education and training who need assistance to participate. The FOA requires a strong supportive services strategy as part of the program design.

The FOA requires applicants to document a supportive service needs assessment and procedures for providing these services. Up to 15% of grant funds can be used for supportive services, or they can be provided as leveraged costs.

Action Item:

- Revise the Budget Narrative to separate supportive services costs from other grant costs.

Response:

- Budget Narrative (attached) has been amended to separate supportive services.

Program Compliance Note 4 – Budget Narrative: Incentives

Your Budget Narrative lists "incentives" for Denver Workforce - Eckerd Connects and the Colorado Rural Workforce Consortium. The FOA limits the use of grant funds for incentives to only 1.5% and solely for gathering information on participant outcomes (e.g., credential attainment, employment status) for reporting purposes.

Action Items:

- Ensure incentives are used only for collecting participant outcome data.
- Consult with your FPO to see if a Statement of Work (SOW) or budget amendment is needed.

Response:

- Budget Narrative (attached) has been amended to remove incentives.



November 15, 2024

U.S. Department of Labor
Employment and Training Administration
200 Constitution Avenue, NW, Room N4716
Washington, DC 20210

Re: U.S. Department of Labor, Employment and Training Administration H-1B Building Pathways to Infrastructure Jobs Grant Program. Opportunity Number: FOA-ETA-23-31

On behalf of Denver Economic Development & Opportunity and Denver Workforce Development, we are pleased to support the Technology Employment in Colorado Partnership (TECP) 3.0.

DEDO has committed to matching **\$797,851.35** of the direct costs of TEC-P to maximize grant program deliverables. Using City and County of Denver General Fund dollars, DEDO will match grant staff funding, not including the expected wages of our Chief Workforce Development Officer, Financial Staff, and Policy staff supporting the project. Local resources will additionally be used to match supportive services provided to participants in the metro Denver region.

This letter serves as our formal acknowledgment of and support for TECP 3.0. We are excited to be part of this initiative and look forward to its success in enhancing workforce development efforts for our community and the state as a whole.

Thank you for your attention and partnership in this important endeavor. Should you have any questions, please feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Adeeb Khan", with a long horizontal flourish extending to the right.

Adeeb Khan
Executive Director
Denver Economic Development & Opportunity
Adeeb.khan@denvergov.org

TEC-P 3.0 Budget and Budget Narrative

Five-Year Budget Summary:

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
PERSONNEL	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$949,116.95
FRINGE BENEFITS	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$294,226.25
TRAVEL	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
EQUIPMENT	-	-	-	-	-	\$0.00
SUPPLIES	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
CONTRACTUAL	\$723,264.48	\$723,264.48	\$723,264.48	\$723,264.48	\$723,264.48	\$3,616,322.40
CONSTRUCTION	-	-	-	-		\$0.00
OTHER	-	-	-	-		\$0.00
TOTAL DIRECT	\$973,933.12	\$973,933.12	\$973,933.12	\$973,933.12	\$973,933.12	\$4,869,665.60
INDIRECT	\$26,066.88	\$26,066.88	\$26,066.88	\$26,066.88	\$26,066.88	\$130,334.40
TOTAL	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$5,000,000.00

Five-Year Budget Detail:

A. Personnel. Total: \$949,116.95

**Year 1: \$189,823.39 Year 2: \$189,823.39 Year 3: \$189,823.39 Year 4: \$189,823.39
Year 5: \$189,823.39**

- TEC-P Project Manager** Chris Berthiaume, (1 FTE x \$119841.50/year = \$119841.50), will be responsible for overall project management. The project manager will oversee all aspects of the program and will manage the contract service providers, coordinate with CUWA facilitator on sector development/expansion, career pathway development convenings; develop and manage project plans to achieve deliverables for program activities; identifying project barriers/constraints/risks and providing recommendations to mitigate; operating project communication plan; facilitating improvement efforts; and managing key TEC-P work plan and outcomes, including quarterly reporting and liaising with the DOL Project Officer. The TEC-P Project Manager will devote 100% of their time to the program and it will be fully funded through the TEC-P grant.
- Project Administrator** Dominique Williams, (.25 FTE x \$75031.20/year = \$18757.80), supports the project manager in overseeing all grant specifications are met, serving as the primary liaison in supporting and facilitating implementation across all grant partners. Coordinates marketing efforts for employers and participants, including outreach approach and materials. Provide administrative support for project advisory meetings, facilitate career pathway development convenings and sub-committee meetings, and operationalize all processes and procedures across partners. They will devote 100 % of their time toward the project and will be funded 25% through the TEC-P grant. The other

75% will be matched by DEDO (\$56,273.40).

3. **Data / Quality Assurance Analyst:** Elaine Lint-Scott (.3 FTE x \$95746.96/year= \$28,724.09) will ensure the timely and accurate data reporting and quality assurance management of the TEC-P project. They will provide data oversight and reporting, including management of programmatic processes in alignment with the city, state, and federal required procurement procedures for DOL-funded grants. The Quality Assurance Analyst will devote 100 percent of their time toward the project, and 30 percent of the position will be funded through the TEC-P 3.0 grant. The remaining 70% will be matched with DEDO funds (\$67,022.87)
4. **Fiscal Administrator: Eric Barela,** (.25 FTE x \$90,000.00/year=\$22,500.00) will ensure that all invoices are received and processed in accordance with the fiscal rules and regulations of the grant. Will be responsible for monthly, quarterly, yearly, and final financial reporting. Will work directly with contractors and local area fiscal representatives to provide support and technical assistance. The Fiscal Administrator will devote 25% of their time toward the project and 25% of the position will be funded through the TEC-P 3.0 grant.
5. **Employer Services Liaison: Ross Gothelf,** (0 FTE x \$72,548.00) currently serves as a co-convenor of the Tech Talent Denver Sector Partnership, which focuses on addressing talent needs in the Denver Metro Region by generating discussion and action amongst tech industry leaders, public partners, and higher education/training providers. In coordination with our industry co-chairs and Colorado Technology Association, we will convene Executive Roundtables and quarterly meetings to collectively develop and implement solutions to industry's most pressing tech talent issues. The partnership with Colorado Technology Association will also support convening an ongoing work group to promote and improve the tech ecosystem across the State of Colorado. The Employer Services Liaison will devote 50% of their time toward the project and 0% of the position will be funded through the TEC-P 3.0 grant. This position will be 50% matched by DEDO (\$36,274.00)

B. Fringe Benefits. Total: \$294,226.25

Year 1: \$58,845.25 Year 2: \$58,845.25 Year 3: \$58,845.25 Year 4: \$58,845.25 Year 5: \$58,845.25

Fringe Benefits are calculated at 31% for personnel base salary. These benefits include 7.3% for retirement, 7.65% for FICA and 16.05% for health, dental, disability and life insurance.

C. Travel. Total: \$5,000.00

Year 1: \$1,000.00 Year 2: \$1,000.00 Year 3: \$1,000.00 Year 4: \$1,000.00 Year 5: \$1,000.00

Travel costs include mileage costs (\$.575 per mile x 72.47 miles per month x 12 months x 2 staff members) for the program manager and program administrator for meeting with all partner organizations across the state.

D. Equipment. \$0.00

E. Supplies. Total: \$5,000.00

Year 1: \$1,000.00 Year 2: \$1,000.00 Year 3: \$1,000.00 Year 4: \$1,000.00
Year 5: \$1,000.00

The TEC-P 2.0 supply costs include office supplies and other supplies needed for direct participants services, and the total supply costs listed above include an allocation for each contractor who will be providing direct service (see contractor sub-budgets below).

Breakdown as follows:

Office supplies (paper, pens, mouse pads, accessories, etc.): \$500 per year.

Printable media - (flyers, marketing, etc.): \$500 per year.

F. Contractual Services. Total: \$3,634,083.90

1. Regional Workforce Development Boards: \$3,616,322.40

The regional WDBs directly serve participants, partner with employers, and education providers to achieve program goals and objectives. Each of the regional WDBs will receive funding based on per-participant costs including workforce center personnel and administrative costs. These costs are summarized below, and the contractor sub-budgets are included at the conclusion of the budget narrative.

- **Denver Workforce Centers: \$1,808,161.20**

Year 1: \$361,632.24 Year 2: \$361,632.24 Year 3: \$361,632.24 Year 4:
 \$361,632.24 Year 5: \$361,632.24

Serving 300 participants

- **Colorado Rural Workforce Consortium: \$1,808,161.20**

Year 1: \$361,632.24 Year 2: \$361,632.24 Year 3: \$361,632.24 Year 4:
 \$361,632.24 Year 5: \$361,632.24

- **Serving 300 participants**

G. Construction. \$0.00

H. Other Costs. \$0.00

I. Total Direct Costs. Total: \$4,869,665.60

Year 1: \$973,933.12 Year 2: \$973,933.12 Year 3: \$973,933.12
 Year 4: \$973,933.12 Year 5: \$973,933.12

J. Indirect Costs. Total: \$130,334.40

**Year 1: \$26,066.88 Year 2: \$26,066.88 Year 3: \$26,066.88 Year 4: \$26,066.88
Year 5: \$26,066.88**

The TEC-P 3.0 request for indirect costs is calculated at 10 percent of direct costs. DEDO is electing to use the de minimis rate for indirect costs. The indirect cost rate of 10% is charged using the Modified Total Direct cost method under the Federal uniform Guidance requirement. The Modified Total Direct costs are calculated as total expense less expenses for equipment and property rent, client tuition, portion of each subaward amount in excess of \$25,000.00 and other participant or client support costs.

DEDO Modified Indirect Rate Calculation						
FOA-ETA-23-31	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	CUMULATIVE
PERSONNEL	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$189,823.39	\$949,116.95
FRINGE BENEFITS	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$58,845.25	\$294,226.25
TRAVEL	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
EQUIPMENT	-	-	-	-	-	\$0.00
SUPPLIES	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00
Indirect Cap for Subs (2 Awards @\$25K)	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$50,000.00
CONSTRUCTION	-	-	-	-		\$0.00
OTHER	-	-	-	-		\$0.00
TOTAL DIRECT	\$260,668.64	\$260,668.64	\$260,668.64	\$260,668.64	\$260,668.64	\$1,303,343.20
INDIRECT	\$26,066.86	\$26,066.86	\$26,066.86	\$26,066.86	\$26,066.86	\$130,334.32
TOTAL	\$286,735.50	\$286,735.50	\$286,735.50	\$286,735.50	\$286,735.50	\$1,433,677.52

K. TOTAL Costs. \$5,000,000.00

Year 1: \$1,000,000.00 Year 2: \$1,000,000.00 Year 3: \$1,000,000.00

Year 4: \$1,000,000.00 Year 5: \$1,000,000.00

Amount and Scope of Leveraged/ Matching Resources:

1. Leveraged/ Matching Total: \$1,250,000.00 or 25.0% of the total requested funds.

DEDO and its Contractual partners will leverage resources across regions to ensure at a minimum that 25% of the total requested funds are utilized to provide programming for TEC-P participants and reduce the administrative burden on the grant program.

2. Description of Leveraged/ Matching Resources

DEDO, CUWA, and the WDBs will leverage internal staffing, administrative and overhead costs to provide TEC-P services at a reasonable per participant rate. In addition, TEC-P is leveraging the significant in-kind contributions from its partners including funds from nonprofit and private sectors.

- **Federal Resources Total: \$452,148.65**

DEDO and the WDBs are leveraging a minimum of \$452,148.65 sourced from WIOA, Wagner Peyser, and TAA funds. WIOA Adult and Dislocated worker grants will be utilized to provide additional support for eligible AD and DW customers. This will include supportive services, case management, ITAs and OJTs. The leveraged funds will include leveraged staff time at each organization and braided services to ensure participants receive supportive services necessary to achieve success.

- **State and Local Government Resources Total: \$797,851.35**

DEDO has committed to matching a sizable portion of the direct costs of TEC-P to maximize grant program deliverables. Using City and County of Denver General Fund dollars, DEDO will match with grant staff funding, not including the expected wages of our Chief Workforce Development Officer, Financial Staff, and Policy staff supporting the project. Local resources will additionally be used to match supportive services provided to participants in the metro Denver region.

DEDO-matched positions: $(\$159,570.27/\text{year} \times 5 \text{ years} = \$797,851.35)$

1. Project Administrator Dominique Williams, $(.75 \text{ FTE} \times \$75031.20/\text{year} = \$56,273.40)$,
2. Data/Quality Assurance Analyst: Elaine Lint-Scott $(.7 \text{ FTE} \times \$95746.96/\text{year} = \$67,022.87)$,
3. Employer Services Liaison: Ross Gothelf, $(.5 \text{ FTE} \times 72,548.00/\text{year} = 36,274.00)$.

Denver Workforce - Eckerd Connects	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
PERSONNEL	\$145,513.50	\$145,513.50	\$145,513.50	\$145,513.50	\$145,513.50	\$727,567.50
FRINGE BENEFITS	\$30,557.84	\$30,557.84	\$30,557.84	\$30,557.84	\$30,557.84	\$152,789.20
TRAVEL (INCLUDES LOCAL)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00
EQUIPMENT						\$0.00
SUPPLIES	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$3,750.00
CONTRACTUAL						\$0.00
CONSTRUCTION						\$0.00
TRAINING (ITAs, OJTs)	\$135,147.14	\$135,147.14	\$135,147.14	\$135,147.14	\$135,147.14	\$675,735.70
SUPPORTIVE SERVICES	\$23,849.50	\$23,849.50	\$23,849.50	\$23,849.50	\$23,849.50	\$119,247.50
TOTAL DIRECT	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$1,681,589.90
INDIRECT (cap at 7%)	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$126,571.30
TOTAL	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$1,808,161.20

Colorado Rural Workforce Consortium	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
PERSONNEL	\$135,027.48	\$135,027.48	\$135,027.48	\$135,027.48	\$135,027.48	\$675,137.40
FRINGE BENEFITS	\$54,010.51	\$54,010.51	\$54,010.51	\$54,010.51	\$54,010.51	\$270,052.55
TRAVEL (INCLUDES LOCAL)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00
EQUIPMENT						\$0.00
SUPPLIES	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$3,750.00
CONTRACTUAL						\$0.00
CONSTRUCTION						\$0.00
TRAINING (ITAs, OJTs)	\$124,125.49	\$124,125.49	\$124,125.49	\$124,125.49	\$124,125.49	\$620,627.45
SUPPORTIVE SERVICES	\$21,904.50	\$21,904.50	\$21,904.50	\$21,904.50	\$21,904.50	\$109,522.50
TOTAL DIRECT	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$336,317.98	\$1,681,589.90
INDIRECT (cap at 7%)	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$25,314.26	\$126,571.30
TOTAL	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$361,632.24	\$1,808,161.20

U.S. DEPARTMENT OF LABOR Employment and Training Administration

NOTICE OF AVAILABILITY OF FUNDS AND FUNDING OPPORTUNITY ANNOUNCEMENT FOR: DOL Building Pathways to Infrastructure Jobs Grant Program

ANNOUNCEMENT TYPE: Initial

FUNDING OPPORTUNITY NUMBER: FOA-ETA-23-31

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER: 17.268

KEY DATES: *The closing date for receipt of applications under this Announcement is 07/07/2023. 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 7/7/2023 to be considered for Round 1. Round 2 will open on 3/15/2024 and we must receive your application by 6/14/24 to be considered for Round 2. See Section II. Award Information for more information on Rounds 1 and 2.

A pre-recorded Prospective Applicant Webinar and Frequently Asked Questions (FAQ) document will be available at: <https://www.dol.gov/agencies/eta/grants/apply/find-opportunities>.

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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 \$80,000,000 in grant funds authorized by the American Competitiveness and Workforce Improvement Act of 1998 (ACWIA), as amended (codified at 29 USC 3224a) for the DOL Building Pathways to Infrastructure Jobs Grant Program. Pending availability of funds, we intend to make approximately \$200,000,000 total available over the multiple competitive rounds of funding for this DOL Building Pathways to Infrastructure Jobs Grant Program.

Purpose and Objectives

The DOL Building Pathways to Infrastructure Jobs Grant Program will invest in public-private partnerships to develop, implement, and scale worker-centered sector strategy training programs in H-1B industries and occupations critical to meeting the goals of the Bipartisan Infrastructure Law (BIL), formally known as the Infrastructure Investment and Jobs Act (IIJA), Pub. L. No. 117-58. The United States (U.S.) will need a skilled workforce to fill the good-paying jobs created by the BIL’s historic investment—along with the Creating Helpful Incentives to Produce Semiconductors (CHIPS) and Science Act, Inflation Reduction Act (IRA), and American Rescue Plan. To maximize the impact of the BIL investment, this grant program will train job seekers in advanced manufacturing; information technology; and professional, scientific, and technical services occupations that support renewable energy, transportation, and broadband infrastructure sectors. These include occupations in the renewable energy and energy efficiency sectors; broadband expansion and smart city grids; and electrical, industrial, and civil engineers and technicians who facilitate the design, construction, modernization, and maintenance of the nation’s infrastructure (See Section I.A. for further detail on possible training occupations and Appendix E for specific definitions). The DOL Building Pathways to Infrastructure Jobs Grant Program represents a down payment to meet the future skilled workforce needs for implementation of the BIL by investing in workforce partnerships that build equitable pathways to good infrastructure jobs. This grant program aims to develop and diversify the talent pipeline necessary to support the infrastructure sectors.

The DOL Building Pathways to Infrastructure Jobs Grant Program requires worker-centered sector strategies driven by strong and diverse partnerships of public and private sector entities to promote systems change and empower workers based on equity, skills, and innovation. Applicants must propose program models that are driven both by industry needs and worker voice. This means convening workers, unions and other worker organizations, and employers as industry experts to build committed partnerships with workforce development entities, community-based organizations, and training institutions. These partnerships will design quality training and work-based learning opportunities that support the renewable energy, transportation, and broadband infrastructure sectors.

As part of the overarching framework for this grant program, applicants will develop strong sector partnerships to design training and employment programs that are responsive to local and regional infrastructure sector demands in the proposed grant service area. As job growth and workforce needs fluctuate due to the social, economic, and technological factors of the evolving infrastructure sector, applicants are expected to utilize relevant labor market information (LMI) in a rapid and responsive manner, on an ongoing basis, to understand current and near-term infrastructure workforce needs with respect to in-demand occupations, skills, and credentials. Additionally, as the BIL investments are dispersed nationally over the next five years, awarded grantees must ensure their sector partnerships maintain awareness of these investments within their service areas and remain agile enough to develop the pipeline of skilled workers to rapidly support and leverage infrastructure sector job openings to facilitate quality job placements for the participants of these grants. To this end, awarded grantees must be able to regularly reassess labor market trends in the local and regional areas served by the proposed program to adjust to changing local and regional demand as a result of BIL investments. This will require strong sector partnerships that have timely and consistent feedback loops with key industry employer partners. Applicants should develop innovative, agile, short-term and long-term strategies to ensure they have the capacity and flexibility to effectively respond to changing local and regional demand through various phases of infrastructure projects.

Program Tracks

Applicants must choose one of the following tracks for this grant program: 1) Development Track: Developing and Implementing Local/Regional Worker-Centered Sector Strategy Programs; or 2) Scaling Track: Scaling Effective Worker-Centered Sector Strategy Programs.

Development Track

The goal of the Development Track is to establish local and regional partnerships that will develop and implement worker-centered sector strategy training programs in one or more infrastructure-related sectors. Applicants are expected to use evidence-based training strategies such as Registered Apprenticeship Programs (RAPs) and other recognized work and learn approaches (See Appendix E Key Definitions). Additionally, applicants may propose to implement innovative, otherwise unproven strategies and approaches to recruitment, education and training, and partnership development that support or complement the evidence-based strategies to further inform promising sector strategy models. The Development Track will target populations in smaller and/or rural communities, as well as historically marginalized, underrepresented, and underserved populations.

Scaling Track

The goal of the Scaling Track is to invest in established partnerships that have demonstrated

evidence of effectiveness in implementing a sector strategy training program in one or more infrastructure-related sectors. This demonstrated effectiveness should include supporting data that shows employment outcomes, wage progression, and other evidence of sector training program achievement. Applicants will broaden the geographic scope of their existing effective sector strategy training program and incorporate worker-centered sector strategies. This track requires project designs which utilize evidence-based training models (See Appendix E Key Definitions). Additionally, the Scaling Track will ensure that expansion efforts specifically target those populations that have historically been marginalized, underrepresented, and underserved within the identified sectors and communities.

Partnerships

Both tracks require public-private partnerships to develop worker-centered sector strategies that incorporate the following core principles into their grant project design: 1) strategies for ensuring diversity, equity, inclusion, and accessibility, both through the inclusion of targeted partners that are primarily minority-serving (such as institutions of higher education, community-based partnerships, and employer partners), as well as by prioritizing recruitment, training, and retention of a local workforce that is representative of the local community demographics, in particular historically marginalized, underserved, and underrepresented populations; 2) career pathways that lead to middle- to high-skilled employment; and 3) approaches for increasing job quality. These core principles will help ensure equitable access to in-demand, quality jobs that are responsive to local and regional employer needs. To embed strong worker voice into these grant projects, applicants should engage workers during the initial grant proposal development phase to align the program design with worker needs, as well as to affirm protection of their rights (including their right to freely and fairly organize unions and collectively bargain). The Department has resources that can help workers, employers, and other key partners to better engage with and support worker voice, as well as worker rights. As an example, the Department's Occupational Safety and Health Administration has a workers' rights resource page that provides key information to workers and employers on worker rights and protections. [1] More recently, the Department has launched the Worker Organizing Resource and Knowledge (WORK) Center to provide assistance with effective strategies for a program designed with worker voice in mind. [2] Successful applicants are expected to continue to engage with workers and incorporate worker voice into their program implementation throughout the grant period to ensure that the program successfully meets the worker needs that were identified in the grant proposal and to ensure that workers are truly at the center of the sector strategy.

Project Design

Applicants will design training programs in infrastructure-related industry sectors for good jobs in high-demand occupations that offer above-average pay and benefits for the applicable industry and service area, and opportunities to advance along a career pathway to middle- to high-skilled quality jobs. For the purposes of this FOA, middle-skilled occupations are generally those that require some significant education and training beyond high school (but less than a bachelor's degree) such as a recognized postsecondary credential or RAP. High-skilled occupations are generally those that require a bachelor's degree or higher.

Awarded grant projects will promote career pathways programs that offer a clear sequence, or pathway, of education coursework and/or training credentials recognized by employers. The

grant program requires a training model that includes work-based learning as a training option and allows for a variety of other training models including, but not limited to, classroom training, incumbent worker training, and RAPs. Applicants will assess and offer participants the appropriate training model to fit their needs. As discussed in Section I.E.3., applicants must develop a robust supportive services strategy to increase participation and retention of individuals in training programs. The supportive services offered should be informed by workers engaged in the project to ensure the training model is driven by the needs of workers.

Lead Applicants

Eligible lead applicants include:

- National or community-based nonprofit organizations targeting the advanced manufacturing; information technology; and/or professional, scientific, and technical services occupations that support the renewable energy, transportation, and/or broadband infrastructure sectors, which includes nonprofit, trade, industry, or employer associations representing these sectors;
- Labor unions, labor-management organizations, and worker organizations that represent workers in the identified industries or sectors;
- Workforce development entities involved in administering the public workforce system established under WIOA, including State and Local WDBs and Indian and Native American Program entities eligible for funding under WIOA Section 166 (29 U.S.C. 3221);
- Education/training providers including community colleges, Historically Black Colleges and Universities (HBCUs), Tribal Colleges and Universities (TCUs), and Minority-Serving Institutions (MSIs), which include Predominantly Black Institutions (PBIs), Hispanic-Serving Institutions (HSIs), Native American Non-Tribal Institutions (NANTIs), Alaskan Native or Native Hawaiian-Serving Institutions (ANNHI), and Asian American and Native American Pacific Islander-Serving Institutions (AANAPISIs), and others;
- Economic development agencies;
- Native American Tribal governments (Federally recognized); and
- State, county, and local governments, including cities and townships, and State Workforce Agencies (State government agencies that receive funds pursuant to the Wagner-Peyser Act (29 U.S.C. 49 et seq.) to administer the state's public labor exchange activities or the lead state agency responsible for the administration of WIOA title I activities).

Leveraged Investment

Although both tracks under this grant program support the goals of BIL, given the scale and scope of each track, the leverage and match requirements vary. The Department highly encourages public-private partnerships under the Development Track to contribute at least 15 percent of the total amount of requested funds as leveraged funds to support the grant project; and for the Scaling Track, public-private partnerships are required to secure at least 15 percent of the total requested funds in qualifying match to support the grant project. Given the breadth of infrastructure investments across the U.S., applicants under both tracks are encouraged to leverage Federal BIL funding as available, as well as other federal funds such as those from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the American Rescue

Plan. Applicants are also encouraged to leverage resources across state and local funding streams, the private sector, and philanthropic organizations. Applicants will position their projects to sustain sector strategy implementation and expansion efforts beyond the grant period of performance by engaging partners and aligning grant projects with broader workforce and BIL-related activities that will be implemented during the course of the grant period of performance.

Eligible Program Participants/Target Population

The DOL Building Pathways to Infrastructure Jobs Grant program is funded through a user fee paid by employers to bring foreign workers into the U.S. under the H-1B nonimmigrant visa program. To further meet the demand for skilled workers in high-growth industries and economic sectors, a portion of these fees have been set aside for H-1B Skills Training Grants to fund projects that provide training and related activities to workers to assist them in gaining the skills and competencies needed for employment in the H-1B industries and sectors. Depending on the availability of funding, this FOA may be used to award additional rounds of grants that build on the initial investments of BIL to support the anticipated workforce training needs over the next decade.

This grant program must serve participants who are at least 17 years old and not currently enrolled in secondary school within a local educational agency. Among the individuals eligible to receive training, those of particular interest include historically marginalized and underrepresented populations, including women (who are underrepresented in many key infrastructure occupations), people of color, justice-impacted individuals, individuals with disabilities, veterans, military spouses, transitioning service members, and other populations with employment barriers that hinder movement into career pathways that lead to middle- to high-skilled H-1B occupations.

Evaluation

The Department intends to conduct a national impact evaluation of the DOL Building Pathways to Infrastructure Jobs Grant program to determine effective worker-centered sector strategies for training workers in middle- to high-skilled occupations supporting renewable energy, transportation, and broadband infrastructure sectors. All successful applicants will be required to participate in this evaluation.

I. FUNDING OPPORTUNITY DESCRIPTION

A. PROGRAM PURPOSE

This announcement solicits applications for the DOL Building Pathways to Infrastructure Jobs Grant Program.

Program Purpose and Alignment with the Bipartisan Infrastructure Law (BIL) and Other Major Federal Investments

The purpose of the DOL Building Pathways to Infrastructure Jobs Grant Program is to fund public-private partnerships to develop, implement, and scale worker-centered sector strategy training programs that train and prepare the skilled workforce needed to meet the demands of the sizeable infrastructure investments made through the BIL. This grant program will expand the workforce partnerships necessary to build equitable pathways to good infrastructure jobs,

particularly for workers from underserved and underrepresented populations in the local/regional communities where these infrastructure projects are located, as well as within these occupations (such as women). On November 15, 2021, President Biden signed into law the historic Infrastructure Investment and Jobs Act (IIJA), Pub. L. No. 117-58, also referred to as the BIL. [3] The BIL is a once-in-a-generation investment to rebuild our roads, bridges, ports, and airports; upgrade public transit and rail systems; replace lead pipes to provide clean water; provide affordable, high-speed internet to every family in America and deliver cheaper and cleaner energy. [4]

Since the passage of the BIL, additional landmark pieces of legislation have also been passed that build upon the BIL's historic infrastructure investments, including the CHIPS and Science Act and the IRA. The CHIPS and Science Act will invest billions of dollars to strengthen American manufacturing; ameliorate supply chain issues; and increase national security by investing in the research, development, and technology in industries including nanotechnology, clean energy, quantum computing, and artificial intelligence. [5] This legislation also fully funds the CHIPS for America Act, providing \$52.7 billion for American semiconductor research, development, manufacturing, and workforce development. [6] Between federal funding directly provided by the legislation and private investments indirectly spurred from those federal investments, tens of thousands of jobs will be created by the CHIPS and Science Act in manufacturing, construction, and technology. [7] The IRA will, among other goals, help advance environmental justice for historically underserved populations by reducing pollution, improving clean transit, making clean energy more affordable and accessible, and strengthening resilience to climate change. [8]

According to a 2022 study by the Political Economy Research Institute (PERI) at the University of Massachusetts Amherst, the IRA, together with the private investments this bill stimulates, will create over 9 million good jobs over the next 10 years. This includes nearly 5 million clean energy jobs, more than 900,000 clean manufacturing jobs, more than 400,000 clean transportation jobs, more than 900,000 jobs related to constructing efficient buildings, and about 150,000 environmental-justice related jobs. [9] In addition to the jobs this legislation will create, it will also sustain the millions of existing clean energy jobs across the country. [10] Further, the BIL's "Build America, Buy America" provisions and the IRA's domestic content requirements will promote the use of American-made iron, steel, construction materials, and manufactured products in federally-funded projects; these policies are driving a U.S. manufacturing boom which will contribute to high demand for the manufacturing workforce in the years to come. [11] [12]

Occupations

As part of the whole-of-government approach to the implementation of the BIL and other recent federal investments, this grant program will support advanced manufacturing; information technology; and professional, scientific, and technical occupations supporting renewable energy, transportation, and broadband infrastructure sectors, as described below:

Advanced Manufacturing

The BIL funds programs in the Departments of Transportation and Energy to expand access to clean energy to support President Biden's goal of 100 percent clean power by 2035, invest in the supply chain for batteries, and establish a national network of electric vehicle infrastructure. [13]

[14] These programs will remanufacture and overhaul trains to reduce emissions, ensure a viable domestic manufacturing and recycling capability to support a North American battery supply, and advance new solar energy manufacturing technologies and techniques. [15] To accomplish these goals, the U.S. workforce will need additional workers to fill advanced manufacturing jobs producing goods like batteries, semiconductors, electric vehicles, and solar panels, with occupations such as assemblers and fabricators, machinists, and electromechanical assemblers. According to the Economic Policy Institute, over ten years, these investments are projected to support an average of 175,000 jobs in manufacturing per year [16] (See Appendix A, H-1B Industries and Occupations).

Information Technology

The BIL also funds programs across the government to strengthen electric infrastructure against extreme weather and cyber-attacks, expand and improve the flexibility of our electric grid, and improve informational technology capabilities to boost supply chain resilience. [17] These programs will implement information technology advancements for supply chain analysis, logistics, system monitoring, industrial and manufacturing processes, and other purposes; bolster federal capabilities to ensure cybersecurity, infrastructure security, emergency communications, and risk management for all critical infrastructure sectors; and fund demonstration projects for connected vehicles, smart grids, and smart technology traffic signals. [18] These investments will support an average of 13,000 jobs in information technology per year [19], in occupations such as those to support smart grids, smart cities, fiber optic cabling and broadband infrastructure, cybersecurity, and advanced logistics. These occupations include, but are not limited to, software developers, network and computer systems administrators, and computer systems analysts (See Appendix A, H-1B Industries and Occupations).

Professional, Scientific, and Technical Services

The BIL will fund programs and projects that will require workers with a high level of expertise and training who provide knowledge and services to clients in areas such as engineering and specialized design services; computer services; and other professional, scientific, and technical services. [20] For example, these investments will require occupations such as train engineers, architects, building scientists, building energy permitting and enforcement officials, and building technicians in energy-efficient design and operation; fund comprehensive planning, engineering, design, and evaluation of public transportation projects; and pay for the operation and maintenance of navigation channels, navigation locks and dams, and structures to reduce the risk of flood and storm damage. [21] The BIL's historic infrastructure investments will support an average of 46,000 jobs in professional, scientific, and technical services per year over the next ten years, for occupations in electrical and electronics engineering, industrial engineering, civil engineering, and specialized technician occupations (See Appendix A, H-1B Industries and Occupations). [22]

Industry Sectors

Within each of the occupations described above, the DOL Building Pathways to Infrastructure Jobs Grant Program will target the following sectors:

Renewable Energy

The BIL invests over \$65 billion to upgrade U.S. power infrastructure while expanding the use of renewable and clean energy, representing the largest investment in clean energy transmission

and grid in American history. [23] These investments support our nation’s transition to renewable energy and present an opportunity to mitigate the climate crisis and promote environmental justice, particularly for disadvantaged communities that disproportionately experience the impacts of climate change. [24] In the spirit of promoting environmental justice through investing in clean energy jobs, applicants proposing project service areas that have transitioned or are currently transitioning away from a labor market dependence on fossil energy are encouraged to consider how to recruit and serve individuals in low- and moderate-income communities within these areas that have lost or anticipate losing jobs due to the displacement of fossil energy as part of their overall training strategy.

