

## Consolidated Funding Application 7.0 • Workforce Development Grants for Job Creation and Retention • Request for Proposals (RFPs)

Programs	Existing Employee Training (EET)	Unemployed Worker Training (UWT)
Eligible Applicants	Private for-profit or private not-for profit businesses or a lead bidder for a consortium of businesses that have two or more employees and are good standing with NYS departments	Private for-profit businesses, public or private not-for-profit businesses, Local Workforce Development Boards (LWDBs) or not-for-profit training providers that have two or more employees, are in good standing with NYS departments, and is or has partnerships with business(es) that commit to interview and consider trainees for employment.
Eligible Trainees	Employed (existing) full or part-time workers with a permanent, year-round attachment to the bidder or a participating business in a consortium of businesses at the time of application who will enter or remain in middle-skills occupations <sup>1</sup> with the help of the training	Unemployed or underemployed workers, with an emphasis on individuals with WIOA defined barriers to employment <sup>3</sup> as well as Veterans, TANF and SNAP recipients, to attain full-time or part-time employment or higher level of employment.
NYS	Must be working in NYS but does not need to be a NYS Resident	Must be a NYS Resident
Wages	Employees must receive their normal rate of pay during the training period	At least NYS minimum wage, with an emphasis on higher wages
Location	In a classroom setting, either at an outside institution or at the worksite.	In a classroom setting, either at a training institution or the worksite.
Allowable Training	Occupational skills training <sup>2</sup> course(s). Training can also be a distance learning or online course.	Occupational skills training <sup>2</sup> course(s). Training can also be a distance learning or online course. May include admissions, career and employability skills development and job placement/retention services as part of occupational skills training course(s), but cannot be stand-alone trainings
Allowable Costs	<ul style="list-style-type: none"> <li>• Outside vendors or in-house trainers to provide on- or off-site classroom training;</li> <li>• Books or training materials directly associated with the training;</li> <li>• Software required to deliver training (distance learning fees); and</li> <