Transportation

The BIL invests billions of dollars to transform and modernize the way we move goods and people—from building a national network of EV charging infrastructure; to addressing a multibillion-dollar public transit repair backlog that includes more than 24,000 buses, 5,000 rail cars, 200 stations, and thousands of miles of track, signals, and power systems; and reducing congestion and emissions near ports and airports. [25] This legislation will invest \$7.5 billion to build out a national network of 500,000 electric vehicle (EV) chargers to help facilitate the adoption of EVs. [26] This historic legislation is projected to create a per-year average of 17,000 jobs in EV infrastructure and 81,000 jobs in power infrastructure over the next decade. [27]

Additionally, this legislation includes the single largest dedicated investment in bridges in U.S. history and will help to repair thousands of bridges across the country. The legislation will fund key transportation programs, such as assessing, repairing, and improving the resiliency of our National Highway System; deploying, installing, and operating advanced transportation technologies to improve safety, mobility, and efficiency; researching highly automated vehicles and related technology; and transitioning to electric school buses, transit buses and even passenger ferries to reduce emissions. [28] These workers will not only repair the transportation infrastructure we have, but also imagine a new future by adapting and changing our infrastructure with evolving transportation modes, new technologies, and an eye towards a zero emissions future.

Broadband Infrastructure

The BIL provides \$65 billion to ensure that all Americans can access reliable, high-speed internet, especially in rural and Tribal communities, which is increasingly necessary to apply for and maintain a job, attend school, and access critical resources like healthcare. [29] This investment will require individuals trained for jobs installing new broadband infrastructure in communities that still lack it, as well as maintaining the sustainability and security of this infrastructure over time. Over ten years, BIL investments are projected to result in a per-year average of 61,000 jobs in broadband infrastructure. [30]

Investing in Strategies for a Next Generation Workforce

These investments demand a next generation workforce ready to fill these jobs. The manufacturing, information technology, and professional, scientific, and technical services industry sectors are all among the top ten industries that are using H-1B visas to hire foreign workers. [31] The high demand for these occupations from foreign labor demonstrates the need to train our workers in these in-demand infrastructure-related fields.

1. DOL Building Pathways to Infrastructure Jobs Grant Program Training Tracks

The DOL Building Pathways to Infrastructure Jobs Grant Program's investments will support the creation of a talent pipeline to develop the skills of untapped labor pools, re-skill dislocated workers, and upskill workers to move into middle- to high-skilled quality infrastructure jobs created through the BIL by leveraging sector strategies (see Section I.A.2 below). To achieve the goals of the FOA, applicants are required to propose grant projects that address one of the following two training tracks. Both of these tracks are expected to serve historically marginalized and underserved populations and communities.

a. Development Track: Developing and Implementing Local/Regional Worker-Centered Sector Strategy Programs

The goal of the Development Track is to establish local and regional partnerships that will foster the implementation of an effective, worker-centered sector training program in one or more infrastructure-related sectors. Applicants should design their worker-centered sector training programs to include paid work-based learning strategies that are evidence-based, such as Registered Apprenticeship Programs and On-the-Job Training (OJT), among others (See Section E. Program Design and Allowable Activities). Additionally, in an effort to foster innovation, applicants may also propose untried, untested strategies and models, and provide an explanation for why they believe these innovative approaches may benefit the proposed service model and identified service area.

For the purposes of this FOA, applicants must develop and implement programs in local or regional service areas that are responsive to employer demand, and that target H-1B occupations and sectors which are experiencing strong growth. Applicants must design programs that support equitable participation and growth of sector-based partnerships. This may include developing sector partnerships in any of the following scenarios to address employer and industry demand:

- Brand new sector partnerships (i.e., the partnership is newly formed to address the sector and employer needs with all partner organizations newly connected under the proposed sector strategy) that seek to implement and operate in a local/regional area where they do not currently exist;
- Partially established sector partnerships (i.e., some, but not all, of the necessary partners have been engaged in related work and are committed to supporting the sector partnership) that are already operating in the proposed local/regional service area; or
- Fully established sector partnerships (i.e., all necessary partners are engaged in related work and are committed to supporting the sector partnership) that are not already operating in the proposed local/regional area.

These partnerships must create inclusive career pathways and meet employer and industry workforce needs through local and regional workforce training programs (as defined in Section I.D. Geographic Scope) that serve historically marginalized, underrepresented, and underserved populations and communities. To that end, the Department strongly encourages applications from institutions that have not previously been awarded an H-1B grant from DOL as a lead applicant and also encourages applications that include smaller and/or rural communities (See Appendix E Key Definitions).

Applicants will establish collaborative industry and worker partnerships in which they conduct outreach to and convene stakeholders; conduct asset mapping and analysis; assess the

local/regional strengths, weaknesses, and opportunities for an infrastructure workforce; and develop and implement plans to recruit, train, and retain individuals in their target industry sector(s) in the local or regional community. Grant projects under this track will establish career pathways in the proposed sector-based initiative that focus on the skills, competencies, and credentials needed for good-quality infrastructure-related jobs within the targeted H-1B industries and occupations. See Section I.E. for a description of program design requirements and allowable activities.

b. Scaling Track: Scaling Effective Worker-Centered Sector Strategy Programs

The goal of the Scaling Track is to invest in established partnerships that have demonstrated effectiveness in implementing sector strategy training programs in one or more infrastructure-related sectors. Applicants will scale an existing model that has supporting data with respect to employment outcomes, wage progression, and sustainability to demonstrate the effectiveness of the model. Successful applicants under this track will substantially increase the geographic area served by their existing model (e.g., scaling a currently successful statewide sector training program to a national level, which is defined in Section I.D. Geographic Scope).

Applicants will design their training programs to include evidence-based training models and will strategically scale their programs in ways that meet the needs of employers in the targeted service area(s). Applications for this track must include documentation of past success and must demonstrate why and how broadening the geographic scope of their proposed training model will build a pipeline to a greater number of worker-centered, quality infrastructure jobs. The Department considers applicants to be well-positioned to scale training programs if the application demonstrates evidence that the lead applicant has experience implementing strong, effective, and adaptable sector training programs and provides evidence of robust and committed partnerships across all the proposed service areas. See Section I.E. for a description of program design requirements and allowable activities.

2. Worker-Centered Sector Strategies

The DOL Building Pathways to Infrastructure Jobs Grant Program is designed to ensure workers are at the center of the grant program's training and employment strategies. This grant program will advance the Administration's job quality priorities while emphasizing the principles of worker-centered sector strategies. A sector strategy is a systems approach to workforce development that involves a public-private partnership of multiple employers within an industry sector, that brings together educational institutions; economic development agencies; workforce development systems; and labor, worker, and community organizations to identify and collaboratively meet the workforce needs of that industry sector within a given economic region(s).

Applicants must propose worker-centered training programs that are industry-driven and responsive to local and regional infrastructure sector demands in the proposed service area. These grants will meet industry needs while also engaging workers to create training programs that provide quality jobs. For example, this may include ensuring adequate staffing, offering family-sustaining wages and career pathway progression, requiring robust safety and health protocols, offering quality worker benefits (such as health insurance, paid leave, and retirement) and supporting recruitment and retention practices that promote diversity, equity, inclusion, and accessibility. This also should include, whenever possible, collaboration with unions and worker

organizations to develop and deliver training and/or providing supervised work-based learning. Training programs must be designed to address the evolving local and regional infrastructure sector demands as BIL investments gain traction across the country. Applicants must demonstrate that the proposed sector partnership has the capacity to quickly respond to emerging workforce needs to develop the pipeline of skilled workers to rapidly support and leverage infrastructure sector job openings.

As a strategy for embedding strong worker voice into these grant projects, applicants should engage workers during both the initial grant proposal development phase and the grant implementation phase. This will help to ensure that workers are an active and engaged voice in the training design and that the training aligns with worker needs, as well as to ensure that their rights (including their right to freely and fairly organize unions and collectively bargain) are protected. Studies show that worker-centered sector strategies, such as California's High Road Training Partnership (H RTP) model, can provide marginalized workers with pathways to quality jobs, while employers benefit from a skilled workforce and increased market competitiveness. [32] The worker-centered approach ensures that workforce development and employment opportunities are accessible to and shaped by communities of color and low-paid workers and offer quality jobs with family-sustaining wages and benefits, that workplaces are safe and healthy, and that workers have agency and voice and are treated with dignity and respect. [33]

Worker-centered sector strategies promote systems change and worker power to build an economy based on equity, skills, innovation, and shared prosperity in which:

- Workers gain access to the appropriate training programs to help them achieve success on the job and advance along a career pathway to quality jobs and careers;
- Employers gain a high-performing workforce that improves productivity, service quality, and market competitiveness;
- Worker organizations and unions set industry standards and offer higher wages when workers are training to meet employers' needs; and
- Communities become more resilient by working alongside labor and worker organizations and employers to develop recruitment pipelines, equitable employment opportunities, and other worker-centered systems that empower communities. [34]

Through this grant program, DOL will advance worker-centered sector strategies that engage workers, worker organizations, unions, or labor-management partnerships; employers; workforce development entities; training entities; and community organizations to create strong and sustainable partnerships that collaboratively address local or regional economic needs in real-time. This collaboration will create an ecosystem of economic prosperity that is grounded in three core principles: (1) diversity, equity, inclusion, and accessibility; (2) career pathways; and (3) job quality.

a. Core Principle 1: Strategies for Ensuring Diversity, Equity, Inclusion, and Accessibility and Prioritizing Recruitment, Training and Retention of a Local Workforce

Ensuring diversity, equity, inclusion, and accessibility (DEIA) is a fundamental principle of worker-centered sector strategies. Worker-centered sector strategies create pathways to economic prosperity for those who have been historically marginalized by discrimination, economic

exclusion, and exploitation, including people of color, justice-impacted and/or housing insecure individuals, as well as women, people with disabilities, immigrants, and other populations who experience economic and social inequities in the applicable service area. [35] These strategies focus on systems change to address inequities, and efforts to improve DEIA are an ongoing process.

The DOL Building Pathways to Infrastructure Jobs Grant Program will ensure equitable opportunities for federal funding by 1) encouraging applications from organizations and institutions that serve historically marginalized, underrepresented populations and underserved communities; and 2) encouraging applicants to prioritize and recruit participants from these local underserved and underrepresented communities so that workers trained for infrastructure projects are both representative of and from the (geographic) communities where these projects are located. This supports a place-based model of economic transformation while focusing on a specific in-demand sector.

On February 16, 2023, President Biden issued [Executive Order 14091](#), *Further Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*—building upon Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*. [36] The term “equity” means the “consistent and systematic treatment of all individuals in a fair, just, and impartial manner, including individuals who belong to communities that often have been denied such treatment, such as Black, Latino, Indigenous and Native American, Asian American, Native Hawaiian, and Pacific Islander persons and other persons of color; members of religious minorities; women and girls; LGBTQI+ persons; persons with disabilities; persons who live in rural areas; persons who live in United States Territories; persons otherwise adversely affected by persistent poverty or inequality; and individuals who belong to multiple such communities.” [37] The term “underserved communities” refers to “those populations as well as geographic communities that have been systematically denied the opportunity to participate fully in aspects of economic, social, and civic life, as defined in Executive Orders 13985 and 14020.” [38]

Applicants must propose strategies that advance equity and embed these strategies in the grant program design to build equitable pathways into the target infrastructure-related industries and occupations that have historically lacked it. Applicants should be intentional and proactive in designing programs and strategies that ensure the greatest levels of equity. This includes demonstrating how the proposed program will be developed with the input of impacted workers, worker organizations, or labor-management partnerships; incorporates the lived experience of historically marginalized or underrepresented populations; prioritizes local targeted hires from these communities; and utilizes recruitment and supportive services that attract, retain, and advance historically marginalized and underrepresented populations in the infrastructure-related occupations within their service areas.

The applicant should explain the extent to which project activities will be located in and benefit underserved communities. Strategies that advance DEIA may include, but are not limited to:

- Identifying Minority Business Enterprises, Minority-Owned Businesses, Woman-Owned Businesses, Veteran Owned Businesses, businesses owned by people with disabilities, and small businesses to include as employer partners;

- Collaborating with HBCUs, TCUs, and MSIs, including PBIs, HSIs, NANTIs, ANNHIs, and AANAPISIs as education and training partners;
- Identifying partners that work with specific underrepresented populations, such as women (and in particular, supporting women to enter nontraditional infrastructure occupations), people of color, justice-impacted individuals, individuals with disabilities, and other populations with employment barriers that hinder movement into career pathways leading to middle- to high-skilled H-1B occupations;
- Engaging with unions and worker organizations to identify, recruit, and serve underrepresented populations, as well as to collaboratively address their training needs and to identify on-the-job peer mentors with shared characteristics;
- Activities that ensure program services are accessible to all in terms of language and ability;
- Activities that ensure workers who do not have the educational prerequisites and/or experience to enter jobs and/or training programs are given the services and resources needed for them to successfully enter and complete workforce training; and
- Instituting anti-harassment and anti-discrimination workplace programs and trainings that promote inclusive, respectful, and welcoming workplaces.

b. Core Principle 2: Career Pathways

Career Pathway programs integrate academic and occupational skills training aligned with employer-validated work readiness standards and competencies. The clear sequence of coursework and/or credentials allows progression through a variety of postsecondary credentials that demonstrate marketable skills in various occupations within an industry sector. Worker-centered sector strategies incorporate career pathways strategies by aligning education and training programs with industry needs. They represent a strategic approach to building employer-driven, regional talent pipelines by addressing skill gaps and creating meaningful career pathways to quality jobs for diverse workers in important regional industries. A key goal of utilizing a career pathways approach is to enable entrance or career advancement in the infrastructure-related workforce and support continued wage progression as skills and credential attainment increases.

Under this FOA, training along a career pathway may start with entry-level occupations but must lead to employment and and/or advancement into in-demand middle- to high-skilled occupations in advanced manufacturing; information technology; and/or professional, scientific, and technical occupations supporting renewable energy, transportation, and/or broadband infrastructure sectors. Career pathways must be sector-focused and incorporate the needs and hiring opportunities of employers within a specific industry sector, and provide planned and sequenced coursework, training, and/or work experience that leads to attainment of recognized postsecondary credentials.

This grant program seeks to advance strategies that support participants entering and progressing in career pathways programs leading to good-quality in-demand jobs in middle- to high-skilled infrastructure-related occupations. DOL's 2021 Career Pathways Descriptive and Analytical Project provides insight into workers' actual economic prospects and pathways over three-, five-, and ten-year time periods, how workers move through job clusters, and how they experience wage growth. [39] It identifies shared characteristics of "launchpad" occupations—occupations

from which workers go on to experience higher-than-average wage growth—across sectors. [40] The project studied programs that use career pathways strategies as a workforce training model and found that “on average the career pathways approach led to favorable impacts on educational progress and some labor market outcomes...Specifically, the career pathways approach increased educational progress and increased employment in the industry trained for.” [41]

Applicants must propose projects that describe the infrastructure-related career pathway; identify entry and exit points; describe credential attainment (e.g., certificate, certifications, license, or degrees); and outline the expected employment outcomes, including wages and increased roles and responsibilities. Applicants must develop career plans that directly align with the current and planned infrastructure projects in the proposed target area and how the grant will help participants navigate and assess their various career pathway options, including identifying skills and competencies needed for those occupations, and describing how the education and training provided will assist individuals in moving along a career pathway within infrastructure-related occupations.

c. Core Principle 3: Approaches for Increasing Job Quality

Job quality is an essential component of worker-centered sector strategies. In 2022, the Departments of Labor and Commerce published [The Good Jobs Principles](#) to foster a shared federal vision of job quality. As directed below, applicants must factor each of these Principles into their applications. These Principles describe good-quality jobs that pay family-sustaining wages and provide wage progression, benefits, access to paid leave, opportunities for career advancement through training and education and, to the strongest extent possible, a platform for worker voice to support all workers and ensure fair pay and safe working conditions. Under the worker-centered sector strategies framework, quality jobs have the potential to transform workers’ lives and create a more equitable economy. Good jobs are “the foundation of an equitable economy that lifts up workers and families and makes businesses more competitive globally. They allow everyone to share in prosperity and support local communities and the entire U.S. economy. Workers know the value of a good job that provides stability and security for them and their families. Many companies recognize that providing good-quality jobs – that make them an employer of choice – creates a clear competitive advantage when it comes to recruitment, retention, and execution of a company’s mission.” [42]

To effectively undertake a worker-centered sector strategy approach, applicants for this grant must embed job quality into their program design to ensure meaningful impact on, and benefit to, the infrastructure-related workforce. To support an increase in job quality for infrastructure-related occupations, the DOL Building Pathways to Infrastructure Jobs Grant Program will require applicants to incorporate the eight Good Jobs Principles, described below. Additionally, the Department provides examples below each principle for how each may be considered and addressed:

1. *Recruitment and Hiring:* Qualified [job] applicants are actively recruited – especially those from underserved communities. Applicants are free from discrimination, including unequal treatment or application of selection criteria that are unrelated to job performance. This includes minimizing the use of screening and evaluation criteria that could disadvantage the candidacy of persons with disabilities and other barriers that disproportionately affect historically marginalized populations, such as requiring a

driver's license absent a showing that the requirements are job-related and consistent with business necessity. Applicants are evaluated with relevant skills-based requirements. Unnecessary educational, credentials, or experience requirements also are minimized.

- **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**

1. Hiring strategies meant to counter conscious and unconscious biases.
2. Screening practices that do not eliminate individuals based on degrees.
3. Applicant or partner employer efforts to recruit from communities underrepresented in the workforce that take into account cultural competencies that relevant to these populations' history attaining and retaining jobs.

2. *Benefits:* Full-time and part-time workers are provided family-sustaining benefits that promote economic security and mobility. These include health insurance, a retirement plan, workers' compensation benefits, work-family benefits such as paid leave and caregiving supports, and others that may arise from engagement with workers. Workers are empowered and encouraged to use these benefits.

- **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**

1. Partner employer benefits pamphlets.
2. Typical benefits provided for competitive employment opportunities in the project's target occupation(s).
3. Other materials or information indicating the project aligns with this Principle.

3. *Diversity, Equity, Inclusion, and Accessibility:* All workers have equal opportunity. Workers are respected, empowered, and treated fairly. DEIA is a core value and practiced norm in the workplace. Individuals from underserved communities do not face systemic barriers in the workplace. Underserved communities are those that include persons adversely affected by persistent poverty, discrimination, or inequality, including Black, Indigenous, people of color; LGBTQ+ individuals; women; immigrants; veterans; individuals with disabilities; individuals in rural communities; individuals without a college degree; individuals with or recovering from substance use disorder; and justice-impacted individuals.

- **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**

1. Partner employers' anti-harassment policies and trainings.
2. Materials indicating how partner employers or employer occupation(s) have addressed barriers to the employment and career progression of individuals from underrepresented communities.
3. Other materials or information indicating the project aligns with this Principle.

4. *Empowerment and Representation:* Workers can form and join unions. Workers can engage in protected, concerted activity without fear of retaliation. Workers contribute to decisions about their work, how it is performed, and organizational direction.

- **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**

1. Collective bargaining agreements entered by partner employers.

2. Partner employers' commitments to labor peace.
3. Partner employers' policies for responding to and incorporating employee feedback.
4. Project labor agreements, community workforce agreements, or other agreements covering work in the targeted occupation(s) in the planned service area.
5. Other materials or information indicating the project aligns with this Principle.

5. *Job Security and Working Conditions:* Workers have a safe, healthy, and accessible workplace, built on input from workers and their representatives. Workers have job security without arbitrary or discriminatory discipline or dismissal. They have adequate hours and predictable schedules. The use of electronic monitoring, data, and algorithms is transparent, equitable, and carefully deployed with input from workers. Workers are free from harassment, discrimination, and retaliation at work. Workers are properly classified under applicable laws. Temporary or contractor labor solutions are minimized.

• **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**

1. Partner employers' employee handbooks and other human resource practices.
2. Partner employers' policies on electronic surveillance or typical policies for the target occupation(s) and how the applicant will engage those policies.
3. Other materials or information indicating the project aligns with this Principle.

6. *Organizational Culture:* All workers belong, are valued, contribute meaningfully to the organization, and are engaged and respected especially by leadership.

• **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**

1. Media reports on widely adopted practices that foster healthy workplace cultures in the target occupation(s).
2. Partner employer commitments and policies promoting healthy workplace cultures.
3. Labor peace or union engagement.
4. Other materials or information indicating the project aligns with this Principle.

7. *Pay:* All workers are paid a stable and predictable living wage before overtime, tips, and commissions. Workers' pay is fair, transparent, and equitable. Workers' wages increase with increased skills and experience.

• **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**

1. Partner employers' pay schedules and career ladders.
2. Average salaries for new hires in the target occupation(s).
3. Information about the cost of living in the service areas.
4. Other materials or information indicating the project aligns with this Principle.

8. *Skills and Career Advancement:* Workers have equitable opportunities and tools to progress to future good jobs within their organizations or outside them. Workers have transparent promotion or advancement opportunities. Workers have access to quality employer- or labor-management-provided training and education. [43]

- **Examples of approaches that support this Good Jobs Principle may include, but are not limited to:**
 1. Career ladders or schedules and criteria for regular opportunities for promotion.
 2. Skills training opportunities.
 3. Other materials or information indicating the project aligns with this Principle.

3. National Evaluation

The Department believes that successful projects can develop evidence on effective workforce education and training strategies in renewable energy, transportation, and broadband industry sectors that can be replicated broadly. To facilitate this replication, the Department will conduct a national impact evaluation of the DOL Building Pathways to Infrastructure Jobs Grant projects to inform workforce development policy and advance DOL's mission to help the nation's employers and workers. Grantees must agree to participate in the national evaluation as a condition of their award.

B. PROGRAM AUTHORITY

Section 414(c) of the American Competitiveness and Workforce Improvement Act of 1998 (ACWIA), as amended (codified at 29 U.S.C. 3224a) authorizes this program. These grants are financed by a user fee paid by employers to bring foreign workers into the U.S. under the H-1B nonimmigrant visa program.

C. TARGET INDUSTRIES AND OCCUPATIONS

The DOL Building Pathways to Infrastructure Jobs Grant Program will fund projects that propose to develop a skilled workforce leading to or supporting middle- to high-skilled career pathways in advanced manufacturing; information technology; and professional, scientific, and technical occupations that support renewable energy, transportation, and broadband. Applicants must select the Development Track or the Scaling Track and may propose grant projects that support occupations in one or more of these industry sectors.

The Federal government's effort to transform the nation's infrastructure must also include a commitment to training individuals, including those from historically marginalized, underserved, and underrepresented communities, to obtain good-quality jobs. Career pathways identified in application proposals must lead to good-quality jobs. For the purposes of this FOA, good-quality jobs are jobs that pay sustaining wages with wage progression, benefits, access to paid leave, opportunities for career advancement through training and education, adequate staffing, safety and health protections, nondiscriminatory and harassment-free workplaces that promote DEIA and, to the strongest extent possible, a platform for worker voice that supports all workers and ensures fair pay and safe working conditions. Applicants should provide evidence that the jobs their programs will train participants for are on a career pathway to good-quality jobs (such as providing above-average pay, benefits, classification as employees, permanent jobs, predictable schedules). Considering these priorities, applicants must demonstrate that their proposed career pathways align with the skills and needs of their service area(s) and the target population(s), with an emphasis on those from historically marginalized and underrepresented populations.

Although program participants may have varying levels of skills upon enrollment in the DOL Building Pathways to Infrastructure Jobs Grant Program, applicants must design new programs

or expand existing programs, depending on the selected track, to build participants' skills, so they are prepared to be placed in the target occupations and sectors. See Appendix A for a list of H-1B industries and occupations that are allowable. Applicants may choose to target a specific H-1B occupation(s) outside of advanced manufacturing; information technology; and professional, scientific, and technical occupations for which a significant number of H-1B visas has been certified, even if that occupation is not identified in Appendix A. If this occupation is not within the H-1B industries identified in Appendix A, the application must provide data showing that the proposed occupation is one for which a significant number of H-1B visas have been certified and demonstrate that this occupation is related to renewable energy, transportation, and/or broadband. Applicants must use verifiable data to make this demonstration, such as data provided by [DOL's Foreign Labor Certification Data Center](#). Applicants may propose to train for more than one H-1B occupation.

D. GEOGRAPHIC SCOPE

The geographic scope is the physical service area in which awarded applicants will serve participants. Applicants must identify the geographic scope of the proposed project:

- **Local/regional** means serving part or all of an economic region within one state or a contiguous economic region that may cross more than one state. This also includes Economic Development Districts (EDD) as recognized by the Department of Commerce's Economic Development Agency (<https://eda.gov/edd/>).
- **Statewide** means serving an entire state or multiple non-contiguous economic regions or EDDs within one state.
- **National** means serving multiple economic regions or EDDs in multiple states. The service area does not need to be contiguous.

Economic regions are defined primarily by the movement of goods, capital, labor, consumption, and other economic forces within a geographic area. Defining an economic region involves identifying the surrounding area, communities, counties, and municipalities that have similar industry and employment characteristics, looking beyond traditional political boundaries, and identifying the workforce needs of the identified areas.

Applicants must choose one of the two grant program tracks identified in Section I.A. and described further below.

Development Track: Developing and Implementing Local/Regional Worker-Centered Sector Strategy Programs

Applicants who select the Development Track must 1) establish a program within **one** identified local/regional service area; 2) explain how their proposed training model both leverages evidence-based training strategies and implements innovative and unproven strategies to support the proposed sector strategy model; and 3) describe the partnership status prior to the submission of the application (i.e., new partnership, partially established partnership, or fully established partnership).

Note that Development Track applicants may only recruit and serve participants in the proposed

local/regional service area. Development Track applicants may choose to focus on one or more infrastructure sector(s) (renewable energy, transportation, or broadband).

Scaling Track: Scaling Effective Worker-Centered Sector Strategy Programs

Applicants who select the Scaling Track must 1) demonstrate that they have operated or are currently operating an effective sector training program and provide supporting documentation; 2) explain how their proposed training program leverages evidence-based training models; and 3) broaden the geographic scope of its implementation in one of the following ways:

- Scale an existing local/regional model to an entire economic region or EDD;
- Scale an existing local/regional model to a statewide geographic scope;
- Scale an existing statewide model to a national geographic scope; or
- Further scale a current national model that encompasses multiple economic regions or EDDs into additional states.

Applicants who select the Scaling Track must identify the service area the program is currently operating in and the additional service area(s) or economic regions/EDDs the program will scale to over the grant period of performance. Additionally, applicants who select the Scaling Track may only recruit and serve participants within the identified service area(s).

Scaling Track applicants may choose to focus on one or more infrastructure sector(s) (renewable energy, transportation, or broadband).

Smaller and Rural Communities

In both tracks, applicants that demonstrate in their application that they are serving smaller and/or rural communities as defined in Appendix E. Key Definitions will receive two priority consideration points toward their overall application score. The bonus points are not dependent on the number of smaller/rural community areas within the proposed physical service area.

Applicants may use the data provided through the Health Resources and Services Administration (HRSA) Federal Office of Rural Health Policy (<https://www.hrsa.gov/rural-health/about-us/what-is-rural/data-files>) to assist in documenting that the proposed service area includes smaller and/or rural communities.

E. PROGRAM DESIGN AND ALLOWABLE ACTIVITIES

The DOL Building Pathways to Infrastructure Jobs Grant Program will build a pipeline of skilled and diverse workers that will help the U.S. meet current and future demand for advanced manufacturing; information technology; and professional, scientific, and technical occupations supporting renewable energy, transportation, and broadband infrastructure sectors. Successful applicants will address the goals of the grant program by designing their grant projects from both (1) a strategic level, such as describing their planned activities for convening sector partnerships, assessing the workforce needs within a specific geographic scope, and devising a comprehensive workforce strategy; and (2) an operational level, such as incorporating in their plans how they will implement their comprehensive workforce strategy and deploy the training activities.

1. Program Design

Applicants must design and implement high-quality training programs that align with the needs of employers and industry arising from the BIL investments through either the Development Track or Scaling Track as outlined in Section I.A.1. While the scope and scale vary between these two tracks, all applicants must propose projects that incorporate the core program principles described in Section I.A.2.

The proposed training programs must support advanced manufacturing; information technology; and/or professional, scientific, and technical occupations in renewable energy, transportation, and/or broadband infrastructure sectors, and must include the following activities:

1. Developing or scaling sector partnerships of public and private sector entities and engaging employers, workers, labor, and education and training institutions in the adoption and deployment of employment and training services to address in-demand workforce needs in the proposed service area;
2. Incorporating worker voice into the development, implementation, and scaling of the training program as described in Section I.A.2;
3. Developing or scaling career pathways programs that emphasize the skills, competencies, and credentials needed for middle- to high-skilled H-1B occupations (such as incorporating battery manufacturing training into a current advanced manufacturing training program focused on solar panel manufacturing) that are aligned with industry and employer needs;
4. Offering high-quality training options (including work-based learning models) to prepare individuals to successfully move into high-quality jobs in middle- to high-skilled employment in H-1B occupations upon completion of such training;
5. Advancing diversity, equity, inclusion, and accessibility in the infrastructure workforce by recruiting, training, and expanding the pool of workers with transferrable, certified skills aligned with employer needs for good jobs—particularly recruiting and hiring women, people of color, justice-impacted individuals, individuals with disabilities, and other populations with employment barriers that hinder movement into career pathways leading to middle- to high-skilled H-1B occupations;
6. Emphasizing Registered Apprenticeship Programs (RAPs) as an earn and learn pathway and an equity strategy to break down barriers to infrastructure jobs for individuals without degrees;
7. Developing and implementing training program models (Development Track) or scaling established training program models (Scaling Track);
8. Prioritizing occupations and career pathways within the identified infrastructure sectors that are in high demand and offer above-average pay and benefits for the applicable industry and/or location, and opportunities for career advancement;
9. Providing intensive wrap-around supportive services to participants who need them, to ensure they can participate and complete the training program and enter good quality employment;
10. Offering proactive and comprehensive career navigation services to participants;
11. Developing a new, or leveraging an existing, system for reviewing and collecting participant data, and monitoring results to assess program performance;

12. Leveraging other private, federal, and state funding resources, including BIL resources; and
13. Institutionalizing the practice of worker-centered sector strategies by creating systemic changes, including through partnerships, policies, and procedures, to successfully sustain sector strategy models after the life of the grant.

2. Training and Education Services

Projects funded under this FOA will provide a range of training and education services that lead to middle- to high-skilled jobs in infrastructure-related occupations and sectors. An innovative mix of services will include assessment, coaching and counseling, supportive services, and occupational skills training that leads to recognized postsecondary credentials and/or employment. All projects must incorporate a strong worker-centered assessment component that allows for a customization of services and training to meet the needs of the program participants to get a quality job, retain their employment, or advance to a new position in the targeted sector.

Applicants should include robust, comprehensive, and customized paid work-based learning strategies, such as RAPs and pre-apprenticeship programs that articulate to RAPs during the grant period of performance, On-the-Job Training (OJT), incumbent worker training, paid internships, and other forms of paid work experience. Other allowable training strategies include classroom, competency-based, accelerated learning, and technology-based training strategies. Grantees are encouraged to leverage other sources of funding for training or supports, (e.g., utilizing Registered Apprenticeship funds, assisting participants in obtaining Pell grants for tuition, co-enrolling participants into Workforce Innovation and Opportunity Act (WIOA) programs for supportive services and non-duplicative skills training, utilizing other federal funds such as those from the CARES Act or American Rescue Plan), or leveraging other federally-funded employment or training programs such as those supported by the National Science Foundation and the Departments of Commerce, Education, Energy, Transportation, Veterans Affairs, and others, where appropriate. The intent of co-enrollment is to meet the full training and employment needs of program participants by leveraging the resources and services available through other funding sources, as well as to support the sustainability of the project through the use of diverse funding sources. Please note, grantees may not co-enroll participants into other DOL H-1B grant programs, including, but not limited to, Building Pathways to Infrastructure Jobs Grant Programs from the same or other rounds of funding.

Applicants may propose to use some or a combination of these strategies to meet the needs of employers and jobs seekers and allow flexibility for program delivery. Applicants may also incorporate innovative online training strategies and virtual service delivery models to ensure the effective delivery of services to diverse populations and communities.

Registered Apprenticeship Programs (RAPs)

Registered Apprenticeship is an industry-driven, high-quality career pathway validated by the U.S. Department of Labor where employers can develop and prepare their future workforce, and individuals can obtain paid work experience, classroom instruction, and a portable, nationally recognized credential (29 CFR Part 29, Subpart A, and 29 CFR Part 30). Upon successful completion of all phases of work-based learning and related instructional components, apprentices receive nationally recognized credentials leading to long-term career opportunities.

Applicants proposing RAPs in states with federally recognized State Apprenticeship Agencies (SAAs) must include the SAA as a required grant partner.

Note: Any grant funds used for apprenticeships may be used only to support RAPs registered under the National Apprenticeship Act. For more information on RAPs, please visit <http://www.apprenticeship.gov>.

Pre-Apprenticeship Programs

For the purposes of this FOA, a pre-apprenticeship program is defined as a set of strategies designed to prepare individuals for entry into a RAP. Pre-apprenticeship programs differ from internships, job shadowing, externships, and co-ops that also offer individuals an opportunity to experience firsthand a profession or practice, but do not always engage in “real world” experiential learning. For the purposes of this FOA, pre-apprenticeship programs funded through this grant are allowable only when the pre-apprenticeships articulate to RAP(s) during the grant period of performance.

On-the-Job Training (OJT)

OJT, where a worker is trained in an occupation while working in that occupation, can bridge the divide between unemployment and employment by addressing the gap between an individual’s experience and what is required for a particular occupation. Individuals who participated in OJT in the past have demonstrated improved labor market attachment and enhanced job tenure, as illustrated by higher rates of job placement and retention, as well as higher earnings. [44] [45] [46] OJT also offers participants a “learn and earn” training option, allowing individuals to learn new skills while earning a regular paycheck. OJT is distinguished from other types of workplace training, including customized training, in several ways:

- Participants are hired by an employer and earn wages during training;
- OJT is based on an individualized training plan that reflects the results of an individual skills assessment and analysis of job requirements;
- Training is conducted in the workplace under the direction of one or more of the employer’s supervisory personnel; and
- The grantee reimburses the employer for the costs of the training, including the employer’s cost of the time the participant spent training during their work time.

OJT has specific requirements explained in Section IV.E. Funding Restrictions. Incumbent workers are not eligible to participate in OJT.

Incumbent Worker Training

Incumbent worker training is allowable to meet the needs of employers and workers who need training to upgrade their skills to remain competitive in the workforce and advance along a career ladder. Incumbent worker training includes either:

1. Training developed in collaboration with an employer partner with which the individual is employed; or
2. Training for individuals who are employed at the time of enrollment by a non-partner employer, but who need additional training or upskilling to improve their opportunities

for middle- and high-skilled jobs in the targeted H-1B industries or occupations.

Incumbent worker training is offered to provide existing workers with the skills to move into advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations related to renewable energy, transportation, and/or broadband. Applicants who work with employer partners to upskill their own workforce should develop incumbent worker training for these occupations in collaboration with the employers. This may also include customized cohort training to meet the needs of specific employers or groups of employers that have workers that require similar occupational skills training. As existing workers advance into higher-skilled positions via incumbent worker training, employers are encouraged to backfill those positions with unemployed and underemployed individuals, particularly those from historically marginalized and underserved communities, to ensure equity and opportunity in career pathways are part of the program design.

Under this FOA, it is the responsibility of the grantee or a designated grant partner to determine incumbent worker eligibility, and not the responsibility of the participating employer. Grantees or their designated grant partner must establish and document the eligibility of all participants, including incumbent worker participants.

Other Work-Based Learning Activities: Paid Work Experience and Paid Internships

Paid work experience is a planned and structured learning experience that takes place in a workplace for a limited period of time. For the purposes of this FOA, work experiences are required to be paid work experiences. The specific requirements of these paid work experience are detailed in Section IV.E. Funding Restrictions. Incumbent workers are not eligible to participate in paid work experience.

Paid work experience and paid internships are typically used to provide individuals exposure to the work environment of a particular occupation, but generally do not lead to recognized postsecondary credentials. For the purposes of this FOA, paid work experience or paid internships funded through this grant are allowable only when they lead to a recognized postsecondary credential or are supplemented with additional training leading to a recognized postsecondary credential or employment during the grant period of performance.

Paid internships provide a monitored or supervised work or service experience in a career field where the individual has intentional learning goals and reflects actively on what is learned throughout the experience. These learning goals can include academic learning, career development, and skill development. Internships are considered part of a structured program where the grantee establishes the criteria for determining who will participate in these programs and are set for a period of time that is generally limited in duration but may be flexible to allow interns to spend limited time in the classroom. Internships do not necessarily carry an offer of employment upon successful completion of the internship.

For the purposes of this FOA, internships are required to be paid internships. Under this FOA, paid internships have specific requirements, which are detailed in Section IV.E. Funding Restrictions.

Incumbent workers are not eligible to participate in paid internships.

Classroom, Competency-Based, Accelerated Learning, and Online Training Strategies

In addition to the types of work-based training previously listed, a variety of other types of training strategies may include, but are not limited to, classroom occupational training; distance learning; technology-based learning; or simulation training. All these strategies can be combined to accelerate credential attainment or program completion. Accelerated and competency-based training strategies can rapidly train participants efficiently and effectively for employment. They can include competency-based programs that give participants credit for skills they have already developed and allow participants to move through coursework based on mastery of skills or online programs that prepare individuals for jobs in advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations supporting renewable energy, transportation, and/or broadband infrastructure sectors. Accelerated learning strategies may include, but are not limited to, the following:

- **Competency-based education (CBE) and assessment.** CBE is an outcomes-oriented approach in which student mastery of learning outcomes is assessed and certified through observational methods, such as task performance, exams, demonstrations, or other direct measures of proficiency. Credentials are awarded based on the mastery of specific competencies as demonstrated through performance-based assessments.
- **Credit for prior learning (CPL) and prior learning assessments (PLA).** Often used interchangeably, these terms refer to a process that involves an evaluation of skills and knowledge acquired from prior coursework or outside the classroom (i.e., workplace) for the purpose of recognizing mastery against a given set of standards, competencies, or learning outcomes.
- **Integrated education and career-focused training programs that offer accelerated and contextualized remediation.** Contextualized remediation is instruction that embeds traditional academic content (e.g., reading, writing, mathematics) within technical coursework that is meaningful to students' daily lives and/or interests. This model often occurs in tandem with co-requisite or concurrent models of instruction, which involve simultaneous enrollment of students in remedial coursework and college-level coursework.
- **Stacked and latticed credentials.** These credentials can be earned in sequence and build upon previously learned content as individuals progress along a career pathway or up a career ladder. They allow individuals the ability to build a portfolio of credentials as they transition from learning to work or to different and potentially higher-paying jobs.

Other Activities

A wide range of activities may assist applicants in their efforts to establish new training models, expand existing programs, and offer employment and training services. Accordingly, applicants may propose to use grant funds to undertake additional activities designed to create an environment for employment and training opportunities, including, but not limited to, those listed in this section.

3. Supportive Service Strategies

Supportive services are those necessary to enable an individual to participate in and successfully complete education and training activities funded through this grant program and are a key component of successful worker-centered sector strategies. Examples of such services include, but are not limited to, childcare, dependent care, transportation, mental health counseling, books, academic fees, supplies, parking, printing, tutoring, licensing exam fees, professional dues, housing, and needs-related payments that are necessary to enable an individual to participate in education and training activities. Grantees may fund these services through various means, including providing the actual supportive service (e.g., childcare), providing participants with a voucher for the service (e.g., public transportation cards or tokens), or providing a stipend directly to the participant. ETA strongly encourages grantees to leverage partnerships with their local workforce boards and other programs for supportive services when a participant is eligible for human services, WIOA, or other programs, reserving grant funds for those participants who need support but are not eligible for other assistance. See Section IV.E.5.e. Use of Funds for Supportive Services.

A robust supportive services strategy is required as part of the proposed program design under the FOA. This means all grant projects must document in their project narrative, budget, and budget narrative that their application includes a supportive service needs assessment of all participants and procedures for the provision of supportive services for participants who need them. Up to 15 percent of grant funds may be used to provide supportive services for training participants, and supportive services may also be provided as a leveraged cost.

II. AWARD INFORMATION

A. AWARD TYPE AND AMOUNT

Funding will be provided in the form of a grant.

We expect the availability of approximately \$80 million to fund 15-25 grants for the first round of funding. The Department reserves the right to change these amounts depending on the quantity and quality of applications submitted.

ETA intends to commit up to 50 percent of the total available funding to projects that develop local/regional worker-centered sector strategy programs (Development Track). Individual grant amounts for this track will range from \$500,000 to \$2 million.

ETA intends to commit the remaining funds for projects focused on scaling effective worker-centered sector strategy programs (Scaling Track). Individual grant amounts for this track will range from \$2 million to \$5 million.

Applicants may only apply for and propose grant projects under one of the proposed tracks identified in this FOA; either the Development Track or Scaling Track but not both. **Applications that propose both training tracks will be considered nonresponsive and will not be scored.**

Requests for funding must be commensurate with the scope and scale of the project. Applicants must propose to train a specific number of participants based on the size of the award requested and other considerations, such as the population of the proposed service area; local labor market

information and demand for advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations related to renewable energy, transportation, and/or broadband infrastructure sectors; costs associated with providing the appropriate level of training to participants; credential requirements for employees in their service area; and the number of employers in the service area.

Awards made under this Announcement are subject to the availability of federal funds. Pending availability of funds, we intend to make approximately \$200,000,000 total available over the multiple competitive rounds of funding for this DOL Building Pathways to Infrastructure Jobs Grant Program. The same FOA will be used for each round. The second round will open on 3/15/24 and close on 6/14/24. Applications for each round should be prepared and submitted following the requirements and processes outlined in this FOA. 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.

Successful applicants who are awarded funding as a lead in the first round are not eligible to apply for the second round of funding as a lead applicant; however, they may be a required or optional partner in applications for the second round.

B. PERIOD OF PERFORMANCE

The period of performance is 60 months with an anticipated start date of 10/01/2023. This performance period includes all necessary implementation and start-up activities.

The Department expects that hiring appropriate grant project personnel (e.g., project director, etc.) and undertaking start-up activities will begin immediately, and that grantees will begin enrolling participants no later than nine months after the date of grant award. Start-up activities under both tracks may include promoting the DOL Building Pathways to Infrastructure Jobs Grant Program within the targeted service area, partnership building, development of memoranda of understanding, acquisition of supplies, equipment and/or contracts, hiring and training staff, developing or expanding training activities, outreach and recruitment of participants, providing training to participants, implementing a system for tracking and reporting performance outcome measures and tracking indicators, and providing any additional information required by ETA staff.

We strongly encourage applicants to develop their project work plans and timelines to account for this implementation phase accordingly. Grantees must fully expend grant funds during the period of performance. Therefore, applicants must carefully consider their ability to spend the level of funding requested during the allotted time while ensuring full transparency and accountability for all expenditures.

The Department does not anticipate period of performance extensions under this Announcement.

III. ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

As required by ACWIA, grants funded through this FOA will be awarded to partnerships of private and public sector entities. Grants will be awarded to the lead applicant of the DOL Building Pathways to Infrastructure Jobs Grant Program. The lead applicant will serve as the grantee and have overall fiscal and administrative responsibility for the grant. Eligible lead applicants must: (1) meet the definition of one of the seven types of eligible lead applicants described below; (2) establish a partnership that includes the four types of entities described as required partners below to form the DOL Building Pathways to Infrastructure Jobs Grant Program Partnership; and (3) function as coordinating intermediaries to sector strategy partners, supporting the assessment of skill needs and workforce trends and working with employers to increase infrastructure job opportunities at the local/regional, statewide, or national level. While an eligible lead applicant may represent one of the required partners, it is expected that applicants demonstrate quality representation from each type of required partner. Therefore, an entity cannot serve as more than one type of required partner in the DOL Building Pathways to Infrastructure Jobs Grant Program for the purpose of meeting FOA requirements.

Eligible Lead Applicants

For the purposes of this FOA, the following seven types of entities qualify as eligible lead applicants:

- **National or Community-based Nonprofit Organizations** targeting advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations related to renewable energy, transportation, and/or broadband infrastructure sectors, including nonprofit trade, industry, or employer professional associations and advocacy groups representing the identified industries and sectors;
- **Labor Unions, Labor-Management Organizations, and Worker Organizations** that represent workers in advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations related that provide training programs included on the State's Eligible Training Provider List under WIOA;
- **Education/Training Provider(s):** Public or private nonprofit education and training providers, including institutions of higher education as defined in Section 101(a) of the Higher Education Act of 1965 (20 U.S.C. 1001); HBCUs, TCUs, and MSIs including PBIs, HSIs, NANTIs, ANNHIs, and AANAPISIs; community and technical colleges and systems; nonprofit and community-based organizations that offer job training, including that provide training programs included on the State's Eligible Training Provider List under WIOA;
- **Workforce Development Entities** involved in administering the public workforce system established under WIOA, including State and Local Workforce Development Boards (WDBs) and Indian and Native American Program entities eligible for funding under WIOA Section 166 (29 U.S.C. 3221);
- **Economic Development Agencies**, including the District Organization of an EDA-designated Economic Development District (EDD);
- **Native American Tribal Governments** (Federally recognized) which are defined as the recognized governing bodies of any Indian or Alaska Native tribe, band, nation, pueblo, village, community, component band, or component reservation, individually identified (including parenthetically) in the list published most recently as of the date of enactment

of this paragraph pursuant to section 104 of the Federally Recognized Indian Tribe List Act of 1994 (25 U.S.C. 5131); and

- **State, County, and Local Governments**, including cities and townships, and State Workforce Agencies (State government agencies that receives funds pursuant to the Wagner-Peyser Act (29 U.S.C. 49 et seq.) to administer the State’s public labor exchange activities or the lead state agency responsible for the administration of WIOA title I activities).

2. Role of Lead Applicant

Lead applicants must identify their institution type in Section 9 of the SF-424 Application for Federal Assistance.

Please note that all elements of 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) apply to any entity that carries out a federal award as a recipient or subrecipient, including for-profit organizations. This includes the monitoring and examination of their records. In addition, the entity may not earn or keep any profit resulting from federal financial assistance.

In the required Abstract (see Section IV.B.4. Attachments to the Project Narrative), you must clearly identify the lead applicant and each member of the partnership. The lead applicant will serve as the grantee, must be the organization specified in Section 8 of the SF-424 Application Form, and will be: (1) the point of contact with the Department to receive and respond to all inquiries or communications under this FOA and any subsequent grant award; (2) the entity with authority to withdraw or draw down funds through the Department of Health and Human Services - Payment Management System (HHS-PMS); (3) the entity responsible for submitting to the Department all deliverables under the grant, including all programmatic, technical and financial reports related to the project, regardless of which partnership member performed the work; (4) the entity that may request or agree to a revision or amendment of the grant agreement or statement of work; (5) the entity with overall responsibility for carrying out the programmatic functions of the grant, as well as for the stewardship of all expenditures under the grant; (6) the entity responsible for coordinating with the national evaluator, including participating in an evaluation and other studies, if selected by DOL; and (7) the entity responsible for working with DOL to close out the grant.

It is the expectation of the Department that the lead applicant has the organizational capacity to carry out the programmatic functions of the grant, and the Department strongly discourages applications that result in “pass-through” grants (i.e., where the lead applicant sub-awards the majority of grant funds and operational activities to one or several subrecipients). See Section IV.E. Funding Restrictions regarding limitations on subrecipient awards.

3. Worker-Centered Sector Partnerships

The DOL Building Pathways to Infrastructure Jobs Grant Program requires applicants to develop or scale strong sector-based partnerships of public and private entities utilizing a worker-centered sector strategy model that is responsive to the emerging and staggered skilled workforce needs of the infrastructure sector over time. Applicants will secure commitments for sustained employer

involvement in various aspects of program design and delivery, including defining program goals and activities; identifying career pathways; informing training design; identifying necessary skills and competencies for targeted occupations; providing resources to support training; and, importantly, committing to hire, promote, and/or retain qualified program participants completing the training.

Applicants must demonstrate strong engagement of the partnership leaders necessary to develop comprehensive workforce strategies and training programs that address workforce needs. The approach must also lend itself to replication in other areas at the local/regional, statewide, or national level, while maximizing sustainability after the DOL Building Pathways to Infrastructure Jobs Grant Program ends. To demonstrate the active involvement of the required partnership entities, applicants must provide signed documentation of commitments—such as signed letters of commitment, memoranda of understanding, a partnership agreement, or other types of signed agreements—that demonstrate the commitment of each partner. An email or other form of written commitment is also acceptable. Applicants will be scored based on the inclusion of this documentation, as well as the level and quality of involvement in the project as outlined in Section IV.B.3. Project Narrative. Additionally, applicants should consider including additional optional partners that support the goals of this sector partnership.

Required Partners

For this FOA, we encourage applicants to forge robust partnerships to implement the grant and to sustain activities beyond the grant period of performance. The required partners for the DOL Building Pathways to Infrastructure Jobs Grant Program are employer partners, education and training providers, workforce development entities, and worker organizations, labor-management organizations, or labor unions.

Required grant partners must include:

- **Employer Partners:**

Development Track:

A representative group of, and no less than two (2), employer partners who are committed to providing hiring opportunities for participants trained through the grant. An applicant may meet this employer partnership requirement by partnering with an industry/trade association that represents at least two (2) employers in the service area who are committed to providing hiring opportunities for participants trained through the grant. An industry/trade association, also known as an industry trade group, business association, sector association, or industry body, is an organization founded and funded by businesses that operate in a specific industry. The Department strongly encourages partnerships with Minority Business Enterprises, Minority-Owned Businesses, Woman-Owned Businesses, Veteran-Owned Businesses, businesses owned by people with disabilities, and small businesses.

Scaling Track:

A representative group of, and no less than four (4), employer partners who are committed to providing hiring opportunities for participants trained through the grant and who support the employment needs of the skilled workforce being created in those

service areas. An applicant may meet this employer partnership requirement by partnering with one or more industry/trade associations that represent multiple employers who are committed to hiring opportunities for participants trained through the grant and operate in the identified service areas. An industry/trade association, also known as an industry trade group, business association, sector association, or industry body, is an organization founded and funded by businesses that operate in a specific industry. The Department strongly encourages partnerships with Minority Business Enterprises, Minority-Owned Businesses, Woman-Owned Businesses, Veteran-Owned Businesses, businesses owned by people with disabilities, and small businesses.

- **Education/Training Provider(s):** One or more public or private nonprofit education and training providers, including institutions of higher education as defined in Section 101(a) of the Higher Education Act of 1965 (20 U.S.C. 1001); HBCUs, TCUs, and MSIs including PBIs, HSIs, NANTIs, ANNHIs, and AANAPISIs; community and technical colleges and systems; nonprofit and community-based organizations that offer job training, including those organizations that provide training programs included on the State's Eligible Training Provider List under WIOA.
- **Workforce Development Entities:** Entities involved in administering the public workforce system established under WIOA, including State and Local WDBs and Indian and Native American Program entities eligible for funding under WIOA Section 166 (29 U.S.C. 3221). These organizations have expertise in workforce development and may provide leadership in implementing the following types of activities: (1) understanding and analyzing the need for education and training in the local area, including identifying targeted advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations supporting renewable energy, transportation or broadband industry sector strategies; addressing hiring needs, identifying target populations, and providing relevant sources of data, including labor market information and other tools or reports; (2) assessing potential participants for the grant program; (3) identifying and referring candidates for education and training in the grant program; (4) providing additional supportive services; (5) connecting and placing participants with employers that have job openings; and (6) collecting, tracking, and reporting participant data to ETA.
- **Worker Organizations, Labor-Management Organizations, or Labor Unions:** Entities such as worker organizations, labor unions, and labor-management organizations representing workers, or target populations of workers in advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations supporting renewable energy, transportation, and/or broadband infrastructure sectors. Outside of a union, this could include worker associations, coalitions, alliances, guilds, or another similar worker advocacy group that is not considered a formal union. These entities may identify necessary skills and competencies, provide related skills-based training in collaboration with the required education/training provider, work with employer and education partners to develop new or modifying existing curricula, advise on recruitment, retention, and advancement strategies within an employer or industry, communicate with current and potential workers within the sector, act as mentors and on-the-job trainers to new workers, and may also provide supportive services.
 - To aid in identifying related unions within the target service area(s), applicants can use the Department of Labor's Office of Labor-Management Standards'

(OLMS) *Union Search* Tool, by which you can search on union type, city, state, zip code, and other criteria to identify labor unions for outreach and partnership. The tool can be found at <https://olmsapps.dol.gov/query/getOrgQry.do>.

- Applicants proposing service areas where there may not be such organizations actively operating, such as in some smaller or rural communities, will be required to document this. In lieu of the letter of commitment or related documentation, such applicants must use the OLMS *Union Search* Tool to verify the lack of union presence by providing the search records as an attachment. They should also describe any additional efforts or research conducted to identify any viable worker organizations in the area. Where none are demonstrated, the applicant must describe how they will ensure active worker voice and collaboration within the sector strategy partnership through identification of specific commitments and requirements for worker representation and engagement in all aspects of the training model.
- **State Apprenticeship Agencies (SAAs):** Applicants proposing Registered Apprenticeship Programs in states with federally recognized State Apprenticeship Agencies (SAAs) must include the SAA as a required grant partner. **(Required only if applicant is proposing to provide RAP training.)**

Optional Partners

We strongly encourage applicants to collaborate with other partners that can support and advance the work of proposed training programs. These include nonprofit organizations specializing in advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations that support renewable energy, transportation and/or broadband; State agencies with the responsibility for transportation, infrastructure, the environment, and energy; foundations and philanthropic organizations; agencies administering other relevant federal funding such as the Departments of Education, Commerce, Energy, and Transportation, the Environmental Protection Agency, and the National Science Foundation; economic development agencies; community-based organizations that represent and serve marginalized and underrepresented populations, such as workers with disabilities, justice-impacted individuals, and people of color; and organizations that aid newly arriving immigrant, refugee, asylee and Special Immigrant Visa (SIV) populations.

B. COST SHARING OR MATCHING

This program requires cost sharing or matching funds.

The DOL Building Pathways to Infrastructure Jobs Grant Program has different and distinct cost sharing and matching requirements for each track. The Development Track grants are not required to provide matching funds. The intent of this track is to encourage the development of sector strategy models in less resourced communities that do not yet have established sector partnerships. Based on the small size of these initial grant investments and the focus on partnership development, applicants for the Development Track are strongly encouraged to leverage any funds that they are able to provide beyond the federal grant funds but are not required to provide match. The Scaling Track grants are intended to grow and expand existing effective models and partnerships. These grants are much larger in size and anticipated impact

and therefore, it is required that applicants for the Scaling Track provide matching funds to the federal share to support sustainability and strong investment of the partnerships. Given the intent and scope of the FOA, applicants under both tracks are also encouraged to leverage other Federal BIL funding, as well as other federal funds from sources such as the CARES Act and American Rescue Plan, as part of their strategic planning for these grants.

Development Track: Developing Local/Regional Worker-Centered Sector Strategy Programs

The Department highly encourages Development Track applicants to contribute at least 15 percent of the total amount of requested funds as **leveraged funds** to support the grant project. This is to ensure that Development Track applicants leverage additional resources to increase stakeholder investment in the project to broaden the impact of the project itself and to support pathways to program sustainability after the grant period of performance ends.

Applicants proposing grant projects under this Development Track are encouraged to leverage and braid public and private financial and in-kind resources to ensure that resources are sufficient to meet the service and training needs of all participants served and to establish connections and resource sharing that will be sustained beyond the grant program. Applicants must count and document as leveraged resources any cash or in-kind commitments.

Leveraged resources can come from a variety of sources, including, but not limited to, businesses, industry associations, labor organizations, community-based organizations, education and training providers, and/or federal, state, and local government programs. Grantees should make participants aware of other federally funded workforce training resources from across the government, including training funded by the Departments of Transportation, Commerce, Veterans Affairs, and Education, as well as employment supports funded by the Supplemental Nutrition Assistance Program, in an attempt to complement those efforts and increase coordination that is sustained beyond the grant period. As another measure to leverage these resources, applicants will also be required to pursue co-enrollment for eligible participant services across federally funded programs, where participants can benefit from other services.

Scaling Track: Scaling Effective Worker-Centered Sector Strategy Programs

The Department requires Scaling Track applicants to contribute 15 percent of the total requested funds to support the grant project as **matching funds**. This is to ensure that Scaling Track applicants – who are building on existing evidence-informed, worker-centered sector strategies – bring additional resources to augment proposed program activities, increase stakeholder investment in the project, broaden the impact of the project itself, and encourage program sustainability after the grant period of performance ends.

Such funds may be in the form of cash or in-kind contributions and must be 15 percent of the total requested funds to support the grant project. Any resources contributed to the project in addition to cost sharing or matching funds will be considered leveraged resources. Section IV.B.2. Project Budget provides more information on leveraged resources.

To be allowable as part of match, an expenditure must be an allowable charge for Federal grant funds and considered necessary and reasonable to accomplish the project or program objectives.

DOL will make determinations of allowable costs in accordance with the applicable Federal Cost Principles as indicated in Section IV.E. Funding Restrictions.

In addition to the requirements related to match in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards: Final Rule at 2 CFR Part 200, 2 CFR 2900.8 states that: “In addition to the guidance set forth in 2 CFR 200.306(b) for Federal awards from the Department of Labor, the non-Federal entity accounts for funds used for cost sharing or match within their accounting systems as the funds are expended.” It is not sufficient or adequate to receive and report monies as match; the monies must be expended on the program in order for it to be counted as match. Expenditures of match funds must be reported on the recipient share section of the ETA-9130 Form.

Additionally, in accordance with 2 CFR 200.306, the match amount must be: verifiable from the non-Federal entity’s records, not included as contributions for any other Federal award, necessary and reasonable for the accomplishment of project or program objectives, and not provided by the Federal government under another Federal award.

DOL encourages applicants to also leverage additional resources beyond the required match to supplement grant activities. Applicants must count and document as leveraged resources any cash or in-kind commitments beyond 15 percent of the grant award amount required as matching funds.

Both matching and leveraged resources can come from a variety of sources, including, but not limited to the private sector (e.g., businesses or industry associations); the investor community (e.g., angel networks or economic development entities); the philanthropic community (e.g., foundations); and the non-profit sector (e.g., community organizations, faith-based organizations, or education and training institutions). Non-Federal, public-sector funds (e.g., from States or local governments) may be used for matching funds, if necessary.

For the purposes of the grant application, the match explanation in the budget narrative must contain:

- Total dollar value of commitment, per year of grant and full period of performance;
- The source of match funds;
- A list of each of the partner organizations and the amount of match from each partner, particularly any employer partners that are providing match; and
- Calculations showing how the total dollar value was derived.
- For match based on participants served, the calculation should be: ___ participants enrolled x ___ cost of training/class/session per participant per year x ___ years of the commitment = total commitment
 - Example: XYZ Community College is committing 10 slots per year in a computer programming class. The match explanation must read: 10 slots x \$500 per slot x 2 years = \$10,000
- For match based on staff time, the calculation should be: ___ hours per year (or percentage of FTE) x ___ hourly rate (or annual salary) x ___ years of commitment = total commitment

- Example: Applicant is committing Executive Director for 20 percent of the FTE over the life of the grant. The match explanation letter must read: 20 percent x \$75,000 per year x 3 years = \$45,000
- For match based on a set resource, the calculation should be: ___ monthly rate x ___ months per year x ___ years of commitment = total commitment
 - Example: ABC Organization is committing office space for the program. The match explanation letter must read: 800 square feet x \$2.00/sq. ft. x 12 months x 3 years = \$57,600.
- Please see 2 CFR 200.306 for additional information on how to calculate the contribution of services and property.

The valuation process of in-kind match includes determining the fair market value of an expenditure at the time of donation, appraising donated space and buildings, and determining the value of personnel services. The value of personnel services will depend, in part, on the staff person's role on the grant relative to their role in the overall organization. Calculations must be clear and able to be replicated by reviewers.

During the period of performance, the grantee must meet the supporting documentation requirements of matching as specified in 2 CFR 200.306. DOL recognizes the match at the time it is expended, as specified in 2 CFR 2900.8, and not when it is earned or received. Additionally, the grant recipient must apply the same supporting documentation requirement to tracking match expenditures as it would to grant expenditures.

Fulfilling the Match Requirement

Applicants are expected to fulfill the match amount specified on the SF-424 during the grant period of performance. If the match amount specified is not met or if a portion of the matching funds are found to be unallowable costs, the grantee will be required to repay those unmet funds to DOL.

Reporting Match and Leveraged Resources

DOL grantees must track and report both match and leveraged resources quarterly on the ETA Form 9130. The ETA Form 9130 may be found at http://www.doleta.gov/grants/financial_reporting.cfm.

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. <i>(We will attempt to open the document but will not take any additional measures in the event of problems with opening.)</i>	Section IV.C.2	
Application reflects only one training track: 1) <i>Development Track</i> ; or 2) <i>Scaling Track</i> .	Section I.A.1	
Application federal funds request: 1) <i>Development Track</i> : \$500,000 to \$2 million; or 2) <i>Scaling Track</i> : \$2,000,000 to \$5,000,000	Section II.A	
SAM Registration	Section IV.B.1	
SF-424, Application for Federal Assistance	Section IV.B.1	
SF-424 includes a Unique Entity ID (UEI)	Section IV.B.1	
SF-424 lists the cost sharing or match amount on line 18b. (Scaling Track applicants only)	Section IV.B.2	
SF-424A, Budget Information Form	Section IV.B.2	
Budget Narrative	Section IV.B.2	
Project Narrative	Section IV.B.3	
Abstract	Section IV.B.4	

2. Number of Applications Applicants May Submit for Each Round of Funding

We will consider only one application from each organization applying as lead applicant. If we receive multiple applications from the same lead applicant organization for the same application

funding round, we will consider only the most recently received application that met the deadline for that round. If the most recent application is disqualified for any reason, we will not replace it with an earlier application. An organization that applies as a lead applicant may not be included as a partner on other applications in the same round of funding. If awarded a grant as the lead applicant in the first round, the grantee may not apply as the lead applicant in the second round of funding but may be included as a required or optional partner to the lead applicant for the second round.

3. Eligible Participants

The intent of this FOA is to fund projects that provide in-demand education/training services to individuals who will gain the skills and competencies required to enter middle- and high-skilled H-1B occupations in advanced manufacturing; information technology; and professional, scientific, and technical services occupations that support renewable energy, transportation, and broadband infrastructure sectors, or occupations along those career pathways.

This grant program will train participants whose employment status, when determined eligible for the program, is unemployed, underemployed, or an incumbent worker. A participant is any individual who is determined eligible for and receives a grant-funded service beyond a determination of eligibility.

For the purposes of this FOA, the following definitions apply:

- **Unemployed workers:** An unemployed worker is an individual who is without a job and is available to work.
- **Underemployed workers:** This term refers to individuals who are not currently connected to a full-time job commensurate with the individual's level of education, skills, or wage and/or salary earned previously, or who have obtained only episodic, short-term, or part-time employment.
- **Incumbent workers:** This term refers to individuals already employed, either with an employer partner or another employer, at program enrollment, but who need training to upgrade their skills to secure full-time employment, advance in their careers, or retain their current positions in H-1B occupations and industries. The training provided to incumbent workers is either 1) developed in collaboration with an employer partner with which the individual is employed, or 2) for individuals who are employed at the time of enrollment by a non-partner employer, but who need additional skill training to improve their opportunities for middle- and high-skilled jobs in the target H-1B industries or occupations.

For the purposes of this FOA, establishing and documenting incumbent worker eligibility is the responsibility of the grantee or a designated grant partner and not of the participating employer. Grantees or their designated grant partner must establish and document the eligibility of all incumbent worker participants and maintain the necessary records to support grant monitoring.

All participants must be at least 17 years of age and not currently enrolled in secondary school within a local educational agency. Training must result in advancement of an individual's skills along a career pathway into middle- and high-skilled advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations related to

renewable energy, transportation, and/or broadband infrastructure sectors.

Within these eligible participant categories (unemployed, underemployed, and incumbent workers), applicants may specifically target historically marginalized and underrepresented populations within their service areas and within these infrastructure occupations, including women, people of color, justice-impacted individuals, individuals with disabilities, veterans, military spouses, transitioning service members, and other populations with employment barriers that hinder movement into middle- to high-skilled advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations related to renewable energy, transportation, and/or broadband infrastructure sectors.

Veterans' Priority for Participants

38 U.S.C. 4215 requires grantees to provide priority of service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by DOL. The regulations implementing this priority of service are at 20 CFR Part 1010. In circumstances where a grant recipient must choose between two qualified candidates for a service, one of whom is a veteran or eligible spouse, the veterans' priority of service provisions require that the grant recipient give the veteran or eligible spouse priority of service by first providing him or her that service. To obtain priority of service, a veteran or spouse must meet the program's eligibility requirements. Grantees must comply with DOL guidance on veterans' priority. ETA's Training and Employment Guidance Letter (TEGL) No. 10-09 (issued November 10, 2009) provides guidance on implementing priority of service for veterans and eligible spouses in all qualified job training programs funded in whole or in part by DOL. TEGL No. 10-09 is available at <https://www.dol.gov/agencies/eta/advisories/training-and-employment-guidance-letter-no-10-09>.

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 organization’s legal name on the SF-424 should match its name registered in the System for Award Management at www.sam.gov.
- 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.

a. Requirement for Unique Entity Identifier

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

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

- Grant recipients must notify potential subawardees that no entity may receive a subaward unless the entity has provided its UEI.
- Grant recipients may not make a subaward to an entity unless the entity has provided its UEI.

(See Appendix A to 2 CFR Part 25.)

b. Requirement for Registration with SAM

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

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

is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

2. Project Budget

You must complete the SF-424A Budget Information Form (available at <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. It must also include a section on the required match with a complete description of projected match, the source and how it will be spent on the project. 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 and associated match. 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.

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

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

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

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

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

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

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

Contractual: Under the Contractual line item, delineate contracts and subawards separately. Contracts are defined according to 2 CFR Part 200.1 as a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or

program under a federal award. A subaward, defined by 2 CFR Part 200.1 means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal program.

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

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

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

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

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

or

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

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

- **Modified Total Direct Cost (MTDC) Definition:** To avoid a serious inequity in the distribution of indirect costs, DOL defines MTDC as all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward or subcontract (regardless of the period of performance of the subawards or subcontracts under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward or subcontract in excess of \$25,000.
 - You will also note that participant support costs are not included in modified total direct costs. Participant support costs are defined below.

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

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

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

Applicants must also show cost sharing or match on the SF-424 (line 18b), SF-424A, and Budget Narrative.

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.

NOTE: Full points will not be given for simply repeating the requirements stated below or elsewhere in the Announcement. For example, if the applicant is asked, “Describe in detail how strategies to expand diversity, equity, inclusion and access to recruit participants will be implemented,” applications will not score the full points (and zero points may be received) for simply stating, “We will implement strategies to expand diversity, equity, inclusion, and access in our participant recruitment.” To receive full points, the applicant must describe, in their own words, the process or procedures their institution will use and what evidence is available to show those processes are effective for meeting the stated requirement.

a. Statement of Need (Up to 10 Points)

Applicants must propose grant projects to address **one** of the following infrastructure tracks:

- 1) **Development Track:** Developing and implementing a local/regional worker-centered sector strategy program; or
- 2) **Scaling Track:** Scaling an effective worker-centered sector strategy program.

Projects which propose training for both tracks will be considered nonresponsive. Scoring under this criterion will be based on the extent to which the discussion of the following factors is clear, logical, and contains an accurate description of labor market data. All data sources must include citations that provide information that enables the identification and verification of data.

i. Identification of and Justification for Proposed Sector(s) and Infrastructure Track (6 Points)

- Clearly identify the infrastructure track that the proposed project will address (either the Development Track or the Scaling Track) and describe how worker voice was or will be incorporated in the design and development of the grant project. Applicants for the Scaling Track must also ensure they provide the required attachment(s) described in Section IV.B.4.(a)(11) to receive full points for this sub-criterion. Identify and describe the proposed service area of the project that aligns with the appropriate geographic scope of the track selected and explain the rationale for the proposed service area of the project. (2 points)
- Describe the target population to be served and the correlation between the target population and the proposed service area and its impact on underrepresented populations and underserved communities, including how it will add diversity, equity, inclusion, and accessibility to the representation in these occupations (such as for women, people with disabilities, people of color, and justice-impacted individuals). Applicants must provide evidence of need in the proposed service area(s). (2 points)
- Clearly identify the proposed infrastructure sector(s) (renewable energy, transportation, and/or broadband) that the project will address. Provide justification for why that sector(s) is an appropriate selection for the proposed service area based on labor market information, and other applicable factors. Include in the justification the current state of career pathways in the sector(s) within the proposed service area; and what changes and improvements will be made to these sector programs as a result of development or scaling efforts by the end of the grant period of performance. (2 points)

ii. Occupational Need (4 Points)

- Applicants must clearly identify occupations along career pathways leading to middle- to high-skilled H-1B occupation(s) in the advanced manufacturing; information technology; and/or professional, scientific, and technical services sectors that support renewable energy, transportation, or broadband from the list in Appendix A. If a proposed occupation is not an H-1B industry listed in Appendix A, the application must provide data showing that the occupation is in-demand in the proposed service area, on a career pathway to a middle- to high-skilled occupation related to renewable energy, transportation and/or broadband; and is one for which a significant number of H-1B visas have been certified. Applicants must use verifiable data to make this demonstration, such as data provided by DOL's Foreign Labor Certification Data Center. (2 points)
- Provide a detailed and convincingly supported description of the current and future projected demand stemming from recent federal infrastructure laws for employment in the occupations proposed, including how the demand coincides with the development and scaling requirements for this grant program. Applicants must also describe how the occupations selected will increase the pipeline of skilled workers in high-quality jobs to support renewable energy, transportation, or broadband. Applicants must cite the source for the projected demand, such as Bureau of Labor Statistics or other DOL sources, state workforce agency sources, employers, or other labor market information provided by employers or other reliable/credible knowledgeable parties. Applicants must provide strong evidence, with citations, that identifies the average current wages and benefits offered for the selected occupation(s) based on local/regional, statewide, or national labor market data in the proposed service area. Labor market data is available through a number of sources, including the Bureau of Labor Statistics [Occupational Employment and Wage Statistics](https://www.bls.gov/oes/current/oesrcma.htm) (<https://www.bls.gov/oes/current/oesrcma.htm>) and State Workforce Agencies, or other verifiable data. (2 points)

b. Expected Outcomes and Outputs (Up to 16 Points)

i. Performance Outcome Measures and Tracking Indicators (6 Points)

Applicants are expected to provide targets for the following outcome measures and tracking indicators:

Tracking Indicator

Applicants are required to provide targets for the following two tracking indicators; however, this data will not be treated as an outcome measure for performance purpose

1. Total number of participants served;
2. Total number of participants who began receiving education/job training activities;

Performance Outcome Measures

1. Total number of participants who completed education/job training program activities;
2. Total number of participants who completed education/job training program activities and obtained a credential;
3. Total number of unemployed and underemployed participants who completed education/job training program activities and entered unsubsidized employment; and

4. Total number of incumbent worker participants who completed education/job training program activities and advanced into a new position.

Applicants must provide one performance table that contains the two tracking indicators and four performance outcome measures. The table must clearly identify the four performance outcome measures and two tracking indicators (listed above) and the total end-of-grant numerical targets that will result from the project. (See Appendix B for a sample format).

In formulating numerical targets, applicants should factor in that their project design must address the full purpose of the FOA within the 60-month period of performance (see Section II.B). Applicants should also consider factors of their proposed project design, such as the track selected and geographic scope; recruitment and outreach activities; employment status at entry of the participants targeted; training type and length of training offered; and other factors relevant to the achievement of each of the targets for performance outcome measures and tracking indicators.

The performance table must be submitted as a separate attachment and does not count against the page limit of the Project Narrative (see Section IV.B.4. Attachments to the Project Narrative, as well as Appendix B. Suggested Performance Outcome Measures and Tracking Indicators Table). Failure to provide a Performance Outcome Measures and Tracking Indicators Table as an attachment will result in zero points awarded for this rating factor.

In addition, after award, all successful applicants will also submit annual targets for the four performance outcome measures and two tracking indicators that sum to the total end-of-grant targets submitted for each. The Department uses these annual targets to assess the performance trajectory and provide technical assistance support to help grantees stay on track to meet their total end-of-grant performance outcome measure targets.

While applicants are required to propose targets for the performance outcome measures and tracking indicators identified above, which are specific to this FOA, the following WIOA indicators will also be tracked for all awarded grants:

- Employment Rate – 2nd Quarter After Exit
- Employment Rate – 4th Quarter After Exit
- Median Earnings – 2nd Quarter After Exit
- Credential Attainment
- Measurable Skill Gains

Applicants are not required to provide targets for these WIOA indicators.

ii. Feasibility of Proposed Targets for Performance Outcome Measures and Tracking Indicators (8 Points)

- Provide a thorough explanation of how the numerical targets for the four performance outcome measures and two tracking indicators are feasible and appropriate for the design of the program—specifically, detail how the targets were derived and how the targets fit into the overall timeline of grant implementation. (8 points)

iii. System or Process for Tracking, Collecting, and Reporting Participant Data (2 Points)

- Provide specific details about the procedures already in place for collecting the performance outcome measures, tracking indicators, and other participant data such as demographic information, training provided, and other information as described in Section I.E.1. Program Design, including which information is already captured through the processes currently being used, and describe staffing, technology, computer applications, and other resources already available to accomplish this task. Identify and explain any gaps between the information that is already collected and the specific information for which reporting is required, and how these gaps will be bridged. Provide a specific plan for staffing, technology, partnerships, computer application purchases, or other resources that the applicant plans to procure to meet this requirement.
- As described in Section I.E.2., grantees or their designated grant partner must establish and document the eligibility of all participants, including incumbent workers, and maintain the necessary records to support grant monitoring. For applicants proposing to serve incumbent workers, describe how incumbent worker eligibility will be determined by the grantee or a designated grant partner, and not the participating employer. (2 points)

c. Project Design (Up to 54 Points)

Applicants must clearly and thoroughly identify the proposed methods that the project will use to assist individuals in participating and successfully completing grant training using a worker-centered sector strategy model that is responsive to local and regional demand and incorporates the three core principles described in Section I.A.2. In each criterion below, applicants must describe their rationale for taking the proposed approach over others, identify any potential barriers, and describe how the project will overcome those barriers.

i. Worker-Centered Sector Strategies (18 points)

Scoring for this criterion is based on the description of the worker-centered sector partnership model and how all required and optional partners will respond to the infrastructure-related workforce challenges by addressing the employers' and workers' needs.

- Provide a comprehensive description of the worker-centered sector partnership, including identifying all required partners (employers, education and training providers, workforce development entities, and worker organizations, labor-management organizations, or labor unions), and other optional partners as identified in Section III.A.3. Applicants must describe partner roles and thoroughly and convincingly explain how each partner will support the development of the program design, project implementation, training activities that support the applicant's proposed training track, and other allowable activities and services specified in Section I.E. (4 points)
- Clearly describe the process and system for how the applicant will develop and operationalize the worker-centered sector partnership, including but not limited to, ongoing communication, sharing of information, ensuring consistent policies across all grant partners, and evaluating partnership performance, in ways that respond to worker and employer needs, and that lead to career advancement opportunities for participants, especially participants in underserved communities. (4 points)

- Describe the sustainability plan to continue, replicate, and advance successful DOL Building Pathways to Infrastructure Jobs Grant Program design elements while maximizing program continuity after the grant period of performance. (4 points)
- Document the active roles of all required and optional partners. This includes a clear and thorough description of the capacity and role of all partners involved in providing outreach and recruitment services, training activities, employment assistance, supportive services, and other relevant activities, such as the commitments of employer partners to interview and consider hiring program participants. This description must be consistent with the required letters of commitment, partnership agreements, memoranda of understanding, or other documentation (as described in Section IV.B.4. Attachments to the Project Narrative). (6 points)

ii. **Core Principles of Worker-Centered Sector Strategies (30 Points)**

Scoring under this criterion is based on how the proposed project fully integrates the components of the three core principles of worker-centered sector strategies described below into the program design of the training track selected, which are: 1) Strategies for Ensuring Diversity, Equity, Inclusion, and Accessibility and Prioritizing Recruitment, Training and Retention of a Local Workforce; 2) Career Pathways; and 3) Approaches for Increasing Job Quality.

- **Core Principle #1: Strategies for Ensuring Diversity, Equity, Inclusion and Accessibility, and Accessibility and Prioritizing Recruitment, Training and Retention of a Local Workforce (10 Points)** Scoring for this criterion will be based on a clear and comprehensive description of a strategy that demonstrates how the project design supports the attraction, retention, and advancement of historically marginalized and underrepresented populations in the targeted sectors within the proposed service area(s).
 - Provide a comprehensive description of an effective outreach, recruitment, and enrollment strategy for engaging the target population(s) to recruit the requisite number of participants. The description must include a strategy for outreach to and recruitment and enrollment of individuals from historically marginalized, underrepresented and underserved communities, and may include co-enrollment of participants from programs such as, but not limited to, WIOA Title I programs, ETA's Reentry Employment Opportunities (REO) programs, or ETA's Indian and Native American Program, where feasible. Describe how this outreach and recruitment strategy will include workers from underserved and underrepresented populations in the service area(s) where the targeted infrastructure project is located. (4 points)
 - Identify equity gaps in retention and program completion of participants from underserved communities in existing training programs in the selected training track and the strategies that will be used to address the specified equity gaps. For each strategy, provide evidence with citations that the strategy will address the identified gaps and indicate whether it is anticipated to effect change at an individual, program, and/or systems level. Explain how the strategies will align with the selected training track and describe how required and optional partners

- identified will be involved in strategy implementation. See Appendix E for the definition of an equity gap. (2 points)
- Identify equity gaps in employment of participants from underserved communities in the selected training track and the strategies that will be used to address the specified equity gaps. Describe the correlation between the equity issues and the strategies needed to address them. Provide a thorough and detailed explanation/justification for how and why these strategies are adequate to significantly narrow or close the identified gaps. Explain how required and optional partners identified will be involved in strategy implementation. See Appendix E for the definition of an equity gap. (2 points)
 - Applicants must demonstrate that they have partnerships with organizations that serve underrepresented and marginalized communities as either required and/or optional partners. These may include, but are not limited to, national or community-based nonprofit organizations that serve underrepresented and marginalized communities; employer partners such as Minority Business Enterprises, Minority-Owned Businesses, Woman-Owned Businesses, Veteran-Owned Businesses, businesses owned by people with disabilities, and small businesses; or education and training partners, such as HBCUs, TCUs and MSIs including PBIs, HSIs, NANTIs, ANNHIs, and AANAPISIs. Applicants must demonstrate these partnerships through signed and dated Letters of Commitment or Memoranda of Understanding between the applicant and partner organizations. (2 points)
- **Core Principle #2: Career Pathways (12 Points)** Scoring for this core principle will be based on a clear description of the tools, methods, resources, training, and best practices that will be used to provide high-quality, comprehensive, competency-based training along a career pathway in the targeted sectors(s) and occupation(s) to address the demand for infrastructure-related jobs within the proposed service area.
 - Clearly identify the training strategy(ies) that will be deployed to train participants enrolled in the Development or Scaling Track, as described in Section I.E. Program Design and Allowable Activities, including a narrative description of the program's educational structure, such as course description, curriculum design, and credentials and/or certificates awarded upon completion. (2 points)
 - Identify and explain any gaps in the support needed to mitigate the challenges of recruiting and retaining participants and provide an explanation on how grant partners will address and fill those gaps. (2 points)
 - Describe the strategy that will be used to assess all program participants for the supportive services needed to successfully remain in and complete grant training. Demonstrate a clear plan that details what resources and services will be offered by the project and how they will be distributed to bridge the gaps for participants in need to complete grant training and obtain employment. Additionally, describe the plan to connect eligible program participants with resources and services available in the proposed service area to assist them in transitioning to and maintaining employment after completing training. (2 points)

- Describe the strategy for how the project will leverage BIL and other resources, when available, to create more equitable career pathways to good jobs in the targeted industry sector(s). (2 points)
- Provide a comprehensive narrative description that describes and convincingly demonstrates 1) how the proposed program(s) will provide high-quality training along a career pathway that focuses on the skills, competencies, and credentials needed for middle- to high-skilled occupations in infrastructure-related occupations; 2) how participants will achieve the necessary recognized postsecondary credential(s) that will lead to employment in middle- to high-skilled jobs, or are on a career pathway to middle- to high-skilled jobs that support the achievement of the proposed training outcomes in the proposed service area (listed above); and 3) how the training and credentialing will directly connect participants to the infrastructure jobs for which they are being trained. (4 points)

- **Core Principle #3: Approaches for Increasing Job Quality (8 Points)**

- Provide a comprehensive narrative description of how the grant project will integrate and align with the Department's eight principles of job quality as described in Section I.A.2.c. These principles include 1) recruitment and hiring; 2) benefits; 3) diversity, equity, inclusion, and accessibility; 4) empowerment and representation; 5) job security and working conditions; 6) organizational culture; 7) pay; and 8) skills and career advancement (See examples of ways in which these principles may be demonstrated in Section I.A.2.c). (8 points)

- iii. **Project Work Plan and Timeline (6 Points)**

Scoring under this criterion is based on a clear and complete overview of project goals and targets, milestones, key activities, and key partners of the proposed program.

- **Project Work Plan and Timeline**

Applicants must present a timeline in a table format that provides an overview of the work plan for the project proposed. The work plan should include an overview of goals, activities, key milestones (including short-term, mid-term, and long-term milestones), targets, and timelines that capture the employment/training activities and partners involved in achieving them. The work plan must be submitted as a separate attachment and does not count against the page limit of the Project Narrative (see Section IV.B.4. Attachments to the Project Narrative, as well as Appendix C for an example work plan). The work plan must include all of the following:

- Project goals, which are the overarching achievements that will be pursued;
- Milestones, which are key markers of grant progress; these are typically expressed in the form of an action or event marking a significant change or stage in development;
- Key activities, including timeframes for development or modification of programs, and/or participant enrollment in education and training; and
- Key partner(s) identified for key activities.

- d. **Organizational, Administrative, and Fiscal Capacity (up to 8 Points)**

i. Capacity of Lead Applicant, Partnership Structure, and Administrative Controls and Systems (8 points)

- Applicant must provide a detailed organizational chart that identifies the lead applicant, required partners, and optional partners. The chart must describe the structure of the relationships of all partners involved in the project. The chart must also identify the proposed project's staffing plan to illustrate that partners have the capacity to support the lead applicant to carry out the proposed project. The staffing plan must describe the qualifications and experience of all executive and administrative staff, as well as other key roles, such as board members, advisors, and consultants, to fulfill the needs and requirements of the proposed project, and to incorporate the lived experiences of historically marginalized or underrepresented populations in the project's design and execution. Such qualifications and experience must demonstrate the ability to manage a strategic partnership, including fiscal and administrative management, outreach, and promotion. (2 points)
- Applicant must provide a detailed description demonstrating the lead applicant's capacity to effectively manage each component of the program, including a project management plan and a communications plan for efficient and effective management of the project with all partners and staff; and demonstrating its capacity to establish effective procurement processes, systems, and procedures and those of any partners that will be providing any services or conducting any activities under the grant (if applicable). Applicants that have subrecipients must describe their processes and procedures for effectively managing these entities. (6 points)

e. Past Performance – Programmatic Capability (Up to 10 Points)

Applicants will receive points based on past performance data. Applicants must use the information below and provide the applicable past performance information.

- Applicants must provide a full description of the lead applicant's prior experience with implementing an effective sector strategy model, the development of employment and training programs, or capacity to scale employment and training programs within a local/regional, statewide, or national area during the grant period. This could include evidence of existing sector partnerships, prior experience in taking employment and training programs to scale, and the number of participants served in prior programs. (2 points)
- Demonstrate that partners have experience in deploying employment and training programs, including classroom training, work-based learning programs, internships, mentorships, or externships within the proposed industry, and in enrolling participants in employment and training programs, including providing supportive services, securing employment placements, and/or wage increases. (2 points)
- Applicants must provide a past performance chart that shows the performance outcome measures achieved and spending rate analysis (during the original period of performance) for a grant initiative completed in the past five years from the closing date of this announcement using the chart format described below. There are different chart format instructions depending on past grant experience. Applicants must use the information below to determine which instructions are applicable to their organization. Failure to

provide a past performance chart as an attachment will result in zero points awarded for this rating factor. (6 points as specified below)

Performance Chart Format Instructions

Past H-1B Awardees

Applicants that have received an H-1B-funded grant award from the Department whose period of performance ended within the past five years of the closing date of this announcement are required to provide a Past Performance Chart that includes the following information:

- H-1B grant program name;
- Grant lead and project name;
- Funding amount and period of performance;
- Performance outcome measures achieved (as described further below); and
- Spending rate analysis (as described further below).

To complete the sections on performance outcome measures achieved and spending rate analysis, applicants are required to use the cumulative reported data from the final Quarterly Performance Report (ETA-9136) and the Quarterly Financial Report (ETA-9130) for the grant. If an H-1B grant has not been completed within the last five years, this format should not be used.

Applicants whose data cannot be verified using the final reports of the most recently ended H-1B grant will receive zero points for this rating factor.

Past ETA Grant Awardees

Applicants that have received an ETA grant award that was not an H-1B-funded grant award, whose period of performance ended within the last five years of the closing date of this announcement, are required to provide a Past Performance Chart that includes the following in order to demonstrate if and how the applicant successfully completed and managed the agreement:

- Grant program name;
- Grant lead and project name;
- Grantor name and contact information;
- Funding amount and period of performance;
- Project information/grant objectives;
- Population served;
- Performance outcome measures achieved (as described further below); and
- Spending rate analysis (as described further below).

To complete the sections on performance outcome measures achieved and spending rate analysis, applicants are required to use the cumulative reported data from the final performance report(s) and the Quarterly Financial Report (ETA-9130) submitted for the most recently ended ETA grant award. If an ETA grant has not been completed within the last five years, this format

should not be used.

Past Non-ETA Grantees

Applicants that have received non-ETA assistance agreements (federal or non-federal grants and cooperative agreements but not federal contracts) whose period of performance ended within the past five years of the closing date of this announcement, but have not had an ETA grant, are required to provide a Past Performance Chart that demonstrates if and how the applicant successfully completed and managed the agreement and that the federally and/or non-federally funded assistance agreement is similar in size, scope, and relevance to the proposed project. The chart must include the following:

- Project name;
- Grantor name and contact information;
- Funding amount and period of performance;
- Project information/grant objectives;
- Population served;
- Performance outcome measures achieved (as described further below); and
- Spending rate analysis (as described further below).

To complete the sections on performance outcome measures achieved and spending rate analysis, applicants must use the cumulative final reported performance data and applicable financial report submitted for their agreement. If a federally and/or non-federally funded assistance agreement has not been completed within the last five years, this format should not be used.

For non-ETA grants, the chart must be signed by the grantor, or a letter must be provided from the grantor verifying the data provided in response to the requested performance outcome measures achieved and spending rate analysis. **Past Non-ETA Grantees that fail to provide a chart signed by the grantor (or a chart accompanied by a letter signed by the grantor) will result in zero points being awarded for the Past Performance – Programmatic Capability criterion (10 points).** This letter must be on grantor letterhead and contain contact information for the grantor.

1. Performance Outcome Measures Achieved (4 Points)

The Past Performance Chart must include the following four indicators in the Performance Outcome Measures Achieved section, which ETA views as the most critical to demonstrating that the applicant's past success in a similar program has prepared its organization to succeed in operating an employment and training project:

- **Measure 1:** Total number of participants enrolled in training out of the total number of participants served
- **Measure 2:** Total number of participants who completed training out of the total number of participants enrolled in training
- **Measure 3:** Total number of participants who completed training and attained credentials out of the total number of participants enrolled in training

- **Measure 4:** Total number of participants who entered employment out of the total number of participants enrolled in training

For each of the four measures, the applicant must list and identify the numerator and the denominator from the final grant report submitted and show the calculated percentage for each. Failure to provide accurate, verifiable percentages using the numerators and denominators for each past performance measures from the final submitted report from the most recent completed grant will result in zero points for this subsection. Applicants that have not completed an H-1B or ETA grant may substitute a different measure if the substituted measure is applicable to the performance outcome measures required in this FOA, clearly identifies and defines the measure, and provides the same data (i.e., numerator, denominator, and calculated percentage). DOL reserves the right to disqualify measures that are determined not to be sufficiently similar to the measures above and award zero points for non-qualifying measures.

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

- Applicants achieving 80% or above on all four performance measures for their most recently completed grant will receive 4 points for this subsection.
- Applicants achieving 80% or above on three performance measures for their most recently completed grant will receive 3 points for this subsection.
- Applicants achieving 80% or above on two performance measures for their most recently completed grant will receive 2 points for this subsection.
- Applicants achieving 80% or above on one performance measure for their most recently completed grant will receive 1 point for this subsection.
- Applicants that did not achieve 80% or above on any performance measure or where performance measures cannot be verified for their most recently completed grant will receive 0 points for this subsection.

2. Spending Rate Analysis (2 Points):

Applicants must submit, as part of the Past Performance Chart described above, the total grant amount and the percentage of grant funds spent **during the original period of performance** for the grant as identified through the Past Performance Chart Instructions specified above.

Applicants will receive points for their spending rate, as demonstrated in the chart they provide in the Spending Rate Analysis section, as follows:

- Applicants that expended at least 98 percent of the grant funds for their most recently completed grant will receive 2 points.
- Applicants that expended at least 80 percent but less than 98 percent of the grant funds for their most recently completed grant will receive 1 point.
- Applicants that expended less than 80 percent of the grant funds for their most recently completed grant will receive 0 points.

Below is a sample format for the chart:

Grant Project Name: (All grants)

Grant Lead: (H-1B or ETA grants only)					
Grantor Contact - Name, Title, E-mail Address, and Telephone Number: (ETA or non-ETA grants only – non-ETA grants must also include signature)					
Funding Amount and Project Period of Performance: (All grants)					
Project Information/Grant Objectives: (ETA or non-ETA grants only)					
Population Served: (ETA or non-ETA grants only)					
Performance Outcome Measures Achieved: (All grants)					
Performance Indicator	Numerator	Denominator	Fraction	Percentage Achieved	
<i>Measure 1</i>	<i>Number of Participants Enrolled in Training: 105</i>	<i>Number of Participants Served: 115</i>	<i>105/115</i>	<i>91%</i>	
<i>Measure 2</i>	<i>Number of Participants Completed Training: 100</i>	<i>Number of Participants Enrolled in Training: 105</i>	<i>100/105</i>	<i>95%</i>	
Spending Rate Analysis: (All grants)					
Grant Funds Received:	Grant Funds Spent by end of the Original Period of Performance:	Total Spent / Total Grant Funds	Percentage Rate of Spending:		
<i>Example: \$1,000,000</i>	<i>\$800,000</i>	<i>\$800,000 / \$1,000,000</i>	<i>80%</i>		

f. Budget and Budget Narrative (Up to 2 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. Feasibility of Budget for Meeting Project Goals (2 Points)

Applicants must describe the following:

- How the budget is reasonable and feasible based on the activities outlined in the Project Narrative;
- How the proposed expenditures will support the grant project's development or scaling of worker-centered sector strategy programs to train individuals in middle- to high-skilled

occupations in advanced manufacturing; information technology; and professional, scientific, and technical services that support renewable energy, transportation, or broadband infrastructure sectors while advancing equity and job quality; and

- How key personnel have been allocated time necessary to achieve project results.

g. Priority Consideration: Smaller and Rural Communities (2 points)

Applicants in either track that demonstrate in their application that they are serving smaller and/or rural communities, as defined in Appendix E. Key Definitions, will receive two priority consideration points toward their overall application score. Applicants will not receive additional points for multiple smaller/rural community areas within the proposed physical service area.

To receive points applicants must describe the following:

- Clearly identify any of the counties in the proposed service area that meet the definition in Appendix E.
- Provide supporting data/documentation including the information source(s) utilized. Applicants may use the data provided through the Health Resources and Services Administration (HRSA) Federal Office of Rural Health Policy (<https://www.hrsa.gov/rural-health/about-us/what-is-rural/data-files>) to assist in documenting that the proposed service area includes smaller and/or rural communities, or other relevant sources, but must identify what source was used. (2 points)

4. Attachments to the Project Narrative

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

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

Save all files with descriptive file names of 50 characters or fewer and use only standard characters in file names: A-Z, a-z, 0-9, and underscore (_). File names may not include special characters (e.g. &, -, *, %, /, #), periods (.), blank spaces, or accent marks, and must be unique (e.g., no other attachment may have the same file name). You may use an underscore (example: My_Attached_File.pdf) to separate a file name.

a. Required Attachments

(1) Abstract

You must submit an up to 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. Should you be selected for an award, the information provided in your abstract may be published to a public facing website as a summary of your project. The abstract must include the following:

- Lead applicant organization name
- Lead applicant entity organization type
- Lead applicant location (city and state)
- Names of required partners
- Names of optional partners
- Geographic scope
 - Identify scope: local/regional, statewide, or national
 - A description of the area to be served, and identification of the specific location(s) where grant services will be provided: (e.g., cities, counties, or state(s))
 - Identify if the area to be served includes smaller and/or rural communities as defined in the FOA
- Total federal funding requested
- Total leveraged funds proposed
- Total match proposed (Scaling Track Only)
- Project title/name
- Proposed number of participants who start training (Outcome Projection #2 from the submitted Performance table)
- Summary of grant purpose and employment and training activities offered
- Target population(s) to be served
- The selected training track (Development or Scaling Track)
- Targeted infrastructure sector(s)
- Targeted occupations
- Recognized postsecondary credentials offered
- Subrecipient roles: List all subrecipients and the roles (activities) they will fill on the proposed project. Roles should be aligned to proposed workplan.
- Public contact information

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.e for additional instructions.

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

(2) Letters of Commitment, MOUs, or Partnership Agreements

Submit signed and dated letters of commitment, memoranda of understanding, partnership agreements, or other types of signed agreements 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 III.A.3.

These letters must be uploaded as an attachment to the application package and labeled “Letters of Commitment.”

(3) Indirect Cost Rate Agreement

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

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

(4) Financial System Risk Assessment Information

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

(5) Performance Outcome Measures and Tracking Indicators Table

Applicants must provide a performance outcome measures and tracking indicators table that identifies the four performance outcome measures and two tracking indicators along with the total end-of-grant numerical targets for each measure. (See Appendix B for a sample format).

(6) Project Workplan and Timeline

Applicants will be scored on the completion and detail of the Project Work Plan as described in Section IV.B.3. See Appendix C for a suggested template.

(7) Past Performance Chart

Applicants must provide a past performance chart that shows the performance outcome measures achieved and spending rate analysis for a grant initiative completed in the past five years from the closing date of this analysis. (See Section IV.B.3.e for a sample format).

(8) Smaller and Rural Communities Documentation

If the applicant is proposing to serve smaller or rural communities for priority consideration, they must provide supporting data/documentation including the information source(s) utilized.

(9) OLMS “Union Search” Documentation

For applicants proposing service areas where worker organizations, labor-management organizations, or labor unions may not be actively operating, in lieu of the letter of commitment or related documentation from the required union/worker/labor-management organization, such applicants must use the OLMS Union Search Tool to verify the lack of union presence by providing the search records as an attachment.

(10) For Scaling Track Applicants Only: Documentation of An Effective Sector Strategy Program

Applicants under the Scaling Track must provide documentation that they have effectively implemented a sector strategy program. See Appendix E for the definition of “Scaling effective sector strategy programs,” which provides examples of acceptable documentation.

C. SUBMISSION DATE, TIME, PROCESS AND ADDRESS

Due Date for Applications:

July 07, 2023

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

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

1. Hardcopy Submission

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

2. Electronic Submission through Grants.gov

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

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

a. How to Register to Apply through Grants.gov

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

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

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

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

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

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

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

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

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

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

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

We encourage new prospective applicants to view the online tutorial, "Grant Applications 101: A Plain English Guide to ETA Competitive Grants," available through WorkforceGPS at <https://grantsapplicationandmanagement.workforcegps.org/resources/2022/05/10/15/23/How-to-Apply-for-a-Grant>.

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

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

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

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

Late Applications

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

D. INTERGOVERNMENTAL REVIEW

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

E. FUNDING RESTRICTIONS

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

Indirect Costs

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

Option 1: You may use a NICRA or Cost Allocation Plan (CAP) supplied by the federal Cognizant Agency. If you do not have a NICRA/CAP or have a pending NICRA/CAP, and in either case choose to include estimated indirect costs in your budget, at the time of award the Grant Officer will release funds in the amount of 10 percent of Modified Total Direct Costs (see DOL's definition below) to support indirect costs. Within 90 days of award, you are required to submit an acceptable indirect cost proposal or CAP to your federal Cognizant Agency to obtain a

provisional indirect cost rate. (See Section IV.B.4. for more information on NICRA submission requirements.)

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

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

Intellectual Property Rights

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

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

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

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

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

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

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

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

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

Credential Transparency

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

Use of Grant Funds for Training and the Collection of Employment Outcomes

a. On-the-Job Training (OJT)

Under this Announcement, on-the job training (OJT) is available only for unemployed and underemployed individuals. Incumbent workers are not eligible for OJT under this FOA, and grantees are specifically prohibited from spending grant funds on payment of wages of

incumbent workers. OJT is provided under a contract with an employer in the private nonprofit or private for-profit sector. Under the OJT contract, the employer pays wages to the participant, and occupational training is provided for the participant in exchange for the reimbursement to the employer of a percentage of the participant's wage rate to compensate for the employer's extraordinary costs of training the individual (subject to the policy exceptions described below).

The OJT agreement may not be with an employer who has previously exhibited a pattern of failing to provide OJT participants with continued long-term employment with wages, benefits, and working conditions that are equal to those provided to regular employees who have worked a similar length of time and are doing the same type of work. The OJT contract must be limited to the period required for a participant to become proficient in the occupation for which the training is being provided. Funds provided to employers for OJT must not be used to directly or indirectly assist, promote, or deter union organizing.

The following are additional restrictions for OJT:

- i. Eligible participants cannot be currently employed by the employer;
- ii. Participant OJT placements may only be reimbursed for private for-profit and nonprofit sectors. While the grant allows for public sector OJT placements, they are not allowed to be reimbursed for any portion of the training costs with grant funds;
- iii. No placement may be made through staffing agencies providing workers on a temporary basis to employers for which the agency receives compensation from an employer; and
- iv. The period of reimbursement should be an adequate length to ensure the participant has acquired the technical skills needed for employment, but no longer than 12 months. Individuals may not be co-enrolled in other programs for the purpose of extending OJT employer reimbursement beyond 12 months. Twelve months exceeds the average length of time for current OJT activities; therefore, grantees should negotiate contracts with employers that lead transitioning participants to permanent employment as soon as possible. Grantees may establish contracts that will be longer than 12 months for multiple participants; however, the reimbursement for each individual that participates in OJT cannot be longer than 12 months.

The negotiated reimbursement percentage for OJT may be as high as 50 percent of the participant's hourly wage. The Department encourages grantees to negotiate lower rates or variable rates (such as starting at the maximum allowable reimbursement rate and reducing the subsidy over time) where possible to ensure that the maximum number of participants will be served by the project.

b. Registered Apprenticeship Programs (RAPs)

Organizations may use grant funds awarded under the DOL Building Pathways to Infrastructure Jobs Grant Program FOA to reimburse a portion of a Registered Apprentice's work-based learning costs to employers.

For grants awarded under this FOA, the negotiated reimbursement percentage of an apprentice's work-based learning costs may be as high as 50 percent of the participant's hourly wage. We also encourage grantees to negotiate lower rates or variable rates (such as starting at the maximum allowable reimbursement rate and reducing the subsidy over time), where possible, to ensure that the maximum number of apprentices will be served by the grant project. The

following are additional restrictions for use of grant funds for work-based learning registered apprenticeships:

- i. Participant placements may occur only in private for-profit and nonprofit sectors (e.g., the grant does not allow for public sector placements); and
- ii. No placement may be made in staffing agencies providing workers on a temporary basis to employers for which the agency receives compensation from an employer.

c. Work Experience and Internships

Work experience and internships are both planned, structured learning experiences that take place in a workplace for a limited period of time. For the purposes of the grants under the DOL Building Pathways to Infrastructure Jobs Grant Program FOA, work experiences and internships must be paid. Wages and stipends may be paid either directly to participants or to the employer partner for the purposes of reimbursing participant wages. Fair wage and labor standards apply where an employee/employer relationship exists, as defined by the Fair Labor Standards Act (FLSA). For more information on the FLSA, applicants may visit <http://www.dol.gov/whd/>.

For a work experience or internship that supports training, grantees will need to document how the work experience or internship is connected to and supports the education and training activities included in the grant. Grantees have flexibility in the design and implementation of work experience and internships but such opportunities must meet the following parameters:

- i. Provide an individual with monitored or supervised work or service experience in their expected career field where the individual has prescribed learning goals and reflects actively on what they are learning throughout the experience. These learning goals may include: (a) academic learning, career development, and skill development; and (b) the attainment of credentials in the individual's expected career field;
- ii. Are part of structured programs where the grantee established the criteria for determining who will participate in these programs;
- iii. Are for a set time period; and
- iv. Lead to a recognized postsecondary credential or are supplemented with additional training leading to a recognized postsecondary credential or employment during the grant period of performance.

Leveraging WIOA funds for the purposes of providing paid work experience is also encouraged. Grantees may refer to TEGL 21-16: *Third Workforce Innovation and Opportunity Act (WIOA) Title I Youth Formula Program Guidance* for additional technical assistance guidance on policies and procedures for work experience and internships.

d. Incumbent Worker Salaries

For grantees that are serving incumbent workers, incumbent worker salaries paid by the employer are NOT allowable costs to be reimbursed under this grant.

e. Use of Funds for Supportive Services

Grantee may use up to 15 percent of grant funds to provide the required supportive services for training participants. Under this FOA, supportive services are those necessary to enable an

individual to participate in and successfully complete education and training activities funded through this grant program. Examples of such services include, but are not limited to, childcare, dependent care, transportation, mental health counseling, books, academic fees, supplies, parking, printing, tutoring, licensing exam fees, professional dues, housing, and needs-related payments that are necessary to enable an individual to participate in education and training activities. Grantees may fund supportive services through various means, including providing the actual supportive service (e.g., childcare), providing participants with a voucher for the service (e.g., public transportation cards or tokens), or providing a stipend directly to the participant. Where stipends for supportive services are provided, the stipend amount must be for costs of a specific supportive service (e.g., childcare), rather than simply based on an unidentified need.

For the purposes of this FOA, grantees may use grant funds, up to the percentage specified above, to provide supportive services only to individuals who are participating in education and training activities provided through the grant when such services are necessary to enable individuals to participate in education and training activities under the grant. Grantees may establish additional limits on the provision of supportive services or provide their sub-recipients with the authority to establish such limits, including a maximum amount of funding and maximum length of time for supportive services to be available to participants. Grantees must ensure that their use of grant funds for supportive services is consistent with their organization's established written policy on the provision of supportive services, and must ensure that costs are reasonable, necessary, allowable, and allocable to the ETA grant award.

ETA strongly encourages grantees to leverage other sources of funding for supportive services such as WIOA, human services programs, and other community partners. When a participant is eligible for human services or other programs, we recommend reserving grant funds for those participants that need support but are not eligible for other assistance.

Please note that reasonable accommodations provided to participants are not subject to the 15 percent funding cap for supportive services. See Appendix E for a definition of reasonable accommodation.

f. Incentive Payments to Collect Employment Outcomes

DOL Building Pathways to Infrastructure Jobs grantees may use up to 1.5 percent of grant funds for the provision of gift cards or other types of incentive payments to participants for providing information on grant outcomes (such as credential attainment or employment status) after they complete their training program, for the purposes of accurately reporting performance outcomes to the Department. Grantees are prohibited from utilizing grant funds to provide incentive payments for any other purpose. These incentive payments must be tied to the goals of the grant. Grantees must have policies and procedures in place governing the awarding of incentive payments to participants and the incentives provided under the grant must comply with these organizational policies.

g. Grant Profit

For all grant recipients and sub-recipients, the earning of profit is not an allowable cost item. Earnings above actual costs incurred are to be treated as program income. Any program income earned must be used for program purposes.

h. Subrecipient Awards

The Department expects the lead applicant has the organizational capacity to implement the proposed program design. The Department strongly discourages applications that result in a “pass-through” of grant funds to a third-party entity (i.e., where the lead applicant sub-awards the majority of grant funds and operational activities to a single subrecipient). Experience has shown that grant projects where the lead applicant is only nominally involved with operational aspects of the grant, delegating grant administration and operational control to a pass-through entity, increases the risk for compliance and performance-related issues that can negatively impact grant performance and sustainability of the program.

Applicants that include subrecipients are strongly encouraged to ensure there is adequate staff and resources allocated to manage and oversee any subrecipients. Additionally, applicants that have allocated a majority of the total grant award to one or more subrecipients will be assessed during the post-award ETA compliance review process to ensure effective grants management.

In the Budget Narrative (under the "Contractual" line item), applicants must clearly outline all sub-recipient allocations. (See Section IV.B.2.a.)

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)
Statement of Need	10 total

Criterion	Points (maximum)
(See Section IV.B.3.a. Statement of Need)	
Expected Outputs and Outcomes (See Section IV.B.3.b. Expected Outcomes and Outputs)	16 total
Project Design (See Section IV.B.3.c. Project Design)	54 total
Organizational, Administrative, and Fiscal Capacity (See Section IV.B.3.d. Organizational, Administrative, and Fiscal Capacity)	8 total
Past Performance – Programmatic Capability (See Section IV.B.3.e. Past Performance – Programmatic Capability)	10 total
Budget and Budget Narrative (See Section IV.B.2. Project Budget)	2 total
Priority Consideration: Service Area includes smaller and/or rural communities (See Section IV.B.3.a.iii.)	2 total
TOTAL	102

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

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

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

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

B. REVIEW AND SELECTION PROCESS

1. Merit Review and Selection Process

A technical merit review panel will carefully evaluate applications against the selection criteria to determine the merit of applications. These criteria are based on the policy goals, priorities, and emphases set forth in this FOA. Up to 102 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, availability of funds, and other relevant factors. The Grant Officer may consider any information that comes to their attention.

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

2. Risk Review Process

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

1. Financial stability;

- 2. Quality of management systems and ability to meet the management standards prescribed in the Uniform Grant Guidance;
- 3. 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;
- 4. 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;
- 5. The applicant’s ability to effectively implement statutory, regulatory, and other requirements imposed on recipients.

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

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

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

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

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

U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA) FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT		
(3) The accounting system should provide accurate and current financial reporting information. (4) The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.		
SECTION B: GENERAL		
1. Applicant Legal Name (as it appears in SAM.gov):		
a. When was the organization founded/incorporated (<i>month, day, year</i>):	b. Principal Officers Names, Title, Email Address President/Chair Board of Directors:	
c. Employer Identification Number:	Chief Executive Officer:	
d. Number of Employees Full Time: Part Time:	Chief Financial Officer: Accounting/Budget Officer:	
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. (<i>12 months</i>) \$
SECTION C: ACCOUNTING SYSTEM		
<i>NOTE: Provide a detailed response (on a separate page on your organization's letterhead and signed/dated by a Principal Officer) for any items 2-9 of Section C that have "No" or "Not Sure" answer(s), providing enough information to clearly reflect the expertise of the organization in these areas.</i>		
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.	

U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA) FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT			
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:	Yes	No	Not Sure
a. Total funds available for a grant?	Yes	No	Not Sure
b. Total funds available for a budget cost category (e.g. Personnel, Travel, etc)?			
9. Does the organization or institution have an internal control structure that would provide reasonable assurance that the grant funds, assets, and systems are safeguarded?	Yes	No	Not Sure
SECTION D: FINANCIAL STABILITY			
1. Is there any legal matter or an ongoing financial concern that may impact the organization's ability to manage and administer the grant? Yes No If yes, please explain briefly.			
SECTION E: FINANCIAL STATEMENTS			
1. Did an independent certified public accountant (CPA) ever examine the financial statements? Yes No			
2. If an independent CPA review was performed please attach a copy of their latest report and any management letters issued. Enclosed N / A			

U.S. DEPARTMENT OF LABOR -EMPLOYMENT AND TRAINING ADMINISTRATION (ETA) FUNDING OPPORTUNITY ANNOUNCEMENT: FINANCIAL SYSTEM RISK ASSESSMENT		
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 (<i>indicate section and item numbers if a continuation</i>)		

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. Appeal – This program is authorized under section 414(c) of the American Competitiveness and Workforce Improvement Act of 1998 (ACWIA), as amended (codified at 29 USC 3224a). Therefore, appeal under sections 186 of the Workforce Investment Act or the Workforce Innovation and Opportunity Act is not available.
- iii. All entities must comply with 29 CFR Part 93 (New Restrictions on Lobbying), 29 CFR Part 94 (Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)), 2 CFR Part 180 (OMB Guidance to Agencies on Government-wide Debarment and Suspension (Non-procurement)), and, where applicable, 2 CFR Part 200 (Audit Requirements).
- iv. 29 CFR Part 2, subpart D—Equal Treatment in Department of Labor Programs for Religious Organizations; Protection of Religious Liberty of Department of Labor Social Service Providers and Beneficiaries.
- v. 29 CFR Part 31—Nondiscrimination in Federally Assisted Programs of the Department of Labor—Effectuation of Title VI of the Civil Rights Act of 1964.
- vi. 29 CFR Part 32—Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance.
- vii. 29 CFR Part 35—Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance from the Department of Labor.
- viii. 29 CFR Part 36—Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.
- ix. 29 CFR Part 38 – Implementation of the Nondiscrimination and Equal Opportunity Provisions of the Workforce Innovation and Opportunity Act.
- x. 29 CFR Parts 29 and 30—Labor Standards for the Registration of Apprenticeship Programs, and Equal Employment Opportunity in Apprenticeship and Training, as applicable.
- xi. The Department of Labor will follow the procedures outlined in the Department’s Freedom of Information Act (FOIA) regulations (29 CFR Part 70). If DOL receives a FOIA request for your application, the procedures in DOL’s FOIA regulations for responding to requests for commercial/business information submitted to the government will be followed, as well as all FOIA exemptions and procedures. See generally 5 U.S.C. § 552; 29 CFR Part 70.
- xii. Standard Grant Terms and Conditions of Award—see the following link: <https://www.dol.gov/agencies/eta/grants/resources>.

2. Other Legal Requirements

a. Religious Activities

The Department notes that the Religious Freedom Restoration Act (RFRA), 42 U.S.C. § 2000bb, applies to all federal law and its implementation. If an applicant organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled to receive federal financial assistance under this grant solicitation and maintain that hiring practice. As stated in 29 CFR 2.32(a), religious organizations are eligible on the same basis as any other organization, to seek DOL support or participate in DOL programs for

which they are otherwise eligible. Guidance from DOL is found at <https://www.dol.gov/agencies/oasam/grants/religious-freedom-restoration-act/guidance>.

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

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

c. Transparency Act Requirements

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

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

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

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

d. Safeguarding Data Including Personally Identifiable Information (PII)

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

By submitting a grant application, you agree to take all necessary steps to protect such confidentiality by complying with the following provisions that are applicable in governing

the handling of confidential information: You must ensure that PII and sensitive data developed, obtained, or otherwise associated with DOL/ETA funded grants is securely transmitted.

- i. To ensure that such PII is not transmitted to unauthorized users, all PII and other sensitive data transmitted via e-mail or stored on CDs, DVDs, thumb drives, etc., must be encrypted using a Federal Information Processing Standards (FIPS) 140-2 compliant and National Institute of Standards and Technology (NIST) validated cryptographic module. You must not e-mail unencrypted sensitive PII to any entity, including ETA or contractors.
- ii. You must take the steps necessary to ensure the privacy of all PII obtained from participants and/or other individuals and to protect such information from unauthorized disclosure. You must maintain such PII in accordance with the ETA standards for information security described in TEGL NO. 39-11 and any updates to such standards we provide to you. Grantees who wish to obtain more information on data security should contact their Federal Project Officer.
- iii. You must ensure that any PII used during the performance of your grant has been obtained in conformity with applicable federal and state laws governing the confidentiality of information.
- iv. You further acknowledge that all PII data obtained through your ETA grant must be stored in an area that is physically safe from access by unauthorized persons at all times and the data will be processed using recipient-issued equipment, managed information technology (IT) services, and designated locations approved by ETA. Accessing, processing, and storing of ETA grant PII data on personally owned equipment, at off-site locations, (e.g., employee's home), and non-recipient managed IT services, (e.g., Yahoo mail), is strictly prohibited unless approved by ETA.
- v. Your employees and other personnel who will have access to sensitive/confidential/proprietary/private data must be advised of the confidential nature of the information, the safeguards required to protect the information, and that there are civil and criminal sanctions for noncompliance with such safeguards that are contained in federal and state laws.
- vi. You must have policies and procedures in place under which your employees and other personnel, before being granted access to PII, acknowledge their understanding of the confidential nature of the data and the safeguards with which they must comply in their handling of such data, as well as the fact that they may be liable to civil and criminal sanctions for improper disclosure.
- vii. You must not extract information from data supplied by ETA for any purpose not stated in the grant agreement.
- viii. Access to any PII created by the ETA grant must be restricted to only those employees of the grant recipient who need it in their official capacity to perform duties in connection with the scope of work in the grant agreement.
- ix. All PII data must be processed in a manner that will protect the confidentiality of the records/documents and is designed to prevent unauthorized persons from retrieving such records by computer, remote terminal, or any other means. Data may be downloaded to, or maintained on, mobile or portable devices only if the data are

- encrypted using NIST validated software products based on FIPS 140-2 encryption. In addition, wage data may be accessed only from secure locations.
- x. PII data obtained by the recipient through a request from ETA must not be disclosed to anyone but the individual requestor, except as permitted by the Grant Officer or by court order.
 - xi. You must permit ETA to make onsite inspections during regular business hours for the purpose of conducting audits and/or conducting other investigations to assure that you are complying with the confidentiality requirements described above. In accordance with this responsibility, you must make records applicable to this Agreement available to authorized persons for the purpose of inspection, review, and/or audit.
 - xii. You must retain data received from ETA only for the period of time required to use it for assessment and other purposes, or to satisfy applicable federal records retention requirements, if any. Thereafter, you agree that all data will be destroyed, including the degaussing of magnetic tape files and deletion of electronic data.

e. Record Retention

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

f. Use of Contracts and Subawards

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

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

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

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

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

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

g. Closeout of Grant Award

Any entity that receives an award under this Announcement must close its grant with ETA at the end of the final year of the grant. Information about this process may be found in ETA's Grant Closeout FAQ located

at <https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/GCFAQ.pdf>.

3. Other Administrative Standards and Provisions

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

4. Special Program Requirements

a. ETA Evaluation

As a condition of grant award, grantees are required to participate in an evaluation, if undertaken by DOL. The evaluation may include an implementation assessment across grantees, an impact and/or outcomes analysis of all or selected sites within or across grantees, and a benefit/cost analysis or assessment of return on investment. Conducting an impact analysis could involve random assignment (which involves random assignment of eligible participants into a treatment group that would receive program services or enhanced program services, or into control group(s) that would receive no program services or program services that are not enhanced). We may require applicants to collect data elements to aid the evaluation. As a part of the evaluation, as a condition of award, grantees must agree to: (1) make records available to the evaluation contractor on participants, employers, and funding; (2) provide access to program operating personnel, participants, and operational and financial records, and any other relevant documents to calculate program costs and benefits; and (3) in the case of an impact analysis, facilitate the assignment by lottery of participants to program services, including the possible increased recruitment of potential participants; and (4) follow evaluation procedures as specified by the evaluation contractor under the direction of DOL.

b. Performance Goals

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

C. REPORTING

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

1. Quarterly Financial Reports

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

2. Quarterly Performance Reports

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

3. Quarterly Narrative Performance Reports

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

VII. AGENCY CONTACTS

For further information about this FOA, please contact Ariam Ferro, Grants Management Specialist, Office of Grants Management, at IN_FOA-ETA-23-31@dol.gov. Applicants should e-mail all technical questions to IN_FOA-ETA-23-31@dol.gov and must specifically reference FOA-ETA-23-31, and along with question(s), include a contact name, and phone number. This Announcement is available on the ETA website at <https://www.dol.gov/agencies/eta/grants> and at <https://www.grants.gov>.

VIII. OTHER INFORMATION

A. WEB-BASED RESOURCES

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

The Career Trajectories and Occupational Transitions Dashboard (Career Trajectories and Occupational Transitions Dashboard | U.S. Department of Labor (dol.gov) <https://www.dol.gov/agencies/oasp/evaluation/resources/career-trajectories-and-occupational-transitions-dashboard>) is an interactive tool that allows users to view data from four nationally representative longitudinal surveys and online career profiles that capture workers' career trajectories and transitions as they occur in the labor market. The dashboard focuses on "mid-level" occupations – those that typically require education or experience beyond a high school diploma or equivalent, but less than a four-year degree.

B. INDUSTRY COMPETENCY MODELS AND CAREER CLUSTERS

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

C. WORKFORCEGPS RESOURCES

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

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

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

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

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

D. SKILLSCOMMONS RESOURCES

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

IX. OMB INFORMATION COLLECTION

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

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

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

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

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

Signed 04/05/2023 in Washington, D.C. by:
Brinda Ruggles
Grant Officer, Employment and Training Administration

APPENDIX A: H-1B INDUSTRIES AND OCCUPATIONS

The DOL Building Pathways to Infrastructure Jobs Grant will fund projects that support well-paying middle- and high-skilled jobs. These grants will support advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations that support renewable energy, transportation, and/or broadband infrastructure sectors to upskill the present workforce and innovate how to train and build a pipeline for the future workforce. For the purposes of this FOA, advanced manufacturing, information technology, and professional, scientific, and technical services occupations may include, but are not limited to the below industries (identified with North American Industry Classification System (NAICS) codes where available) and occupations (identified with O*NET Standard Occupational Classification (SOC) codes where available):

Advanced Manufacturing occupations that support:

- Renewable energy generation and storage (NAICS 22111, 221116, 221117)
- Wind and solar energy production (NAICS 222115 and 222114)
- Renewable and sustainable fuels (NAICS 32512)
- Electric motors and hybrid engines (NAICS 335312 and 3336)
- Battery manufacturing (NAICS 33591)
- Electrical vehicle manufacturing (NAICS 3361)
- Grid integration technologies (NAICS 3353)
- Energy-efficiency technologies
- Semi-conductor manufacturing (NAICS 3344 and 333242)
- Telecommunications (broadband) equipment (NAICS 33592)
- Transportation systems (NAICS 336)

Examples of advanced manufacturing occupations that support renewable energy, transportation, and broadband sectors include:

- Inspectors, Testers, Sorters, Samplers, and Weighers (Quality Assurance) (O*NET 51-9061.00)
- Assemblers and Fabricators, All Other (O*NET 51-2099.00)
- Machinists (O*NET 51-4041.00)
- Electrical and Electronic Equipment Assemblers
- Electromechanical Equipment Assemblers (O*NET 51-2023.00)

Information Technology occupations that support:

- Smart grids (NAICS 22112)
- Smart cities
- Software development (NAICS 541511)
- Cybersecurity
- Advanced logistics (NAICS 488 and 541614)
- Fiber optic cabling and broadband infrastructure (NAICS 237130)

Examples of information technology occupations that support renewable energy, transportation, and broadband sectors include:

- Software Developers (O*NET 15-1252.00)
- Software Quality Assurance Analysts and Testers (O*NET 15-1253.00)
- Network and Computer Systems Administrators (O*NET 15-1244.00)
- Computer Systems Analysts (O*NET 15-1211.00)

Professional, Scientific, and Technical Services (NAICS 54171) occupations that support

- Renewable energy
- Transportation
- Broadband

Examples of **professional, scientific, and technical services** occupations that support renewable energy, transportation, and broadband sectors include:

- Telecommunication Equipment Installers and Repairers, Except Line Installers (O*NET 49-2022.00)
- Telecommunications Line Installers and Repairers (O*NET 49-9052.00)
- Civil Engineers (incl. Transportation Engineers) (O*NET 17-2051.00)
- Civil Engineering Technologists and Technicians (O*NET 17-3022.00)
- Computer Network Support Specialists (O*NET 15-1231.00)
- Computer Network Architects (O*NET 15-1241.00)
- Calibration Technologists and Technicians (O*NET 17-3028.00)
- Electrical and Electronic Engineering Technicians (O*NET 17-3023.00)
- Engineering Technologists and Technicians, except Drafters, All Other (O*NET 17-3029.00)
- Mechanical Drafters (O*NET 17-3013.00)
- Transportation Planners (O*NET 19-3099.01)
- Quality Control Analysts (O*NET 19-4099.01)
- Commercial and Industrial Designers (O*NET 27-1021.00)
- Construction Managers (O*NET 11-9021.00)

Applicants that propose to train individuals in occupations that fall outside of these industries must provide data showing that they are in-demand occupations for which a significant number of H-1B visas have been certified and support advanced manufacturing, information technology, and/or professional, scientific and technical services occupations related to renewable energy, transportation, and/or broadband infrastructure sectors. This may be shown by using the data provided on DOL’s Foreign Labor Certification Data Center Web site.

To view specific occupations for which H-1B visas have been certified, visit DOL’s Foreign Labor Certification Data Center Web site (http://www.foreignlaborcert.doleta.gov/performance_data.cfm) and select the “Data Disclosure” tab for the latest database of occupations approved under H-1B petitions.

APPENDIX B: SUGGESTED PERFORMANCE OUTCOME MEASURES AND TRACKING INDICATORS TABLE

DOL Building Pathways to Infrastructure Jobs Grant Program Performance Outcome Measures and Tracking Indicators

H-1B PERFORMANCE OUTCOME MEASURES AND TRACKING INDICATORS		
	Performance Outcome Measures and Tracking Indicators	Numerical Targets (cumulative 5-year totals)
	TRACKING INDICATORS	
1	Total number of participants served (cumulative 5-year total) This tracking indicator includes the total number of unique participants who receive a grant-funded service during the grant period of performance after they are deemed eligible for the program. <i>Note: Applicants are required to provide annual and cumulative target for the total number of participants served; however, this data will not be treated as a performance outcome measure.</i>	
2	Total number of participants who began receiving education/job training activities (cumulative 5-year total) This tracking indicator includes only unique participants, and the target should not exceed the total number of participants served. <i>Note: Applicants are required to provide annual and cumulative targets for the total number of participants who began receiving education/job training activities; however, this data will not be treated as a performance outcome measure.</i>	
	PERFORMANCE OUTCOME MEASURES	

1	Total number of participants who completed education/job training program activities (cumulative 5-year total) This performance outcome measure includes only unique participants, and the target should not exceed the total number of participants who began receiving education/job training activities.	
2	Total number of participants who completed education/job training program activities and obtained a credential (cumulative 5-year total) This performance outcome measure includes only unique participants, and the target should not exceed the total number of participants who completed education/job training program activities.	.
3	Total number of unemployed and underemployed participants who completed education/job training program activities and entered unsubsidized employment This performance outcome measure includes only unique participants who are unemployed and underemployed (as defined in Section III.C.3. Eligible Participants), and the target should not exceed the total number of participants who completed education/job program training activities. Note that the sum of the targets for this performance outcome measure and Performance Outcome Measure #6 should not exceed the total number of participants who completed education/job training program activities. Incumbent workers should not be included in this outcome.	
4	Total number of incumbent worker participants who completed education/job training program activities and advanced into a new position This performance outcome measure includes only unique participants who are incumbent workers (as defined in Section III.C.3. Eligible Participants), and the target should not exceed the total number of participants who completed education/job program training activities. Note that the sum of the targets for this performance outcome measure and Performance Outcome Measure #5 should not exceed the total number of participants who completed education/job training program activities. Incumbent workers who do not advance into a new position (i.e., who retained their existing position) with their current employer or a new employer following the completion of a training program should	

	not be included in this outcome. <i>If an applicant is not proposing to offer services to incumbent workers the applicant should not submit a target for this performance outcome measure and should note it here.</i>	

Tracking Indicator Definitions

- **Total number of participants served:**
 - This tracking indicator is defined as the total number of all unique individuals determined eligible to be served by the program who receive a grant-funded service during the period of performance. Individuals who receive only a determination of eligibility to participate in the program but do not begin receiving services are NOT considered participants.
- **Total number of participants who began receiving education/job training activities:**
 - This tracking indicator is defined as the total number of participants that receive allowable training services as part of grant-funded education or training activities.

Performance Outcome Measure Definitions

- **Total number of participants who completed education/job training program activities:**
 - This performance outcome measure is defined as the total number of participants who complete, during program participation, an education or training program that leads to a recognized postsecondary credential, or a training program that leads to employment.
 - A participant's education/training activities may be one training or a series of courses or activities. Program completion for a participant is when a participant has completed all the intended grant-funded training provided to the individual during the grant period of performance. Grantees must determine when a participant has completed all the intended grant-funded training services established for the individual during the grant period of performance based on the proposed program design.
- **Total number of participants who completed education/job training program activities and obtained a credential:**
 - This performance outcome measure is defined as the total number of participants who completed a grant-funded education or training program and earned a recognized postsecondary credential.
- **Total number of unemployed and underemployed participants who completed education/job training program activities and entered unsubsidized employment:**
 - This performance outcome measure refers to participants whose employment status at program entry is either unemployed or underemployed (see Section

III.C.3.). It includes unemployed participants that are placed into employment and underemployed participants that entered a new position of employment.

- Participants included in this measure must complete all the intended grant-funded training provided to the individual during the grant period of performance and enter new employment.

- **Total number of incumbent worker participants who completed education/job training program activities and advanced into a new position:**

- This performance outcome measure refers to those participants whose employment status at program entry is an incumbent worker (see Section III.C.3.) and who advance into a new position within three quarters of completion of the training program.
- Participants included in this measure must complete all the intended grant-funded training provided to the individual during the grant period of performance and advance to a new position with their current employer or with a new employer.
- Incumbent workers typically have a new job title and description upon advancement into a new position. However, as long as the new competencies are used in the job position after program completion and the change can be documented, the incumbent worker may be counted as having advanced into a new position with the employer or a new employer even if a new title is not conferred on the incumbent worker.

Please Note:

- Applicants should provide targets in raw numbers; percentages or other types of data projections are not acceptable.
- Applicants should provide targets for the total grant period.

While applicants are required to propose targets for the performance outcome measures and tracking indicators identified in Section IV.B.3.b. Expected Outcomes and Outputs, which are specific to this FOA, they will also be required to report participant data in alignment with outcome measures identified in Section 116 of WIOA, as applicable, for which no targets are required.

APPENDIX C: SUGGESTED PROJECT WORK PLAN TABLE

Applicants are encouraged to align their goals with specific activities that will meet those goals. Sample activities can include project administration and ramp-up; partnership engagement, outreach and recruitment; enrollment and training; case management services and provision of other supportive services; employment placement; and follow-up tracking of apprentices to collect outcomes. For planning purposes, the applicant should identify key deliverables and the timeframe for achieving each deliverable, including any milestones to indicate progression of activities. The applicant should also provide the name of the lead or supporting institution engaged in each activity or producing each deliverable, including any partner organizations.

Project Goal 1: *Insert goal (Sample: Build Infrastructure to Launch Program) with short description (if applicable)*

Key Activities		Key Partner(s)	Costs		Time	
1.	Insert key activity (Sample: Project Administration and Ramp-Up) with description (if applicable)		Year 1:	\$ Insert cost	Start Date:	MM/DD/YY
			Year 2:			
			Year 3:			
			Year 4:		End Date:	MM/DD/YY
			Year 5:			
			TOTAL:			
	Milestones		Insert milestone(s) (Sample: Assign project management roles and responsibilities to relevant staff (MM/DD/YY))			
Deliverables		Insert deliverable(s) (Sample: Hired one new staff member)				
2.			Year 1:		Start Date:	
			Year 2:			
			Year 3:			
			Year 4:		End Date:	
			Year 5:			
			TOTAL:			
	Milestones					
Deliverables						
3.			Year 1:		Start Date:	
			Year 2:			
			Year 3:			
			Year 4:		End Date:	
			Year 5:			
			TOTAL:			

	Milestones	•				
	Deliverables	•				
Project Goal 2:						
Key Activities		Key Partner(s)	Costs		Time	
1.			Year 1:		Start Date:	
			Year 2:			
			Year 3:			
			Year 4:		End Date:	
			Year 5:			
			TOTAL:			
	Milestones		•			
	Deliverables		•			
	2.			Year 1:		Start Date:
Year 2:						
Year 3:						
Year 4:					End Date:	
Year 5:						
TOTAL:						
Milestones		•				
Deliverables		•				
3.				Year 1:		Start Date:
	Year 2:					
	Year 3:					
	Year 4:				End Date:	
	Year 5:					
	TOTAL:					

	Milestones	•				
	Deliverables	•				
Project Goal 3:						
Key Activities		Key Partner(s)	Costs		Time	
1.			Year 1:		Start Date:	
			Year 2:			
			Year 3:			
			Year 4:		End Date:	
			Year 5:			
			TOTAL:			
	Milestones	•				
	Deliverables	1.				
	2.			Year 1:		Start Date:
Year 2:						
Year 3:						
Year 4:					End Date:	
Year 5:						
TOTAL:						
Milestones		•				
Deliverables		•				
3.				Year 1:		Start Date:
	Year 2:					
	Year 3:					
	Year 4:				End Date:	
	Year 5:					
	TOTAL:					

	Milestones	•
	Deliverables	1.

Please Note: Applicants may replicate this chart in order to submit information on all activities and deliverables proposed during the period of performance.

APPENDIX D: SUGGESTED ABSTRACT FORMAT

Applicants may tailor this template as needed to fit your proposed application, but it must include the information indicated below.

Lead Applicant Organization Name:
Lead Applicant Entity Type (Select One): National or community-based nonprofit organizations targeting advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations related to renewable energy, transportation, and/or broadband infrastructure sectors including nonprofit trade, industry, or employer associations representing the identified industries or sectors; Labor unions, labor-management organizations, and worker organizations that represent workers in the identified industries or sectors; Education/Training Provider(s): One or more public or private nonprofit education and training providers, including institutions of higher education as defined in Section 101(a) of the Higher Education Act of 1965 (20 U.S.C. 1001); HBCUs, TCUs, and MSIs including PBIs, HSIs, NANTIs, ANNHIs, and AANAPISIs; community and technical colleges and systems; nonprofit and community-based organizations that offer job training, including those organizations that provide training programs included on the State’s Eligible Training Provider List under WIOA; Workforce Development Entities involved in administering the public workforce system established under WIOA, including State and Local WDBs and Indian and Native American Program entities eligible for funding under WIOA Section 166 (29 U.S.C. 3221); Economic Development Agencies, including the District Organization of an EDA-designated Economic Development District (EDD); Native American Tribal Governments (Federally recognized) which are defined as the recognized governing bodies of any Indian or Alaska Native tribe, band, nation, pueblo, village, community, component band, or component reservation, individually identified (including parenthetically) in the list published most recently as of the date of enactment of this paragraph pursuant to section 104 of the Federally Recognized Indian Tribe List Act of 1994 (25 U.S.C. 5131); and State, county, and local governments, including cities and townships, and State Workforce Agencies (State government agencies that receives funds pursuant to the

Wagner-Peyser Act (29 U.S.C. 49 et seq.) to administer the state's public labor exchange activities or the lead state agency responsible for the administration of WIOA title I activities).	
Lead Applicant Location: City and State	
REQUIRED PARTNERS: The application must identify and include the types of entities listed below, which collectively form the “DOL Building Pathways to Infrastructure Jobs Grant Program Partnership,” and any optional partners that support the goals of the DOL Building Pathways to Infrastructure Jobs Grant Program Partnership. Note: Signed and dated Letters of Commitment or Memoranda of Understanding between the applicant and all required and optional partner organizations listed below must be provided to receive points.	
EMPLOYER PARTNERS • Development Track ○ A representative group, and no less than two (2) employer partners who are committed to hiring opportunities for participants and/or an industry/trade association that represents at least 2 employers in the service area who are committed to hiring opportunities for participants trained through the grant. • Scaling Track ○ A representative group, and no less than four (4) employer partners who are committed to hiring opportunities for participants trained through the grant and who support the employment needs of the skilled workforce being created in those service areas. An applicant may meet this employer partnership requirement by partnering with one or more industry/trade associations that represent multiple employers who are committed to hiring opportunities for participants trained through the grant and operate in the identified service areas.	
Name of Employer Partners/Industry/Trade Association:	

EDUCATION OR TRAINING PARTNERS List of at least one (1) education or training partner.	
Name of Education or Training Providers:	
Name of the State Apprenticeship Agencies (SAAs): Applicants proposing RAPs in states with federally recognized State Apprenticeship Agencies (SAAs) must include the SAA as a partner. <i>(Required only if applicant is proposing to provide RAP training.)</i>	
Name of Entities Involved in Administering the Workforce Development System involved in administering the public workforce system established under the Workforce Innovation and Opportunity Act (WIOA), including State and Local Workforce Development Boards and Indian and Native American Program entities eligible for funding under WIOA Section 166 (29 U.S.C. 3221).	
Worker Organizations, Labor-Management Organizations, or Labor Unions representing workers in the Advanced Manufacturing, Information Technology, and/or Professional, Scientific, Technical Services occupation(s).	
OPTIONAL PARTNERS:	
Name of Optional Partner(s):	Type of Organization:

Geographic Scope: • Identify scope: local/regional, statewide, or national • Identify specific location(s) where grant services will be provided: cities, counties, or state(s) • Does the area to be served include smaller or rural communities as defined in the FOA?	
Total Federal Funding Requested (total 5-year period):	
Total Leveraged Funds Proposed (total 5-year period): (Development Track Only)	
Total Match Proposed (total 5-year period): (Scaling Track Only)	
Project Title/Name:	
Proposed Number of Participants Who Start Training. Must align with the target proposed for Tracking Indicator #2 in the Performance Outcome Measures and Tracking Indicators Table (Appendix B).	
Summary of Project Purpose and Employment and Training Activities Offered:	
Targeted Population(s) to be Served: Unemployed, underemployed, and/or incumbent workers. Within these three target groups, applicants may also describe other populations such as historically marginalized and underrepresented populations, including women in nontraditional infrastructure occupations, people of color, justice-impacted individuals, individuals with disabilities, veterans, military spouses, transitioning service members, and other populations with employment barriers that hinder movement into middle- to high-skilled advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations that support renewable energy, transportation and/or broadband infrastructure sectors.	

Training Track (select one):

- 1) **Development Track**
- 2) **Scaling Track**

Targeted Infrastructure Sector(s): (Select from renewable energy, transportation, and/or broadband)

Targeted H-1B Occupations (Must match occupations listed in application)

- List applicable occupations along career pathways leading to middle- to high-skilled advanced manufacturing, information technology, and/or professional, scientific, and technical services occupations that support renewable energy, transportation, and/or broadband infrastructure sectors (See Appendix A):

Specify occupation(s): _____

and/or

- H-1B occupation(s) for which a significant number of H-1B visas have been certified (**Note:** Applicants must provide data showing that the occupation is in-demand in the proposed service area, on a career pathway to a middle- to high-skilled occupation for which a significant number of H-1B visas have been certified with verifiable data such as DOL's Foreign Labor Certification Data Center), and supporting the renewable energy, transportation or broadband sectors:

Specify occupation(s): _____

Recognized Postsecondary Credential(s) Offered:

Subrecipient roles: List all subrecipients and the roles (activities) they will fill on the proposed project. Roles should be aligned to proposed workplan.	
Public Contact Information:	Name, Title:
	Address:
	Phone Number:
	Email Address:

APPENDIX E: KEY DEFINITIONS

For the purpose of this FOA, the following key terms are defined for applicants:

Advanced Manufacturing – The use of innovative technologies to create existing products and the creation of new products. Advanced manufacturing can include production activities that depend on information, automation, computation, software, sensing, and networking. [47]

Career pathway program – Offer a clear sequence, or pathway, of education coursework and/or training credentials aligned with employer-validated work readiness standards and competencies, and integrate academic and occupational skills training.

Career pathway system – The cohesive combination of partnerships, resources and funding, policies, data, and shared accountability measures that support the development, quality, scaling, and dynamic sustainability of career pathways and programs for youth and adults. To realize the potential of career pathways, stakeholders must work simultaneously and iteratively on both the programmatic and systems levels.

Economic Development District (EDD) – Multi-jurisdictional entities, commonly composed of multiple counties and in certain cases even cross-state borders, which are recognized by the Department of Commerce’s Economic Development Agency. They help lead the locally-based, regionally driven economic development planning process that leverages the involvement of the public, private and non-profit sectors to establish a strategic blueprint (i.e., an economic development roadmap) for regional collaboration. [48]

Equity – For the purposes of this FOA, the term “equity” means the “consistent and systematic treatment of all individuals in a fair, just, and impartial manner, including individuals who belong to communities that often have been denied such treatment, such as Black, Latino, Indigenous and Native American, Asian American, Native Hawaiian, and Pacific Islander persons and other persons of color; members of religious minorities; women and girls; LGBTQI+ persons; persons with disabilities; persons who live in rural areas; persons who live in United States Territories; persons otherwise adversely affected by persistent poverty or inequality; and individuals who belong to multiple such communities.”

Equity gap – A significant and persistent inequity or disparity in the employment or educational opportunities offered to individuals who belong to one of the underserved communities described in Executive Order 14091.

Evidence-based training models – Training models for which strong supporting data exists that reinforces their use as effective job training approaches for participants to obtain and retain employment, as well as achieve wage increases. Examples of evidence-based training models may include but are not limited to On-the-Job Training (OJT), Registered Apprenticeship Programs (RAPs), and others. The Foundations for Evidence-Based Policymaking Act of 2018 (Evidence Act) and the Office of Management and Budget describes four interdependent components of evidence:

- **Foundational fact finding** is foundational research and analysis such as aggregate indicators, exploratory studies, descriptive statistics, and basic research.
- **Policy analysis** is the analysis of data, such as general-purpose survey or program-specific data, to generate and inform policy (e.g., estimating regulatory impacts and other relevant effects).
- **Program evaluation** is the systematic analysis of a program, policy, organization, or a component of these to assess effectiveness and efficiency.
- **Performance measurement** is the ongoing, systematic tracking of information relevant to policies, strategies, programs, projects, goals/objectives, and/or activities. [49]

High-skilled occupations – For purposes of this FOA, high-skilled occupations are generally those that require a bachelor’s degree or higher.

Information Technology – Information technology is generally defined by North American Industry Classification System (NAICS) codes 518210: Computing Infrastructure Providers, Data Processing, Web Hosting, and Related Services and 513210: Software Publishers:

1. **Computing Infrastructure Providers, Data Processing, Web Hosting, and Related Services** – This industry comprises establishments primarily engaged in providing computing infrastructure, data processing services, Web hosting services (except software publishing), and related services, including streaming support services (except streaming distribution services). Data processing establishments provide complete processing and specialized reports from data supplied by clients or provide automated data processing and data entry services. Illustrative examples include: Application hosting, Cloud storage services, Computer data storage services, Computing platform infrastructure provision, Infrastructure as a service (IaaS), Optical scanning services, Platform as a service (PaaS), Video and audio technical streaming support services, and Web hosting. [50]
2. **Software Publishers** – This industry comprises establishments primarily engaged in software publishing. Establishments in this industry carry out operations necessary for producing and distributing computer software, such as designing, providing documentation, assisting in installation, and providing support services to software purchasers. These establishments may design, develop, and publish, or publish only. These establishments may publish and distribute software through subscriptions and/or downloads. [51]

Middle-skilled occupations – For purposes of this FOA, middle-skilled occupations are generally those that require some significant education and training beyond high school, but less than a bachelor’s degree (such as a recognized postsecondary credential or Registered Apprenticeship Program).

Professional, Scientific, and Technical Services – As defined by the North American Industry Classification System (NAICS), the Professional, Scientific, and Technical Services sector comprises establishments that specialize in performing professional, scientific, and technical activities for others. These activities require a high degree of expertise and training. The establishments in this sector specialize according to expertise and provide these services to clients in a variety of industries and, in some cases, to households. Activities performed include but are not limited to: architectural, engineering, and specialized design services; computer services; consulting services; research services; and other professional, scientific, and technical services. [52]

Reasonable accommodation – Under [Title I of the Americans with Disabilities Act \(ADA\)](#), a reasonable accommodation is a modification or adjustment to a job, the work environment, or the way things are usually done during the hiring process. These modifications enable an individual with a disability to have an equal opportunity not only to get a job, but successfully perform their job tasks to the same extent as people without disabilities. The ADA requires reasonable accommodations as they relate to three aspects of employment: 1) ensuring equal opportunity in the application process; 2) enabling a qualified individual with a disability to perform the essential functions of a job; and 3) making it possible for an employee with a disability to enjoy equal benefits and privileges of employment. [53]

Smaller/Rural Communities – For the purposes of this grant program smaller and rural communities include:

1. All non-metro counties;
2. All metro census tracts with Rural-Urban Commuting Area (RUCA) codes 4-10;
3. Large area metro census tracts of at least 400 square miles in area with population density of 35 or less per square mile with RUCA codes 2-3;
4. All outlying metro counties without an Urbanized Area (UA) to be rural; or
5. Any federally recognized Indian Tribe

(See Health Resources & Services Administration (HRSA)’s Federal Office of Rural Health Policy (FORHP) at <https://www.hrsa.gov/rural-health/about-us/what-is-rural>) [54]

Scaling effective sector strategy programs – For the purpose of this FOA, the phrase “scaling effective sector strategy programs” means broadening the geographic scope of an effective sector training program which has documentation to demonstrate its success. Documentation of effective sector training programs may include, but is not limited to, data that shows employment outcomes and wage progression for training program participants or other relevant performance outcome data tied to the model, or third-party evaluations or reports related to the model implemented, among others. For the purposes of this FOA, programs developed under the Scaling Track will be scaled (e.g., implementing a currently successful statewide sector program to a broader national level) in one of the following ways:

1. Scale an existing local/regional model to an entire economic region or EDD;

2. Scale an existing local/regional model to a statewide geographic scope;
3. Scale an existing statewide model to a national geographic scope; or
4. Further scale a current national model that encompasses multiple economic regions or EDDs into additional states.

Sector strategy – Career pathway education and training programs align with the skill needs of industries important to the regional or state economies in which they are located and reflect the fact that employers in the targeted industry sectors are actively engaged in determining the skill requirements for employment or career progression in high-demand occupations.

Underserved communities – Populations, as well as geographic communities, that have been systematically denied the opportunity to participate fully in aspects of economic, social, and civic life, as defined in Executive Orders 13985 and 14020.

Worker-centered sector strategy – A worker-centered sector strategy is a systems approach to workforce development that involves a public-private partnership that creates a comprehensive infrastructure of support for the infrastructure-related industry in which employers; education and training providers; labor unions, labor-management partnerships, and other worker organizations; workforce development entities; and workers collaboratively address infrastructure occupation needs in real time and prepare for the future of work with a focus on equity; job quality; and attracting, training, hiring, and retaining skilled workers, especially from underserved communities. By engaging worker voices, this approach ensures workforce development and employment opportunities are accessible to and shaped by marginalized communities—including communities of color and low-paid workers—and offer jobs with family-sustaining wages and benefits, ensure workplaces are safe and healthy, and that workers have agency and voice and are treated with dignity and respect.

Worker-centered sector partnership – Public-private partnership that creates a comprehensive system of support for the industry, in which employers, education and training providers, labor unions, workforce development entities, and workers collaboratively develop training strategies to address occupations in renewable energy, transportation, or broadband infrastructure sectors in real time and prepare for the future of work.

Worker voice – Employing strategies that may include but are not limited to giving workers a free and fair choice to join and form a union; consulting workers on the development and implementation of workplace safety and health plans; and creating a mechanism to solicit feedback from workers in the design and implementation of the training program.

APPENDIX F: ADDITIONAL RESOURCES

The Department encourages applicants to review the following resources, as relevant, when developing their proposals.

Bipartisan Infrastructure Law

Building a Better America

https://www.whitehouse.gov/build/?utm_source=build.gov

Bipartisan Infrastructure Law

<https://www.whitehouse.gov/bipartisan-infrastructure-law/>

Advancing Equitable Workforce Development for Infrastructure Jobs: A Guide to Selected Federal Resources

<https://www.whitehouse.gov/build/equitable-infrastructure-workforce/>

Bipartisan Infrastructure Law (BIL) Maps Dashboard

<https://d2d.gsa.gov/report/bipartisan-infrastructure-law-bil-maps-dashboard>

Career Pathways

Training and Employment Notice (TEN) 08-22, Building Pathways to Infrastructure Careers: Framework for Preparing an Infrastructure Workforce

Released October 21, 2022

<https://www.dol.gov/agencies/eta/advisories/ten-08-22>

A Meta-Analysis of 46 Career Pathways Impact Evaluations

Peck, L. R., et al., Abt Associates, 2021

<https://www.abtassociates.com/insights/publications/report/meta-analysis-of-46-career-pathways-impact-evaluations>.

New Insights on Career Pathways: Evidence from a Meta-Analysis

Strawn, J., et al., Abt Associates, 2021

https://wdr.doleta.gov/research/FullText_Documents/ETAOP2022-04_Meta-Analysis_Brief_v5_11-24-21_508c.pdf.

Appendix: Healthcare, Early Care and Education, Information Technology, and Production/Manufacturing Career Trajectories and Occupational Transition Findings (A Meta-Analysis of 46 Career Pathways Impact Evaluations)

Peck, L. R., et al., Abt Associates, 2021

<https://www.abtassociates.com/insights/publications/report/meta-analysis-of-46-career-pathways-impact-evaluations>.

Building Better Pathways: An Analysis of Career Trajectories and Occupational Transitions

Schwartz, D., et al., Abt Associates, 2021

https://wdr.doleta.gov/research/FullText_Documents/Building%20Better%20Pathways_CTOT_Final%20Report.pdf.

Registered Apprenticeship Programs

Achieving Apprenticeship Program and Apprentice Registration Targets: Grantee Outcomes from the American Apprenticeship Initiative

Fumia, D., et al., Abt Associates & MEF Associates, 2022

<https://wdr.doleta.gov/research/details.cfm?q=&id=2703>.

Implementing Registered Apprenticeship Programs: Experiences of 10 American Apprenticeship Initiative Grantees

Copson, E., et al., Abt Associates, Capital Research Corporation, MEF Associates, & Urban Institute, 2021

<https://wdr.doleta.gov/research/details.cfm?q=&id=2696>.

Expanding Registered Apprenticeship in the United States: Description of American Apprenticeship Initiative Grantees and Their Programs

Gardiner, K., et al., Abt Associates & Urban Institute, 2021

<https://wdr.doleta.gov/research/details.cfm?q=&id=2677>.

Sector Strategies

Sector Strategies Resources

<https://businessengagement.workforcegps.org/resources/2016/08/16/15/22/Sector-Strategies-Resources>

Sector Training Strategies During the COVID-19 Pandemic

Bellotti, Jeanne, Brittany English, and Alicia Harrington. “Adapting Sector Training Strategies During the COVID 19 Pandemic: Lessons from America's Promise Partnerships.” Princeton, NJ: Mathematica, September 2021.

https://wdr.doleta.gov/research/FullText_Documents/ETAOP2021-28_Sector_Training_Strategies_COVID-19_Lessons_America%E2%80%99s_Promise_Partnerships_Issue_Brief_508.pdf

END NOTES

- [1] <https://www.osha.gov/workers>
- [2] <https://www.dol.gov/general/workcenter>
- [3] <https://www.congress.gov/bill/117th-congress/house-bill/3684>
- [4] <https://www.whitehouse.gov/bipartisan-infrastructure-law/>
- [5] <https://www.whitehouse.gov/briefing-room/statements-releases/2022/08/09/fact-sheet-chips-and-science-act-will-lower-costs-create-jobs-strengthen-supply-chains-and-counter-china/>
- [6] <https://www.whitehouse.gov/briefing-room/statements-releases/2022/08/09/fact-sheet-chips-and-science-act-will-lower-costs-create-jobs-strengthen-supply-chains-and-counter-china/>
- [7] <https://www.whitehouse.gov/briefing-room/statements-releases/2022/08/09/fact-sheet-chips-and-science-act-will-lower-costs-create-jobs-strengthen-supply-chains-and-counter-china/>
- [8] <https://www.whitehouse.gov/briefing-room/statements-releases/2022/08/19/fact-sheet-the-inflation-reduction-act-supports-workers-and-families/>
- [9] <https://www.bluegreenalliance.org/site/9-million-good-jobs-from-climate-action-the-inflation-reduction-act/>

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- [11] <https://www.whitehouse.gov/omb/briefing-room/2022/04/20/how-build-america-buy-america-guidance-strengthens-made-in-america-requirements/>
- [12] <https://www.whitehouse.gov/briefing-room/statements-releases/2022/08/19/fact-sheet-the-inflation-reduction-act-supports-workers-and-families/>
- [13] <https://www.transportation.gov/briefing-room/doe-and-dot-launch-joint-effort-build-out-nationwide-electric-vehicle-charging>
- [14] <https://www.energy.gov/articles/doe-fact-sheet-bipartisan-infrastructure-deal-will-deliver-american-workers-families-and-0>
- [15] <https://www.whitehouse.gov/build/>
- [16] <https://www.epi.org/publication/iiija-budget-reconciliation-jobs/>
- [17] <https://www.whitehouse.gov/bipartisan-infrastructure-law/>
- [18] <https://www.whitehouse.gov/build/>
- [19] <https://www.epi.org/publication/iiija-budget-reconciliation-jobs/>
- [20] <https://www.bls.gov/iag/tgs/iag54.htm>
- [21] <https://www.whitehouse.gov/build/>
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- [23] <https://www.whitehouse.gov/bipartisan-infrastructure-law/>
- [24] [https://www.epa.gov/newsreleases/epa-report-shows-disproportionate-impacts-climate-change-socially-vulnerable#:~:text=WASHINGTON%20\(Sept.,%2C%20flooding%2C%20and%20other%20impacts.](https://www.epa.gov/newsreleases/epa-report-shows-disproportionate-impacts-climate-change-socially-vulnerable#:~:text=WASHINGTON%20(Sept.,%2C%20flooding%2C%20and%20other%20impacts.)
- [25] <https://www.whitehouse.gov/bipartisan-infrastructure-law/>
- [26] <https://www.whitehouse.gov/bipartisan-infrastructure-law/>
- [27] <https://www.epi.org/publication/iiija-budget-reconciliation-jobs/>
- [28] <https://www.whitehouse.gov/build/>
- [29] <https://www.whitehouse.gov/bipartisan-infrastructure-law/>
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- [31] Office of Foreign Labor Certification, *Labor Conditions Application Specialty Occupations Labor Condition Program Industries Profile -FY 2022, March 31, 2022*
- [32] https://www.labor.ucla.edu/wp-content/uploads/2021/05/Eval-Report_The-High-Road_UCLA-Labor-Center_FINAL.pdf
- [33] https://cwdb.ca.gov/wp-content/uploads/sites/43/2020/08/OneSheet_HRTP_ACCESSIBLE.pdf
- [34] https://cwdb.ca.gov/wp-content/uploads/sites/43/2020/08/OneSheet_HRTP_ACCESSIBLE.pdf
- [35] https://www.labor.ucla.edu/wp-content/uploads/2021/05/Eval-Report_The-High-Road_UCLA-Labor-Center_FINAL.pdf
- [36] Executive Order 14091 on *Further Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*<https://www.federalregister.gov/documents/2023/02/22/2023-03779/further-advancing-racial-equity-and-support-for-underserved-communities-through-the-federal>
- [37] Executive Order 14091 on *Further Advancing Racial Equity and Support for Underserved Communities Through the Federal*

- Government <https://www.federalregister.gov/documents/2023/02/22/2023-03779/further-advancing-racial-equity-and-support-for-underserved-communities-through-the-federal>
- [38] Executive Order 14091 on *Further Advancing Racial Equity and Support for Underserved Communities Through the Federal Government* <https://www.federalregister.gov/documents/2023/02/22/2023-03779/further-advancing-racial-equity-and-support-for-underserved-communities-through-the-federal>
 - [39] <https://www.dol.gov/agencies/oasp/evaluation/completedstudies/career-pathways-descriptive-and-analytical-project>
 - [40] <https://www.dol.gov/agencies/oasp/evaluation/completedstudies/career-pathways-descriptive-and-analytical-project>
 - [41] https://www.dol.gov/sites/dolgov/files/OASP/evaluation/pdf/A%20Meta-Analysis%20of%2046%20Career%20Pathways%20Impact%20Evaluations_final%20report.pdf
 - [42] <https://www.dol.gov/sites/dolgov/files/goodjobs/Good-Jobs-Summit-Principles-Factsheet.pdf>
 - [43] <https://www.dol.gov/sites/dolgov/files/goodjobs/Good-Jobs-Summit-Principles-Factsheet.pdf>
 - [44] https://www.researchgate.net/publication/319468158_A_Review_of_the_Literature_on_Structured_On-the-Job_Training_and_Directions_for_Future_Research
 - [45] <https://clear.dol.gov/Study/Testing-two-subsidized-employment-approaches-recipients-Temporary-Assistance-Needy-Families-0>
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 - [49] <https://www.whitehouse.gov/wp-content/uploads/2019/07/M-19-23.pdf>
 - [50] <https://www.census.gov/naics/?input=518210&year=2022&details=518210>
 - [51] <https://www.census.gov/naics/?input=513210&year=2022&details=513210>
 - [52] <https://www.bls.gov/iag/tgs/iag54.htm>
 - [53] <https://www.dol.gov/agencies/odep/program-areas/employers/accommodations>
 - [54] <https://www.hrsa.gov/rural-health/about-us/definition/index.html>

DOL Standard Federal Award Terms & Conditions – **FY 2021** NOTE: Individual grant agreements may contain terms and/or conditions which may differ somewhat from those in this sample template; therefore, each recipient must read, refer and adhere to the terms and conditions in any respective award document.

TERMS AND CONDITIONS

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1. Order of Precedence

In the event of any inconsistency between the terms and conditions of this Notice of Award (NOA) and other requirements, the following order of precedence shall apply:

- I. [enter applicable program authorizations/statute (i.e. WIOA)].
- II. Other applicable Federal statutes.
- III. Consolidated Appropriations Act 2021 (Public Law 116-260) dated December 27, 2020.
- IV. Implementing Regulations.
- V. Executive Orders and Presidential Memoranda.
- VI. The Office of Management and Budget (OMB) Guidance, including the Uniform Guidance at 2 CFR 200 and 2900.
- VII. The U.S. Department of Labor (DOL)/Employment and Training Administration (ETA) Directives.
- VIII. Terms and conditions of this award.

2. Notice of Award

a. Formula awards – non-WIOA (Wagner-Peyser, JVSF, SCSEP, etc.)

The funds that are provided under this NOA must be expended according to all applicable Federal statutes, regulations and policies, and the applicable provisions in the

appropriations act(s). The funds shall be obligated and allocated via a NOA grant modification. These obligations and expenditures may not exceed the amount awarded by the NOA modification unless otherwise modified by the ETA.

b. Formula awards – WIOA

The funds that are provided under this NOA must be expended according to all applicable Federal statutes, regulations and policies, including those of the Workforce Innovation and Opportunity Act (WIOA), the applicable approved WIOA State Plan (including approved modifications and amendments to the plan), and any waiver plan approved under WIOA Section 189(i)(3) or Workforce Flexibility (Workflex) plan approved under WIOA Section 190, the negotiated performance levels and policies established pursuant to the Secretary’s authority under WIOA Section 116, and the applicable provisions in the appropriations act(s).

The funds shall be obligated and allocated via a NOA grant modification. These obligations and expenditures may not exceed the amount awarded by the NOA modification unless otherwise modified by the ETA.

c. Discretionary awards

The funds shall be obligated and allocated via a NOA grant modification. These obligations and expenditures may not exceed the amount awarded by the NOA modification unless otherwise modified by the ETA.

3. Funding Opportunity Announcement for Discretionary awards and National programs awarded via competition [Discretionary]

The Funding Opportunity Announcement (FOA) and any amendments found at [\[insert hyperlink\(s\)\]](#) are hereby incorporated into this NOA. Award recipients are bound by the authorizations, restrictions, and requirements contained in the FOA. Therefore, the expenditure of grant funds by the award recipient certifies that your organization has read and will comply with all the parts that are contained in the NOA.

4. Administrative Law Judge Removal of Award [WIOA]

By drawing down funds, your organization as the award recipient agrees to the provisions of 20 CFR 683.820(b)(6), which states:

“Any organization selected and/or funded under WIOA Title I, Subtitle D, is subject to having its award removed if an Administrative Law Judge (ALJ) decision so orders. As part of this process, the Grant Officer will provide instructions on transition and closeout to both the newly selected grant recipient and to the grant recipient whose positions is affected or which is being removed.”

5. Federal Project Officer

The DOL/ETA Federal Project Officer (FPO) for this award is:

Name:
Telephone:
E-mail:

The FPO is not authorized to change any of the terms or conditions of the award, or approve prior approval requests. Any changes to the terms or conditions or prior approvals must be approved by the Grant Officer through the use of a formally executed award modification process.

6. Indirect Cost Rate and Cost Allocation Plan

Indirect (facilities & administrative (F&A)) costs means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. Direct costs, by contrast, can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Identification with the Federal award rather than the nature of the goods and services involved is the determining factor in distinguishing direct from indirect (F&A) costs of Federal awards.

If the DOL serves as the Federal Cognizant Agency (FCA) for the grant award recipient, then the grant recipient must work with DOL's Cost & Price Determination Division (CPDD), which has delegated authority to negotiate and issue a Negotiated Indirect Cost Rate Agreement (NICRA) or Cost Allocation Plan (CAP) on behalf of the Federal Government. More information about the DOL's CPDD is available at <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division>. This website has guidelines to develop indirect cost rates, links to the applicable cost principles, and contact information. The CPDD also has Frequently Asked Questions to provide general information about the indirect cost rate approval process and due dates for provisional and final indirect cost rate proposals at <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division/faq>.

If a new NICRA is issued during the grant's period of performance, it must be provided to DOL within 30 days of issuance. Funds may be re-budgeted as necessary between direct cost categories as long as it is consistent with the Budget Flexibility term within this agreement, grant requirements, and DOL regulations on prior approval. However, the total amount of the grant award will not be increased.

___ A. A federally approved NICRA or federally approved CAP covering a portion of the grant period of performance is attached.

Regarding only the NICRA:

(1) Indirect Rate approved: %

(2) Type of Indirect Cost Rate: _____ (i.e. Provisional/Predetermined/Fixed)

- (3) Allocation Distribution Base: _____
 (4) Current beginning and ending period applicable to rate: _____

Estimated Indirect Costs are shown on the SF-424A budget form.

___ B. (1)_____The provided NICRA or CAP approved by the FCA does not cover a portion of the period of performance, or

(2)_____Indirect costs are being claimed on the SF-424A, however an indirect cost rate proposal or CAP has not yet been submitted for approval to the FCA.

URGENT NOTICE: Estimated indirect costs have been specified on the SF-424A, Section B, Object Class Category “j”, however only \$*[If B is not selected, enter N/A. If B is selected, enter the de minimis rate of 10% of Modified Total Direct Costs (MTDC)]* will be released to support the indirect costs in the absence of a NICRA or CAP approved by the FCA. The remaining funds which have been awarded for Indirect Costs are restricted and may not be used for any purpose until the recipient provides a signed copy of the NICRA or CAP and receive documentation stating that the restriction is lifted by the Grant Officer. Upon receipt of the NICRA or CAP, the Grant Officer will issue a grant modification to the award to remove the restriction on those funds.

As the grant award recipient, the grant recipient must submit an indirect cost rate proposal or CAP. If the FCA for indirect costs is DOL, these documents should be submitted to the DOL’s Cost & Price Determination Division (CPDD) (see <https://www.dol.gov/agencies/oasam/centers-offices/office-of-the-senior-procurement-executive/cost-price-determination-division>). Otherwise, they should be submitted to the grant award recipient’s FCA. Alternatively, the grant recipient may request the de minimis rate if eligible (see section D. below). In addition, the recipient must notify the FPO that the documents have been submitted to the appropriate FCA.

If the grant recipient does not submit a NICRA proposal within 90 days of award, they will be limited to the de minimis rate of 10% of Modified Total Direct Costs (MTDC). See section D. below for more details and definitions.

___ C. The grant award recipient elected to exclude indirect costs from the proposed budget. Please be aware that incurred indirect costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are indirect costs. Only direct costs, as defined by the applicable cost principles, will be charged. According to 2 CFR 200.412, if indirect costs are misclassified as direct costs, such costs may become disallowed through an audit.

- ___ D. The grant award recipient does not have a current negotiated (including provisional) rate and may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. A governmental department or agency unit that receives more than \$35 million in direct Federal funding must submit its indirect cost rate proposal to its cognizant agency for indirect costs and cannot request a de minimis rate. This methodology must be used consistently for all Federal grant awards until such time as the grant award recipient chooses to negotiate for an indirect cost rate, which the grant recipient may apply to do at any time. See 2 CFR 200.414(f) for more information on use of the de minimis rate. Please be aware that incurred indirect type costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are recovered as part of charging the de minimis rate.

[All ETA awards]

All grant recipients with an approved NICRA or de minimis rate must report indirect costs on their **FINAL** ETA-9130 Report. If a grant recipient has a NICRA and a CAP, only the indirect costs tied to the NICRA are reported on the ETA-9130 Report. The grant recipient may refer to Training and Employment Guidance Letter (TEGL) 20-19 and https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/ETA-9130_Financial_Reporting_Resources.pdf for additional guidance.

[All ILAB, ODEP, and VETS awards]

All grant recipients with an approved NICRA or de minimis rate must report indirect costs on their **FINAL** SF-425 Federal Financial report. If a grant recipient has a NICRA and a CAP, only the indirect costs tied to the NICRA are reported on the SF-425 Report.

7. Approved Statement of Work **[Discretionary awards and National programs awarded via competition]**

This project's narrative is the approved SOW. It has been included as Attachment D. If there is any inconsistency between the project narrative and the program statute, appropriation, regulations, Executive Orders, Uniform Guidance, and DOL/ETA directives, the order of precedence (as described in Section 1. above) will prevail.

8. Approved Budget

The grant award recipient's budget documents are attached in this NOA. The documents are: 1) the SF-424, included as Attachment A; 2) the SF-424 A, included as Attachment B; and 3) the Budget Narrative, included as Attachment C. The grant award recipient must confirm that all costs are allowable, reasonable, necessary, and allocable before charging any expense. Pursuant to 2 CFR 2900.1, the approval of the budget as awarded does not constitute prior approval of those items specified in 2 CFR part 200 or as a part of the grant award as requiring prior approval. The Grant Officer is the only official with the authority to provide such approval.

Any changes to the budget that impact the Statement of Work (SOW) and agreed upon outcomes or deliverables will require a request for modification and prior approval from the Grant Officer.

If the period of performance will include multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance terms and conditions of the Federal award.

a. Submission of Budget Information [for INA 2014]

As the grant award recipient, the grant recipient must submit the information from the budget found in the documents identified below for Comprehensive Services Program (CSP) and Supplemental Youth Services Program (SYSP) funding allotments within 30 days of designation.

In addition, the grant award recipient must confirm that all costs are allowable before making expenditures. The approval of the budget as awarded does not constitute prior approval of those items requiring prior approval, including those items that are specified in the cost principles or this grant award as “requiring prior approval.” The Grant Officer is the only official with the authority to provide prior written approval.

9. Return of Funds

DOL/ETA does not accept paper checks for any type of returned funds. For active grants, all returns of funds are to be submitted electronically through the PMS operated by the U.S. Department of Health and Human Services (HHS) via the same method as a drawdown. For grants that have been cancelled or are expired (typically older than five years), incoming payments, including returns and recoveries to DOL, must be made via the Pay.gov website (<https://www.pay.gov/public/form/start/177233981>).

If there are questions regarding the return of funds or your organization no longer has access to PMS, contact the DOL, ETA, Office of Financial Administration via email at: ETA-ARteam@dol.gov for further assistance.

10. Evaluation, Data, and Implementation

As the grant award recipient, the grant recipient must cooperate during the implementation of a third-party evaluation. This means providing DOL or its authorized contractor with the appropriate data and access to program operating personnel and participants in a timely manner.

11. Restrictions

[These restrictions can be customized to fit each situation. The language in sections a., b., and c. immediately below is sample language for common scenarios.]

a. Restricted Drawdowns

This grant award is issued subject to the following special conditions:

1. Federal funds for this grant award will be released upon the receipt, review and approval of the documents cited in the **Other Requirements** shown in subsection b. below.
2. No Federal funds may be expended or drawn down from the PMS until the recipient has received written approval from ETA in the form of a revised NOA.

b. Other Requirements

[If also adding REQUIREMENTS, insert the following: “See subsection XX under section 14, Program Requirements, for additional restrictions.”]

This grant award is issued with the following requirements:

1. Office of Grants Management (OGM)
 - a. The grant recipient must submit a revised program budget summary, narrative and/or supporting documentation requested by [specialist], Grants Management Specialist via e-mail by [date].
 - b. The grant recipient must submit revised programmatic documentation requested by [FPO], FPO via e-mail by [date].

c. Restrictions Rescinded

This revision rescinds the restrictions on the grant award dated [date] restricting the expenditure of funds. All funds that are awarded in the NOA dated [date] are now available for expenditure. All terms and conditions from the NOA and email dated [date] sent from [sender] remain in effect.

12. Cost Limitation Restrictions

a. Administrative Costs [if applicable]

[WIOA formula]

Administrative costs are defined in the WIOA at 20 CFR 683.215. Limitations on administrative costs are described at 20 CFR 683.205. Under no circumstances may the administrative costs exceed these limits. The grant recipient will be monitored for compliance with the administrative cost limits throughout the grant’s period of performance. Any amounts that exceed these limitations will be disallowed and subject to debt collection.

[Discretionary Awards that have a percentage specified under WIOA or other statute (such as YouthBuild) or applicable regulations. If not, do not include.]

Administrative costs are defined in the WIOA at 20 CFR 683.215. There is a % limitation on administrative costs on funds awarded under this grant. Under no circumstances may administrative costs exceed this limit. The grant recipient will be monitored for compliance with the administrative cost limit throughout the grant's period of performance. Any amounts found exceeding this limitation at closeout will be disallowed and subject to debt collection.

[Senior Community Service Employment Program (SCSEP)]

The administrative costs under this grant are not to exceed 13.5% of the grant award. If necessary, certain exceptions can raise this limit to up to 15% of the grant amount, but only with prior written approval from the Grant Officer. Administrative costs, as defined in Section 502(c)(4) of the Older Americans Act (42 U.S.C. 3056(c)(4)), are the costs of personnel-related and non-personnel-related and direct and indirect, associated with the following: (A) The costs of performing general administrative functions and providing for the coordination of functions, such as the costs of—(i) accounting, budgeting, and financial and cash management; (ii) procurement and purchasing; (iii) property management; (iv) personnel management; (v) payroll functions; (vi) coordinating the resolution of findings arising from audits, reviews, investigations, and incident reports; (vii) audits; (viii) general legal services; (ix) developing systems and procedures, including information systems, required for administrative functions; (x) preparing administrative reports; and (xi) other activities necessary for the general administration of government funds and associated programs. (B) The costs of performing oversight and monitoring responsibilities related to administrative functions. (C) The costs of goods and services required for administrative functions of the project involved, including goods and services such as rental or purchase of equipment, utilities, office supplies, postage, and rental and maintenance of office space. (D) The travel costs incurred for official business in carrying out administrative activities or overall management. (E) The costs of information systems related to administrative functions (such as personnel, procurement, purchasing, property management, accounting, and payroll systems), including the purchase, systems development, and operating costs of such systems. (F) The costs of technical assistance, professional organization membership dues, and evaluating results obtained by the project involved against stated objectives.

[Indian and Native American (INA) Program]

ETA has imposed a 15% limitation on administrative costs under this grant award. If necessary, certain exceptions can raise this limit to 20% of the award amount, but only with prior written approval from the Grant Officer. Failure to obtain such prior written approval may result in cost disallowance. Recipients will be monitored for compliance with the administrative cost limit throughout the grant's period of performance. Any amounts that exceed this limitation at closeout will be disallowed and subject to debt

collection. See 20 CFR 684.820 for further information on administrative costs under this award.

b. PY 2019 Administrative Costs Limit Change – Coronavirus Aid, Relief, and Economic Security (CARES) Act [WIOA title I Only]

Pursuant to Public Law 116-136 (the CARES Act), and notwithstanding WIOA section 128(b)(4), for PY 2019, not more than 20% of the total amount allocated to a local area may be used for the administrative costs of carrying out local workforce investment activities under WIOA Chapter 2 (Youth Workforce Investment Activities) and Chapter 3 (Adult and Dislocated Worker Employment and Training Activities), if the portion of the total amount of administrative costs that exceeds 10% of the total amount allocated is used to respond to a qualifying emergency.

c. PY 2019 Rapid Response Activities Change – CARES Act [WIOA title I only]

Pursuant to Public Law 116-136 (the CARES Act), the funds reserved by a Governor for PY 2019 for statewide activities under WIOA 128(a) that remain unobligated may be used for statewide rapid response activities as described in WIOA 134(a)(2)(A) for responding to a qualifying emergency.

d. Single Audit Submission Deadline Extension Related to COVID-19

In [OMB Memorandum M-20-17](#), OMB offered an extension of Single Audit submission deadlines for fiscal years ending June 30, 2020 to allow recipients and subrecipients a responsible transition to normal operations. This flexibility was extended through December 31, 2020 by [OMB Memorandum 20-26](#).

In [OMB Memorandum M-21-20](#), Appendix 3, Item IX, OMB has offered an additional extension of Single Audit submission deadlines for fiscal years ending June 30, 2021. Award recipients and subrecipients that have not yet filed their single audits with the Federal Audit Clearinghouse as of March 19, 2021 that have fiscal year-ends through June 30, 2021 may delay the completion and submission of the Single Audit reporting package, as required under 2 CFR 200.501 (Audit Requirements), to six (6) months beyond the normal due date. This extension does not require individual recipients and subrecipients to seek approval for the extension by the cognizant or oversight agency for audit; however, recipients and subrecipients should maintain documentation of the reason for the delayed filing.

e. Budget Flexibility

Grant recipients are not permitted to make transfers that would cause any funds to be used for purposes other than those consistent with this Federal program. Any budget changes that impact the SOW and agreed upon outcomes or deliverables require a request for modification and approval from the Grant Officer.

As directed in 2 CFR 200.308(e), for programs where the Federal share is over the Simplified Acquisition Threshold (SAT) (currently \$250,000), the transfer of funds among direct cost categories or programs, functions, and activities is restricted such that

if the cumulative amount of such transfers exceeds or is expected to exceed 10% of the total budget as last approved by the Federal awarding agency, the recipient must receive prior approval from the Grant Officer. Any changes within a specific cost category on the SF424(a) do not require a grant modification unless the change results in a cumulative transfer among direct cost categories exceeding 10% of total budget. It is recommended that the assigned FPO review any within-line changes to the grant award recipient's budget prior to implementation to ensure they do not require a modification.

For programs where the Federal share of the project is below the SAT of \$250,000, recipients are not required to obtain the Grant Officer's approval when transferring funds among direct cost categories.

[Program Year (PY) 2017 National Farmworker Jobs Program (NFJP) Housing grants]

*Grant recipients must request prior approval from the Grant Officer for any proposed changes to the permanent and temporary housing amounts that are listed in the NFJP PY 2017 Planning TEGL No. 23-16.

f. Cost Per Participant (CPP) [For COVID-19 DWGs only]

The grant recipient must adhere to any CPP amount that is specified in the approved budget narrative. Recipients are expected to track the average CPP throughout the project's lifecycle, and address this cost in the budget narrative when submitting modification requests for budget realignments or for additional funding.

If the recipient desires to increase its maximum CPP above that amount, the budget narrative must be modified. The request for modification must include a justification for the increased CPP and must be approved by the Grant Officer. The Grant Officer will review such requests on a case-by-case basis as part of the modification request.

[For COVID-19 Disaster Recovery DWGs]

CPP equals the total award divided by the number of planned grant participants. This metric accounts for all proposed grant costs across total projected enrollments (including applicable costs for grant administration, employment and training services, disaster-relief wages and fringe benefits, supportive services, etc.). However, it is possible (and allowable) that recipients could bill more than \$20,000 to this Disaster Recovery DWG for a single participant, depending upon the work performed and the length of their disaster relief employment. Participants employed in disaster-relief jobs must be paid the higher of the Federal, state, or local minimum wage, or the comparable rates of pay for other individuals employed in similar occupations by the same employer. In accordance with WIOA Section 181(a)(1)(A), generally, participants shall be compensated at the same rates, including periodic increases, as employees who are similarly situated in comparable occupations by the same employer and who have similar training, experience, and skills, and such rates shall be in accordance with applicable law, but in no event less than the higher of the rate specified in section 6(a)(1) of the Fair Labor

Standards Act of 1938 (29 U.S.C. 206(a)(1)) or the applicable State or local minimum wage law. Fringe benefits should be paid in accordance with the policies of the employer of record.

g. Consultants

For the purposes of this grant award, the ETA's Grant Officer has determined that fees paid to a consultant who provides services under a program shall be limited to \$750.00 a day (representing an eight-hour workday). Such costs must be reasonable, allocable and allowable to the program. Any fees paid in excess of this amount cannot be paid without prior approval from the Grant Officer.

h. Non-Federal Share (Match or Cost Share)

[For WIOA formula grants, Wagner-Peyser, UI, TAA and any other grants that do not include a match requirement]

This grant award does not include a match requirement.

[For SCSEP, YouthBuild, and any other ETA grants that include a match requirement]

This grant award includes a non-Federal share (match or cost share) equaling % of the total Federal share of costs. The costs that the recipient incurs in fulfilling its matching or cost-sharing requirement are subject to the same requirements, including the cost principles that are applicable to the use of Federal funds. Such costs must be reasonable, allocable and allowable to the program. In addition, those costs must adhere to the guidelines specified in 2 CFR 200.306, and be verifiable in the recipient's records with proof that prior approval where required was obtained. Match must be expended as required at 2 CFR 2900.8 before it can be recognized and reported as match on the ETA-9130 report. Whether in cash or in-kind, the non-Federal share is expected to adhere to the same cost limitations. The grant award recipient cannot claim a cost as both an allowable cost and as a match expenditure.

The match or cost-sharing requirement must be met at the time all such funds have been expended or the period of availability of such funds has expired, whichever comes first. If the required match is not met, grant recipients will be responsible for reimbursing ETA the amount of unmet match when the grant is closed. Cost share or match must be reported on the quarterly ETA-9130 financial report under the Recipient Share section.

[ILAB, ODEP or VETS awards with a match requirement]

This grant award includes a non-Federal share (match or cost share) equaling % of the total Federal share of costs. The costs that the recipient incurs in fulfilling its matching or cost-sharing requirement are subject to the same requirements, including the cost principles that are applicable to the use of Federal funds. Such costs must be reasonable, allocable and allowable to the program. In addition, those costs must adhere to the guidelines specified in 2 CFR 200.306, and be verifiable in the recipient's records with proof that prior approval where required was obtained. Whether in cash or in-kind, the non-Federal share is expected to adhere to the same cost limitations. The grant award recipient cannot claim a cost as both an allowable cost and as a match expenditure.

The match or cost-sharing requirement must be met at the time all such funds have been expended or the period of availability of such funds has expired, whichever comes first. If the required match is not met, grant recipients will be responsible for reimbursing Labor the amount of unmet match when the grant is closed. Cost share or match must be reported on the quarterly SF-425 Federal financial report under the Recipient Share section. Match must be expended as required at 2 CFR 2900.8 before it can be recognized and reported as match on the SF-425 report.

i. Travel

This award waives the prior approval requirement for domestic travel as contained in 2 CFR 200.475. For domestic travel to be an allowable cost, it must be necessary, allowable, reasonable, allocable and conform to the non-Federal entity's written policies and procedures. All travel must also comply with Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a U.S. Flag air carrier if service provided by such carrier is available.

j. Travel – Foreign

[Include for WIOA – Subtitle B]

Funds that are awarded and authorized to carry out an activity under WIOA, Subtitle B cannot be used for foreign travel.

[All other programs]

Foreign travel is not allowable except with prior written approval from the Grant Officer through the process described in 2 CFR 200.407 and 2 CFR 2900.16. All travel, both domestic and Grant Officer approved foreign travel, must comply with the Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a U.S. Flag air carrier if service provided by such carrier is available.

k. Travel – Mileage Reimbursement Rates

Pursuant to 2 CFR 200.475(a), all award recipients must have policies and procedures in place related to travel costs; however, for reimbursement on a mileage basis, this Federal grant award cannot be charged more than the maximum allowable mileage reimbursement rates for Federal employees. Mileage rates must be checked annually at www.gsa.gov/mileage to ensure compliance.

l. WIOA Infrastructure **[For WIOA and the programs listed below]**

WIOA, Section 121(b)(1)(B) and 20 CFR 678.400 require the following programs to be One-Stop partners:

- A. WIOA, Title I programs: Adult, Dislocated Worker, and Youth formula programs, Job Corps, YouthBuild, Native American programs, National Dislocated Worker Grants (DWG), and NFJP;

- B. Wagner-Peyser Act Employment Service (ES) program authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), as amended by WIOA, Title III;
- C. SCSEP authorized under Title V of the Older Americans Act of 1965;
- D. Trade Adjustment Assistance (TAA) activities authorized under Chapter 2 of Title II of the Trade Act of 1974;
- E. Unemployment Compensation (UC) programs;
- F. Jobs for Veterans State Grants (JVSG) programs authorized under Chapter 41 of Title 38, U.S.C.; and
- G. Reentry Employment Opportunities (REO) programs (formerly known as the Reintegration of Ex-Offenders Program (RExO) awarded prior to January 1, 2019 which were authorized under Section 212 of the Second Chance Act of 2007 (42 U.S.C. 17532).

With the exception of Native American programs established under WIOA, Section 166 all One-Stop partner programs, including all programs that are funded under Title I of WIOA, are required to contribute to the infrastructure costs and certain additional costs of the One-Stop delivery system in proportion to their use and relative benefits received, per 20 CFR 678.700 and 678.760. While Native American programs are not required to contribute to infrastructure costs per WIOA Section 121(h)(2)(D)(iv), they are strongly encouraged to contribute as stated in TEGL No. 17-16. The sharing and allocation of infrastructure costs between One-Stop partners is governed by WIOA Section 121(h), WIOA's implementing regulations, and the Federal Cost Principles contained in the Uniform Guidance at 2 CFR part 200 and DOL's exceptions at 2 CFR part 2900.

If not deemed a required one-stop partner, it is strongly recommended that the grant recipient partner with the local WIOA one-stop delivery system in its service area(s). The one-stop system can assist with referrals, labor market information, and many other services that will directly benefit the management and performance of your grant. The one-stop system also provides access to a wide range of publicly- and privately-funded education, employment, training, and supportive services while also providing high-quality customer service to job seekers, workers, and businesses.

13. Administrative Requirements

a. **For-Profit and Foreign Entities** [for grants awarded to for-profit or foreign entities]

Recipients of Federal Awards from DOL are included in the definition of Non-Federal Entity (NFE) for purposes of compliance with the Uniform Guidance found at 2 CFR 200 and 2900. OMB approved an exception for DOL at 2 CFR 2900.2, which defines Non-Federal Entity as a state, local government, Indian tribe, institution of higher education (IHE), for-profit entity, foreign public entity, foreign organization or nonprofit organization that carries out a Federal award as a recipient or subrecipient.

b. SF-424, Application for Federal Assistance, and SF-424B, Assurances and Certifications [Only for sole-source, and awards that did not have the SF-424B language below in the funding opportunity announcement]

The signed SF-424, Application for Federal Assistance, has been included as an attachment to this grant award. The individual that signed 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 grant award recipient is in compliance with the Assurances and Certifications form SF-424B (available at <http://apply07.grants.gov/apply/forms/sample/SF424B-V1.1.pdf>). The grant award recipient does not need to submit the SF-424B form separately.

c. Audits

Organization-wide or program-specific audits must be performed in accordance with Subpart F, the Audit Requirements of the Uniform Guidance. DOL awards recipients that expend \$750,000 or more in a year from any Federal awards must have an audit conducted for that year in accordance with the requirements contained in 2 CFR 200.501. OMB's approved exception at 2 CFR 2900.2 expands the definition of 'non-Federal entity' to include for-profit entities and foreign entities. As such, for-profit and foreign entities that are recipients/subrecipients of a DOL award must adhere to the Uniform Guidance at 2 CFR 200, including Subpart F. Audits of direct award recipients that are for-profit and foreign entities must be submitted directly to: USDOL ETA-OGM, Attn: Audit Resolution, 200 Constitution Ave NW, Room N4716, Washington, DC 20210. All other audit reports are submitted through the Federal Audit Clearinghouse.

d. Revisions to the Uniform Guidance

The Office of Management and Budget issued revisions to 2 CFR parts 25, 170, 183, and 200 (the Uniform Guidance) on August 13, 2020 and February 22, 2021 (technical correction). These revisions became effective November 12, 2020, except for the amendments to §§ 200.216 and 200.340, which were immediately effective on August 13, 2020. The grant award recipient must operate in compliance with these revised regulations. Please note that the section numbering in the Uniform Guidance has changed in some instances, and this Terms & Conditions document has been updated accordingly.

e. Closeout/Final Year Requirements

At the end of the grant period, the award recipient will be required to close the grant with the ETA. The grant recipient will be notified approximately 15 days prior to the end of the period of performance that the closeout process will begin when the period of performance ends. See <https://www.dol.gov/agencies/eta/grants/management/closeout> for further information on the closeout process. The recipient's responsibilities at closeout may be found at 2 CFR 200.344. During the closeout process, the grant recipient must be able to provide documentation for all direct and indirect costs that are incurred. For instance, if an organization is claiming indirect costs, the required documentation is a NICRA or CAP issued by the grant recipient's FCA. For those approved to utilize a de

minimis rate for indirect costs, the grant agreement is sufficient documentation. Not having documentation for direct or indirect costs will result in costs being disallowed and subject to debt collection.

The only liquidation that can occur during closeout is the liquidation of accrued expenditures (NOT obligations) for goods and/or services received during the grant period (2 CFR 2900.15).

f. Equipment

The grant award recipient(s) must receive **prior approval** from the Grant Officer to purchase any equipment as defined in the Uniform Guidance at 2 CFR 200.1. Prior approval is required only when the acquisition cost is \$5,000 or more regardless of the non-Federal entity's capitalization threshold. Equipment purchases must be made in accordance with 2 CFR 200.313 or 2 CFR 200.439.

Being awarded this grant **does not** automatically mean that the equipment specified in the approved budget or SOW is approved by the Grant Officer. If not specified above, the recipient must submit a detailed list describing the purchase to the FPO for review within 90 days of the NOA date. The recipients are strongly encouraged to submit requests for equipment purchase as early as possible in the grant's period of performance with as many planned pieces of equipment as possible.

Recipients may not purchase equipment during the last year of the period of performance or the last year of full program service delivery (not follow up activities), whichever comes first. If any approved acquisition has not occurred prior to the last funded year of performance, approval for that item is rescinded.

[for Formula WIOA and Wagner-Peyser]

The requirement that grant recipients obtain prior approval from the Grant Officer for all purchases of equipment (as described in 2 CFR 200.439) is waived in accordance with 2 CFR 200.308(c)(4) and 20 CFR 683.200, and approval authority is delegated to the Governor for programs funded under Section 127 (Youth) or Section 132 (Adult & Dislocated Worker) of WIOA or under the Wagner-Peyser Act. Notwithstanding this waiver, the Grant Officer reserves the right to reimpose the requirement of prior approval, after providing advance notice to the grant recipient.

g. Federal Funding Accountability and Transparency Act (FFATA)

1. Reporting of first-tier subawards.

- I. *Applicability.* Unless the grant award recipient is exempt as provided in paragraph [4.] of this award term, the grant recipient must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph [5.] of this award term).

II. *Where and when to report.*

- I. The Federal entity or Federal agency must report each obligating action described in paragraph [1.i.] of this award term to <https://www.fsrs.gov>.

- I. For subaward information, the recipient must report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
 - III. *What to report.* The grant award recipient must report the information about each obligating action that the submission instructions posted at <https://www.fsrc.gov> specify.
 2. Reporting total compensation of recipient executives for non-Federal entities.
 - I. *Applicability and what to report.* The grant award recipient must report total compensation for each of their five most highly compensated executives for the preceding completed fiscal year, if—
 - I. the total Federal funding authorized to date under this Federal award is equals or exceeds \$30,000 as defined in 2 CFR 170.320;
 - II. in the preceding fiscal year, the grant recipient received—
 - (A) 80% or more of the annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - III. The public does not have access to information on the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission (SEC) total compensation filings at <https://www.sec.gov/answers/excomp.htm>.)
 - II. *Where and when to report.* The grant award recipient must report executive total compensation described in paragraph [2.a.] of this award term:
 - a. As part of your registration profile at <http://www.sam.gov>.
 - b. By the end of the month following the month in which this award is made, and annually thereafter.
 3. Reporting of Total Compensation of Subrecipient Executives.
 - I. *Applicability and what to report.* Unless the grant recipient is exempt as provided in paragraph [4.]of this award term, for each first-tier non-Federal entity subrecipient under this award, the grant award recipient shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—
 - I. in the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80% or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

- (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - II. The public does not have access to information on the compensation of the executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the SEC total compensation filings at <https://www.sec.gov/answers/execomp.htm>.)
 - II. *Where and when to report.* The grant award recipient must report subrecipient executive total compensation described in paragraph [3.a] of this award term:
 - I. To the recipient.
 - II. By the end of the month following the month during which the grant recipient make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), the grant recipient must report any required compensation information of the subrecipient by November 30 of that year.
4. Exemptions.
- If, in the previous tax year, the grant award recipient had gross income, from all sources, under \$300,000, the grant recipient is exempt from the requirements to report:
- a. Subawards, and
 - b. The total compensation of the five most highly compensated executives of any subrecipient.
5. Definitions.
- For purposes of this award term:
- a. *Federal Agency* means a Federal agency as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f).
 - b. *Non-Federal Entity* means all of the following, as defined in 2 CFR part 25:
 - I. A Governmental organization, which is a State, local government, or Indian tribe;
 - II. A foreign public entity;
 - III. A domestic or foreign nonprofit organization; and
 - IV. A domestic or foreign for-profit organization.
 - c. *Executive* means officers, managing partners, or any other employees in management positions.
 - d. *Subaward*:
 - I. This term is used as a legal instrument to provide support for the performance of any portion of the substantive project or program for which the grant recipient received this award and that the grant recipient as the recipient award to an eligible subrecipient.
 - II. The term does not include the grant award recipient procurement of property and services needed to carry out the project or program (for further explanation, see [2 CFR 200.330]).

- III. A subaward may be provided through any legal agreement, including an agreement that the grant recipient or a subrecipient considers a contract.
- e. *Subrecipient* means a non-Federal entity or Federal agency that:
 - I. Receives a subaward from the grant award recipient under this award; and
 - II. Is accountable to the grant recipient for the use of the Federal funds provided by the subaward.
- f. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
 - I. *Salary and bonus.*
 - II. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - III. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - IV. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - V. *Above-market earnings on deferred compensation which is not tax-qualified.*
 - VI. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

h. Monitoring, Technical Assistance, and Additional Specific Conditions of Award [all grants]

All grant recipients, including states and territories managing the Unemployment Insurance programs, are subject to 2 CFR 200.208, *Specific conditions*, which indicates that the Federal awarding agency may adjust specific award conditions as needed. A specific condition is based on an analysis of the following factors:

- (1) Based on the criteria in §200.206, *Federal awarding agency review of risk posed by applicants*;
- (2) The applicant or recipient's history of compliance with the general or specific terms and conditions of a Federal award;
- (3) The applicant or recipient's ability to meet expected performance goals as described in §200.211; or
- (4) A responsibility determination of an applicant or recipient.

Additional Federal award conditions may include items such as the following:

- (1) Requiring payments as reimbursements rather than advance payments;
- (2) Withholding authority to proceed to the next phase until receipt of evidence of acceptable performance within a given performance period;
- (3) Requiring additional, more detailed financial reports;
- (4) Requiring additional project monitoring;
- (5) Requiring the non-Federal entity to obtain technical or management assistance; or
- (6) Establishing additional prior approvals.

Grant recipients may be required to obtain technical or management assistance through an established provider/contractor that has been selected or hired by DOL that may include in-person or remote assistance.

i. Personally Identifiable Information

The grant award recipient(s) must recognize and safeguard Personally Identifiable Information (PII) except where disclosure is allowed by prior written approval of the Grant Officer or by court order. Award recipients must meet the requirements in TEGL No. 39-11, Guidance on the Handling and Protection of PII, can be found at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=7872.

j. Pre-Award

All costs incurred by the award recipient prior to the start date specified in the grant award issued by the Department are *incurred at the recipient's own expense*.

k. Procurement [For Discretionary, include the first two paragraphs. For WIOA Formula, only include the last paragraph]

The Procurement Standards found in the Uniform Guidance at 2 CFR 200.318-327 require all grant award recipients and subrecipients to conduct procurement transactions in a manner that promote practical, open, and free competition. The award recipient's description in the SOW of a specific entity that will provide goods or services does not constitute approval or justification of sole-source procurement from this entity.

The Uniform Guidance (at 2 CFR 200.317) requires States (as defined at 2 CFR 200.1) to follow the same procurement policies and procedures it uses for non-Federal funds. The State must comply with 2 CFR 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327.

The Uniform Guidance (2 CFR 200.317) require States (as defined at 2 CFR 200.1) to follow the same procurement policies and procedures it uses for non-Federal funds. The

state must comply with 2 CFR 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327. The grant award recipient(s) must also follow the requirements regarding the competitive selection of One-Stop Operators at WIOA Sections 121(d) and 123.

l. Program Income

[All ETA grants]

The [ETA Grant Officer chooses one: “Addition” or “Deduction”] method as described in 2 CFR 200.307 must be used in allocating any program income generated for this grant award. The grant award recipient must expend all program income prior to drawing down any additional funds as required at 2 CFR 200.305(b)(5) and 2 CFR 200.307(e). Any program income found remaining at the end of period of performance must be returned to ETA. In addition, the grant award recipient(s) must report program income on the quarterly financial report using the ETA-9130 report.

For the YouthBuild program, please refer to 20 CFR 688.590 for guidance on program income.

[All ILAB, ODEP, and VETS awards]

The [ETA Grant Officer chooses one: “Addition” or “Deduction”] method as described in 2 CFR 200.307 must be used in allocating any program income generated for this grant award. The grant award recipient must expend all program income prior to drawing down any additional funds as required at 2 CFR 200.305(b)(5) and 2 CFR 200.307(e). Any program income found remaining at the end of period of performance must be returned to ETA. Program income must be reported on the SF-425 report.

m. Recipient Integrity and Performance Matters [for awards exceeding \$500,000]

1. If the total value of the currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the grant award recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in Paragraph 2 of this award term and condition. This is a statutory requirement under Section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by Section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
2. Proceedings about which the grant recipient must report. Submit the information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;

- b. Reached its final disposition during the most recent 5-year period; and
- c. Is one of the following:
 - I. A criminal proceeding that resulted in a conviction, as defined in Paragraph 5. of this award term;
 - II. A civil proceeding that resulted in a finding of fault and liability and paying a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - III. An administrative proceeding, as defined in Paragraph 5. of this award term, that resulted in a finding of fault and liability and grant recipient payment of either monetary fine or penalty of \$5,000 or more or a reimbursement, restitution, or damages in excess of \$100,000; or
 - IV. Any other criminal, civil, or administrative proceeding if:
 - (A) It could have led to an outcome described in Paragraph 2.c.I, II, or III of this award term;
 - (B) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the grant recipient's part; and
 - (C) The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.
- 3. Reporting procedures. Enter in SAM, Entity Management area (formerly CCR), or any successor system, the FAPIIS information that SAM requires about each proceeding described in Paragraph 2. of this award term. The grant award recipient does not need to submit the information a second time under assistance awards that were received if the recipient already provided the information through SAM (formerly CCR) because the recipient was required to do so under Federal procurement contracts that the recipient was awarded.
- 4. Reporting frequency. During any period of time when the grant award recipient is a subject to the requirement in paragraph 1. of this award term, the grant recipient must report FAPIIS information through SAM no less frequently than semiannually following the initial report of any proceedings for the most recent 5-year period, either to report new information about any proceeding(s) that the grant recipient has not reported previously or affirm that there is no new information to report.
- 5. Definitions. For purposes of this award term:
 - a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., SEC Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level. It does not include audits, site visits, corrective plans, or inspection of deliverables.
 - b. Conviction, for purposes of this award term, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes —
 - I. Only the Federal share of the funding under any award with a recipient cost share or match; and
 - II. The value of all options, even if not yet exercised.

n. Reports

[All ETA Awards]

All ETA grant award recipients are required to submit quarterly financial and narrative progress reports for each grant award.

- a. **Quarterly Financial Reports.** All ETA grant award recipients are required to report financial data on the ETA-9130 Financial Report. ETA-9130 reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31. A final financial report must be submitted no later than 45 calendar days after the quarter encompassing the grant award end date ends, or 45 calendar days after the completion of the quarter in which all funds have been expended, whichever comes first. For grants awarded before November 12, 2020, a closeout ETA-9130 report must be submitted no later than 90 calendar days after the grant period of performance ends. For grants awarded after November 12, 2020, a closeout ETA-9130 report must be submitted no later than 120 calendar days after the grant period of performance ends. See 2 CFR 200.344. A closeout report will be submitted during the closeout process. For additional guidance on ETA's financial reporting, reference TEGl 20-19 and https://www.doleta.gov/grants/pdf/ETA-9130_Financial_Reporting_Resources.pdf

The instructions for accessing both the online financial reporting system and the HHS PMS can be found in the transmittal memo accompanying this NOA.

- b. **[All ETA discretionary grants] Quarterly Narrative Progress Reports.** Grant recipients are required to submit a narrative quarterly and final report on grant activities funded under this award. All reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31.
 - 1. The last quarterly progress report that award recipients submit will serve as the grant's Final Performance Report. This report should provide both **quarterly and cumulative** information on the grant's activities. It must summarize project activities, employment outcomes and other deliverables, and related results of the project.
 - 2. The grant award recipient shall use any standard forms and instructions to report on training and employment outcomes and other data relating to the progress reports as provided by ETA.

3. The grant award recipient shall utilize standard reporting processes and electronic reporting systems to submit their quarterly progress reports as provided by ETA.

[All ILAB, ODEP, and VETS Awards]

All grant award recipients are required to submit quarterly financial and narrative progress reports for each grant award as described in the following:

- a. **Quarterly Financial Reports.** Grant award recipients are required to report quarterly financial data on the SF-425 report which are due no later than 30 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31. For grants awarded before November 12, 2020, a final financial report must be submitted no later than 30 calendar days after the quarter ends and the closeout SF-425 report must be submitted no later than 90 calendar days after the grant period of performance ends. For grants awarded after November 12, 2020, a final financial report must be submitted no later than 30 calendar days after the quarter ends and the closeout SF-425 report must be submitted no later than 120 calendar days after the grant period of performance ends. See 2 CFR 200.344. A closeout report will be submitted during the closeout process.

The instructions for accessing both the online financial reporting system and the HHS PMS can be found in the transmittal memo accompanying this NOA.

- b. **[All ILAB, ODEP, and VETS awards] Quarterly Narrative Progress Reports.** Grant recipients are required to submit a narrative quarterly and final report on grant activities funded under this award. All reports are due no later than 30 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31.

1. The last quarterly progress report that award recipients submit will serve as the grant's Final Performance Report. This report should provide both ***quarterly and cumulative*** information on the grant's activities. It must summarize project activities, employment outcomes and other deliverables, and related results of the project.
2. The grant award recipient shall use any standard forms and instructions to report on training and employment outcomes and other data relating to the progress reports as provided by ETA/[ILAB, VETS, or ODEP].
3. The grant award recipient shall utilize standard reporting processes and electronic reporting systems to submit their quarterly progress reports as provided by ETA/[ILAB, VETS, or ODEP].

c. Program-Specific Quarterly Performance Reports

INA:

WIOA Section 166 grant recipients must submit Quarterly Performance Reports in accordance with the following instructions:

- The Grantee Performance Management System (GPMS) is the vehicle through which INA grant recipients transmit their report file to Workforce Integrated Performance System (WIPS). GPMS and WIPS are located at: <https://dol.appiancloud.com/suite/>.
- INA grant recipients must submit individual records based on the ETA-9172 Participant Individual Record Layout (PIRL) and ETA-9173 DINAP Report Form.
- [Youth Program] The grant recipient must submit its ETA-9085 Youth Program Report through the external EBSS website.

National Dislocated Worker Grants (DWG) Awards:

DWG grant recipients must submit Quarterly Performance and Quarterly Narrative Reports in accordance with TEGL 14-18, Attachment 6, which can be found at: https://wdr.doleta.gov/directives/attach/TEGL/TEGL_14-18_Attachment-6_Acc.pdf.

- Workforce Integrated Performance System (WIPS) is the vehicle through which DWG grant recipients must submit individual records based on the Participant Individual Record Layout (PIRL). The Web-based reporting system is accessed using the following link: <https://dol.appiancloud.com/suite/>.
- Grant recipients are required to use the Joint Quarterly Narrative Report Template (ETA-9179) for quarterly performance narrative reporting. Grant recipients submit the Quarterly Narrative Report using the WIPS reporting system.
- Information on DWGs awarded to states must be included in that state's WIOA Annual Statewide Performance Report Narrative in accordance with the guidance.

o. Requirements for Conference and Conference Space

Conferences sponsored in whole or in part by the grant award recipient are allowable if the conference is necessary and reasonable for the successful performance of the Federal Award. The grant award recipients are urged to use discretion and good judgment to ensure that all conference costs charged to the grant are appropriate and allowable. For more information on the requirements and the allowability of costs associated with conferences, refer to 2 CFR 200.432. Recipients will be held accountable to the requirements in 2 CFR 200.432. Therefore, costs that do not comply with 2 CFR 200.432 will be questioned and may be disallowed.

p. Subawards

A *subaward* means an award provided by a *Pass-Through Entity* (PTE) to a subrecipient for the subrecipient to carry out part of a Federal award received by the PTE. 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 PTE considers a contract.

The provisions of the Terms and Conditions of this award will be applied to any subrecipient under this award. The recipient is responsible for monitoring the subrecipient, ensuring that the Terms and Conditions are in all subaward packages and that the subrecipient complies with all applicable regulations and the Terms and Conditions of this award (2 CFR 200.101(b)).

q. Supportive Services & Participant Support Costs

When supportive services are expressly authorized by a program statute, regulation, or FOA, this award waives the prior approval requirement for participant support costs as described in 2 CFR 200.456. Costs must still meet the basic considerations at 2 CFR 200.402 – 200.411. Questions regarding supportive services and participant support costs should be directed to the FPO who is assigned to the grant.

r. System for Award Management (SAM)

SAM is the official federal system that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of contract awards, grants, and electronic payment processes. A SAM registration is required for an entity to be able to apply for federal grants, to request modifications to existing grants, and to enable them to closeout expiring grants. See Training and Employment Notice (TEGL) 18-17 for additional guidance.

Unless the grant award recipient is exempt from this requirement under 2 CFR 25.110, the grant recipient must maintain current its information in the SAM. This includes information on the recipient's immediate and highest level owner and subsidiaries, as well as on all of the recipient's predecessors that have been awarded a Federal contract or Federal financial assistance within the last three years, if applicable, until the grant recipient submits the final financial report required under this Federal award or receive the final payment, whichever is later. This requires that the grant recipient review and update the information at least annually after the initial registration, and more frequently if required by changes in its information or another Federal award term.

1. Unique Entity Identifier Requirements

If the grant award recipient is authorized to make subawards under this award, then the grant recipient:

- i. Must notify potential subrecipients that no entity (see definitions below) may receive a subaward from the grant award recipient until the entity has provided its unique entity identifier to the grant recipient.

- ii. May not make a subaward to an entity unless the entity has provided its Unique Entity Identifier to the grant recipient. Subrecipients are not required to obtain an active SAM registration, but must obtain a Unique Entity Identifier.

NOTE: At some point, the DUNS Number will be replaced by a new, non-proprietary identifier requested in and assigned by SAM.gov. This new identifier is being called the Unique Entity Identifier (UEI), or the Entity ID. Users should continue using the DUNS Number in UEI fields until further notice. To learn more about SAM's rollout of the UEI, please visit gsa.gov/entityid.

2. Definitions

For purposes of this term:

- i. SAM is the Federal repository where the grant award recipients must provide information required for the conduct of business as recipients. Additional information about registration procedures may be found at the SAM website (<http://www.sam.gov>).
- ii. *Unique entity identifier* means the identifier assigned by SAM to uniquely identify business entities.
- iii. *Entity*, as it is used in this grant award term, includes all of the following, as defined at 2 CFR Part 25, Appendix A:
 - a. A non-Federal entity as defined at 2 CFR 200.1 (A State, local government, Indian Tribe, Institute of Higher Education (IHE), or nonprofit organization that carries out a Federal award as a recipient or subrecipient);
 - b. A foreign organization;
 - c. A foreign public entity;
 - d. A domestic for-profit organization; and
 - e. A Federal agency.
- iv. *Subaward* 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. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.
- v. *Subrecipient* means:
An entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal award; but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

3. Existing SAM Registrants

ETA advises grant recipients registered in SAM to review their registration information, particularly their financial information and points of contact. Assistance is available by contacting the Federal Service Desk at www.fsd.gov. Grant recipients should contact

ETA at ETAAccountingGrants@dol.gov if they find that payments have been paid to a bank account other than their registered bank account.

ETA further encourages grant recipients to review the expiration date of their SAM registration and begin the renewal process well in advance, to ensure that their registration remains valid. If the grant recipient has not logged in and updated its entity registration record within at least the past 365 days, its record will expire and go into inactive status. Timely renewal will ensure that the grant recipient can continue to request and receive modifications to their existing grants, as well as apply for new funding opportunities. Further, the DUNS and EIN numbers must remain active until the grant award closeout process is fully completed.

4. Validation

ETA routinely checks the validity of a grant recipient's SAM registration and verifies that the recipient isn't included on the excluded parties list before making a grant award, or approving a modification to an existing award. Failure to have an active SAM registration can delay grant recipients from receiving their initial award or requested modifications to their existing awards.

s. Vendor/Contractor

The term "contractor," sometimes referred to as a vendor, is a dealer, distributor, merchant or other seller providing goods or services that are required to implement a Federal program (see 2 CFR 200.1). These goods or services may be for an organization's own use or for the use of the beneficiaries of the Federal program. Additional guidance on distinguishing between a subrecipient and a contractor (vendor) is provided in 2 CFR 200.331. When procuring contractors for goods and services, DOL/ETA recipients and subrecipients, must follow the procurement requirements found at 2 CFR 200.319, except states, pursuant to 2 CFR 200.317, which calls for free and open competition.

t. Whistleblower Protection

This grant award and employees working on this grant award are subject to the whistleblower rights and remedies established at 41 U.S.C. 4712. The grant award recipient shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation (48 CFR 3.908; note that for the purpose of this term and condition, use of the term "contract," "contractor," "subcontract," or "subcontractor" in section 3.908 should be read as "grant," "grantee," "subgrant," or "subgrantee"). The recipient shall insert the substance of this clause in all subgrants and contracts over the Simplified Acquisition Threshold.

u. Telecommunications

Grant recipients must adhere to 2 CFR 200.216 - Prohibition on certain telecommunications and video surveillance services or equipment. (Effective August 13, 2020)

(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to: (1) Procure or obtain; (2) Extend or renew a contract to procure or obtain; or (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities). (ii) Telecommunications or video surveillance services provided by such entities or using such equipment. (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country. (b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained. (c) See Public Law 115-232, section 889 for additional information. (d) See also §200.471.

v. Intellectual Property Rights

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 subgrant or contract under the grant or subgrant; and ii) any rights of copyright to which the grant award 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.

Federal funds may not be used 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 DOL/ETA

has a license or rights of free use in such work, although they may be used to pay costs for obtaining a copy which is limited to the developer/seller costs of copying and shipping.

If revenues are generated by selling products developed with grant funds, including intellectual property, these revenues are considered as program income. Program income must be used in accordance with the provisions of this grant award and 2 CFR 200.307.

The following language must be on all workforce 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 (DOL)’s Employment and Training Administration (ETA). The product was created by the recipient and does not necessarily reflect the official position of DOL/ETA. DOL/ETA 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.”

w. Open Licensing, Intellectual Property Rights, and the Bayh-Dole Act [for discretionary awards]

As required at 2 CFR 2900.13, any intellectual property developed under a discretionary Federal award process must be licensed under an open license, which allows subsequent users to copy, distribute, transmit and adapt the copyrighted work and attribute the work in the manner specified by the recipient.

All small business firms, and non-profit organizations (as defined at the link below, and including Institutions of Higher Education) must adhere to the Bayh-Dole Act, which requirements are provided at 37 CFR 401.3(a) and at <https://www.dol.gov/sites/dolgov/files/ETA/grants/pdfs/BayhDoleGrantTerm.pdf>. To summarize, these requirements describe the ownership of intellectual property rights and the government’s nonexclusive, nontransferable, irrevocable, paid-up license to use any invention conceived or first actually reduced to practice in the performance of work under this grant award. These requirements are in addition to those found in the Intellectual Property Rights term above.

x. Domestic Preferences for Procurements

As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of 2 CFR Part 200.322 must be included in all subawards including all contracts and purchase orders for work or products under this award.

y. Funding for Pay-For-Performance Contract Strategies [WIOA formula grants]

If any subrecipients (Local Workforce Development Boards (LWDBs)) of the grant recipient elect to set aside funds for pay-for-performance (PFP) contract strategies under 20 CFR 683.520, a separate grant agreement must be created to administer these funds. The grant recipient must provide sufficient notice to the Grant Officer, through its FPO, of any LWDB's decision to reserve up to 10% of its total local Adult/Dislocated Worker or Youth allotment for PFP contract strategies so that a new grant agreement can be issued to cover those funds. The grant recipient should inform its FPO as soon as an amount to be reserved under this provision has been finalized.

14. Program Requirements

The Funding Opportunity Announcement contains the program requirements for this award.

15. FY 2021 Federal Appropriations Requirements

a. Requirement to Provide Certain Information in Public Communications [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title V, Section 505, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all non-Federal entities receiving Federal funds shall clearly state:

1. The percentage of the total costs of the program or project which will be financed with Federal money;
2. The dollar amount of Federal funds for the project or program; and
3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

The requirements of this term are separate from those in 2 CFR Part 200 and, when applicable, both must be complied with.

b. Fair Labor Standards Act Amendment for Major Disasters [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title I, Section 108, the Fair Labor Standards Act of 1938 (FLSA) will apply as if the following language was added to Section 7 (the Maximum Hours Worked Section). This language specifically relates to occurrences of a major disaster (as declared or designated by the state or federal government) and are applied for a period of two years afterwards. The language is as follows:

“(s)(1) The provisions of this section [maximum hours worked] shall not apply for a period of 2 years after the occurrence of a major disaster to any employee—

(A) employed to adjust or evaluate claims resulting from or relating to such major disaster, by an employer not engaged, directly or through an affiliate, in underwriting, selling, or marketing property, casualty, or liability insurance policies or contracts;

(B) who receives from such employer on average weekly compensation of not less than \$591.00 per week or any minimum weekly amount established by the Secretary, whichever is greater, for the number of weeks such employee is engaged in any of the activities described in subparagraph (C); and (C) whose duties include any of the following:

- (i) interviewing insured individuals, individuals who suffered injuries or other damages or losses arising from or relating to a disaster, witnesses, or physicians;
- (ii) inspecting property damage or reviewing factual information to prepare damage estimates;
- (iii) evaluating and making recommendations regarding coverage or compensability of claims or determining liability or value aspects of claims;
- (iv) negotiating settlements; or
- (v) making recommendations regarding litigation.

(2) The exemption in this subsection shall not affect the exemption provided by section 13(a)(1) [of the FLSA].

(3) For purposes of this subsection—

(A) the term ‘major disaster’ means any disaster or catastrophe declared or designated by any State or Federal agency or department;

(B) the term ‘employee employed to adjust or evaluate claims resulting from or relating to such major disaster’ means an individual who timely secured or secures a license required by applicable law to engage in and perform the activities described in clauses (i) through (v) of paragraph (1)(C) relating to a major disaster, and is employed by an employer that maintains worker compensation insurance coverage or protection for its employees, if required by applicable law, and withholds applicable Federal, State, and local income and payroll taxes from the wages, salaries and any benefits of such employees; and

(C) the term ‘affiliate’ means a company that, by reason of ownership or control of 25% or more of the outstanding shares of any class of voting securities of one or more companies, directly or indirectly, controls, is controlled by, or is under common control with, another company.”

c. Health Benefits Coverage for Contraceptives [all appropriated awards]

Federal funds may not be used to enter into or renew a contract which includes a provision for prescription drug coverage unless the contract also includes a provision for contraceptive coverage. This requirement does not apply to contracts with 1) the religious plans Personal Care’s HMO and OSF HealthPlans, Inc. and 2) any existing or future plan if the carrier for the plan objects to such coverage on the basis of religious beliefs.

In implementing this section, any plan that enters into or renews a contract may not subject any individual to discrimination on the basis that the individual refuses to prescribe or otherwise provide for contraceptives because such activities would be

contrary to the individuals' religious beliefs or moral convictions. Nothing in this term shall be construed to require coverage of abortion or abortion related services.

d. Participant Minimum Age [for all H1-B awards]

Pursuant to P.L. 116-260, Division H, Title I, Section 104, funds made available under section 414(c) of the American Competitiveness and Workforce Improvement Act of 1998 (29 U.S.C. 3224a) must only be used for training individuals and for the related activities necessary to support such training. This training must be in the occupations and industries for which employers are using H-1B visas to hire foreign workers, and it must be provided only to individuals who are older than 16 years of age and who are not currently enrolled in a school within a local educational agency.

e. Privacy Act [all appropriated awards]

No funds can be used in contravention of 5 U.S.C. 552a (the Privacy Act) or regulations implementing the Privacy Act.

f. Prohibition on Contracting with Corporations with Felony Criminal Convictions [all awards]

The recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

g. Prohibition on Contracting with Corporations with Unpaid Tax Liabilities [all awards]

The grant award recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

h. Prohibition on Procuring Goods Obtained Through Child Labor [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title I, Section 103, no funds may be obligated or expended for the procurement of goods mined, produced, manufactured, or harvested or services rendered, in whole or in part, by forced or indentured child labor in industries and host countries identified by the DOL prior to December 20, 2019. DOL has identified these goods and services here: <https://www.dol.gov/agencies/ilab/reports/child-labor/list-of-products>.

i. Prohibition on Providing Federal Funds to Association of Community Organizations for Reform Now (ACORN) [all awards]

Pursuant to P.L. 116-260, Division H, Title V, Section 521, these funds may not be provided to the ACORN, or any of its affiliates, subsidiaries, allied organizations or successors.

j. Reporting of Waste, Fraud and Abuse [all awards]

No entity receiving federal funds may require employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

k. Requirement for Blocking Pornography [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title V, Section 520, no Federal funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

l. Restriction on Health Benefits Coverage for Abortions [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title V, Section 506 and 507, Federal funds may not be expended for health benefits coverage that includes coverage of abortions, except when the pregnancy is the result of rape or incest, or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself that would, as certified by a physician, place the women in danger of death unless an abortion is performed. This restriction does not prohibit any non-Federal entity from providing health benefits coverage for abortions when all funds for that specific benefit do not come from a Federal source. Additionally, no funds made available through this grant award may be provided to a State or local government if such government subjects any institutional or individual health care entity to discrimination on the basis that the health care entity does not provide, pay for, provide coverage of, or refer for abortions.

m. Restriction on Lobbying/Advocacy [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title V, Section 503, no federal funds may be used to pay the salary or expenses of any grant recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or executive order proposed or pending before the Congress or any state government, state legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local or tribal government in policymaking and administrative processes within the executive branch of that government.

n. Publicity

Pursuant to P.L. 116-260, Division H, Title V, Section 503, the grant award recipient is not authorized to use any funds provided under this grant award—other than for normal and recognized executive–legislative relationships—for publicity or propaganda purposes, for the preparation, distribution or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation, designed to support or defeat legislation pending before the Congress or any state or local legislature or legislative body, except in presentation to the Congress or any state or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government, except in presentation to the executive branch of any state or local government itself.

o. Restriction on the Promotion of Drug Legalization [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title V, Section 509, no Federal funds shall be used for any activity that promotes the legalization of any drug or other substance included in Schedule I of the schedules of controlled substances established under Section 202 of the Controlled Substances Act except for normal and recognized executive-congressional communications or where there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance or that federally sponsored clinical trials are being conducted to determine therapeutic advantage.

p. Restriction on Purchase of Sterile Needles or Syringes [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title V, Section 527, no Federal funds shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug.

q. Salary and Bonus Limitations [all appropriated awards]

Pursuant to P.L. 116-260, Division H, Title I, Section 105, recipients and subrecipients shall not use funds to pay the salary and bonuses of an individual, either as direct costs or as indirect costs, at a rate in excess of Executive Level II. The Executive Level II salary may change yearly and is located on the OPM.gov website (<https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>). The salary and bonus limitation does not apply to contractors (vendors) providing goods and services as defined in 2 CFR 200.331. 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, 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 TEGL 5-06 for further clarification, available at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2262.

16. Public Policy

a. Architectural Barriers

The Architectural Barriers Act of 1968, 42 U.S.C. 4151 et seq., as amended, the Federal Property Management Regulations (see 41 CFR 102-76), and the Uniform Federal Accessibility Standards issued by the U.S. General Services Administration (GSA) (see 36 CFR 1191, Appendixes C and D) set forth requirements to make facilities accessible to, and usable by, the physically handicapped and include minimum design standards. All new facilities designed or constructed with grant support must comply with these requirements.

b. Drug-Free Workplace

The Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR 182 require that all award recipients receiving grants from any Federal agency maintain a drug-free workplace. The award recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension or debarment.

c. Executive Orders

12928: Pursuant to Executive Order (EO) 12928, the grant award recipient is strongly encouraged to provide subcontracting/subgranting opportunities to Historically Black Colleges and Universities and other Minority Institutions such as Hispanic-Serving Institutions and Tribal Colleges and Universities; and to Small Businesses Owned and Controlled by Socially and Economically Disadvantaged Individuals.

13043: Pursuant to EO 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the grant award recipients are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

13166: As clarified by EO 13166, Improving Access to Services for Persons with Limited English Proficiency, dated August 11, 2000, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs in accordance with DOL's Policy Guidance on the Prohibition of National Origin Discrimination as it Affects Persons with Limited English Proficiency [05/29/2003] Volume 68, Number 103, pages 32289-32305. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. The grant award recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and

activities. For assistance and information regarding your LEP obligations, go to <http://www.lep.gov>.

13513: Pursuant to EO 13513, Federal Leadership On Reducing Text Messaging While Driving, dated October 1, 2009, the grant award recipients and subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving company-owned or -rented vehicles or government-owned vehicles (GOV), or while driving privately-owned vehicles (POV) when on official Government business or when performing any work for or on behalf of the Government. Recipients and subrecipients are also encouraged to conduct initiatives of the type described in section 3(a) of this order.

14005: Pursuant to EO 14005, Ensuring the Future Is Made in All of America by All of America's Workers, the grant award recipient agrees to comply with all applicable Made in America Laws (as defined in the EO), including the Buy American Act at 41 USC sections 8301-8305. For the purposes of this award, the grant recipient is required to maximize the use of goods, products, and materials produced in, and services offered in, the United States, in accordance with the Made in America Laws. No funds may be made available to any person or entity (including as a contractor or subrecipient of the grant recipient) that has been found to be in violation of any Made in America Laws.

“Made in America Laws” means all statutes, regulations, rules, and Executive Orders relating to Federal financial assistance awards or Federal procurement, including those that refer to “Buy America” or “Buy American,” that require, or provide a preference for, the purchase or acquisition of goods, products, or materials produced in the United States, including iron, steel, and manufactured goods offered in the United States. Made in America Laws include laws requiring domestic preference for maritime transport, including the Merchant Marine Act of 1920 (Public Law 66-261), also known as the Jones Act.

d. Flood Insurance

The Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4001 *et seq.*, provides that no Federal financial assistance to acquire, modernize, or construct property may be provided in communities in the United States identified as flood-prone, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the identification. The flood insurance purchase requirement applies to both public and private applicants for the DOL support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.

e. Hotel-Motel Fire Safety

Pursuant to 15 U.S.C. 2225a, the recipient must ensure that all space for conferences, and, conventions or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (P.L. 101-391, as amended). Recipients may search the Hotel-Motel National Master List at <https://apps.usfa.fema.gov/hotel/> to see if a property is in compliance, or to find other information about the Act.

f. Prohibition on Trafficking in Persons

1. Trafficking in persons.

a. Provisions applicable to a recipient that is a private entity.

I. The grant recipient as the recipient, the grantee's employees, subrecipients under this award, and subrecipients' employees may not—

- (A). Engage in severe forms of trafficking in persons during the period of time that the grant award is in effect;
- (B). Procure a commercial sex act during the period of time that the award is in effect; or
- (C). Use forced labor in the performance of the award or subawards under the award.

II. DOL/ETA as the Federal awarding agency may unilaterally terminate this grant award, without penalty, if the grant recipient or a subrecipient that is a private entity —

- (A). Is determined to have violated a prohibition in paragraph a.1 of this award term; or
- (B). Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
 - i. Associated with performance under this award; or
 - ii. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 2 CFR Part 2998.

b. Provision applicable to a recipient other than a private entity. DOL/ETA as the Federal awarding agency may unilaterally terminate this grant award, without penalty, if a subrecipient that is a private entity—

I. Is determined to have violated an applicable prohibition in paragraph a.1 of this grant award term; or

II. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this grant award term through conduct that is either—

- (A). Associated with performance under this award; or
- (B). Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on

Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 29 CFR Part 98.

c. *Provisions applicable to any recipient.*

I. The grant award recipient must inform DOL/ETA immediately of any information the grant recipient receive from any source alleging a violation of a prohibition in paragraph a.1 of this grant award term.

II. DOL/ETA right to terminate unilaterally that is described in paragraph a.2 or b of this section:

(A). Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and

(B). Is in addition to all other remedies for noncompliance that are available to DOL/ETA under this grant award.

III. The grant award recipient must include the requirements of paragraph a.1 of this grant award term in any subaward the grant recipient make to a private entity.

d. *Definitions.* For purposes of this award term:

I. “Employee” means either:

(A). An individual employed by the grant award recipient or a subrecipient who is engaged in the performance of the project or program under this award; or

(B). Another person engaged in the performance of the project or program under this grant award and not compensated by the grant recipient including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

II. “Forced labor” means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

III. “Private entity”:

(A). Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.

(B). Includes:

i. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).

ii. A for-profit organization.

IV. “Severe forms of trafficking in persons,” “commercial sex act,” and “coercion” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

g. Veterans' Priority Provisions

The Jobs for Veterans Act (Public Law 107-288) requires grant award recipients to provide priority 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 the DOL. The regulations implementing this priority of service can be found at 20 CFR Part 1010. In circumstances where a grant award 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 award 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. Recipients must comply with the DOL guidance on veterans' priority. ETA's 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 http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2816.

h. Promoting Equitable Delivery of Government Benefits and Equal Opportunity

The Department of Labor (Labor) seeks to affirmatively advance equity, civil rights and equal opportunity in the policies, programs and services it provides. Therefore, consistent with Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, grant recipients must execute the terms and conditions of their grant in a manner that advances equity for all, including people of color and others who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality. This extends to all grant activities including, but not limited to, service delivery, selection of subrecipients and contractors, and procurement of goods and services. Government programs are designed to serve all eligible individuals, and Labor's grantees should make services the goods and services they provide pursuant to their grants widely available with the goals of effectively serving a diverse population of eligible individuals; fairly, justly, and impartially administering the grant evaluation and award processes. Grantees are encouraged to engage in contracting and subcontracting for goods and services related to performing the terms and conditions of their grants in such a way to achieve equity.

The term "equity" means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.”

i. Harassment Prohibited [WIOA formula and discretionary grants]

The grant recipient and any subrecipients are prohibited from engaging in harassment of an individual based on race, color, religion, sex, national origin, age, disability, or political affiliation or belief, or, for beneficiaries, applicants, and participants only, based on citizenship status or participation in any WIOA Title I-financially assisted program or activity. Harassing conduct of this type is a violation of the nondiscrimination provisions of WIOA and of 29 CFR Part 38.

a) Unwelcome sexual advances, requests for sexual favors, or offensive remarks about a person's race, color, religion, sex, national origin, age, disability, political affiliation or belief, or citizenship or participation, and other unwelcome verbal or physical conduct based on one or more of these protected categories constitutes unlawful harassment on that basis when:

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of accessing the aid, benefit, service, or training of, or employment in the administration of or in connection with, any WIOA Title I-financially assisted program or activity;

(2) Submission to, or rejection of, such conduct by an individual is used as the basis for limiting that individual's access to any aid, benefit, service, training, or employment from, or employment in the administration of or in connection with, any WIOA Title I-financially assisted program or activity; or

(3) Such conduct has the purpose or effect of unreasonably interfering with an individual's participation in a WIOA Title I-financially assisted program or activity creating an intimidating, hostile or offensive program environment.

b) Harassment because of sex includes harassment based on gender identity or sexual orientation; harassment based on failure to comport with sex stereotypes; and harassment based on pregnancy, childbirth, and related medical conditions. Sex-based harassment may include harassment that is not sexual in nature but that is because of sex or where one sex is targeted for the harassment.

17. Technical Assistance, Resources, and Information

Additional resources, training, and information to assist the grant award recipient are located on the ETA website at <https://www.dol.gov/agencies/eta/grants/resources> and on the Grants Application and Management collection page on WorkforceGPS.org at <https://grantsapplicationandmanagement.workforcegps.org/>. **SMART** training is a technical assistance initiative sponsored by DOL-ETA to assist its grant recipients and subrecipients in

improving its program/project operations through effective grants management. Please take some time to review the training modules which are focused on:

Strategies for sound grant management that include:

Monitoring,

Accountability,

Risk mitigation and

Transparency.

These four themes are woven throughout the OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, also known as the Uniform Guidance (2 CFR Part 200 and 2 CFR Part 2900). The 508-compliant PowerPoints of the modules may be found on WorkforceGPS.org at the [Resource](#) page.

18. Attachments

[Attachment A: SF-424](#)

[Attachment B: SF-424A](#)

[Attachment C: Budget Narrative](#)

[Attachment D: Statement of Work](#)

[Attachment E: Negotiated Indirect Cost Rate Agreement](#)

Attachment A: SF-424

Attachment B: SF-424A

Attachment C: Budget Narrative

Attachment D: Statement of Work

Attachment E:
Negotiated Indirect Cost Rate Agreement
[If applicable]

The Executive Director (the "Executive Director") of the City's Office of Denver Economic Development and Opportunity ("DEDO"), or permitted designee, is authorized to execute documents necessary to receive grant funds from the U.S. Department of Labor ("DOL"), including a funding approval/ agreement, so long as the documents requiring the Executive Director's signature are executed or requested by DOL, and any signatures previously provided by the Executive Director or permitted designee and required as part of the application process for this grant are ratified.

Contract Control Number:
Contractor Name:
Administration

OEDEV-202578279-00
U.S. Department of Labor Employment and Training

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at
Denver, Colorado as of: 5/7/2025 | 8:57 PM MDT

SEAL

Signed by:



CITY AND COUNTY OF DENVER:

ATTEST:

DocuSigned by:



401385B9DD354C3...

Clerk and Recorder/Public Trustee
Paul Lopez

By:

DocuSigned by:



5DC361FDC863466...

Mayor
Michael Johnston

APPROVED AS TO FORM:

Attorney for the City and County of Denver

By:

DocuSigned by:



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Assistant City Attorney
Brian L. Martin

REGISTERED AND COUNTERSIGNED:

By:

Signed by:



14802B5344994E8

Deputy Chief Financial Officer
Stephanie Karayannis Adams

By:

DocuSigned by:



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Auditor
Timothy O'Brien

Contract Control Number:
Contractor Name:
Administration

OEDEV-202578279-00
U.S. Department of Labor Employment and Training

By: _____

Name: _____
(please print)

Title: _____
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)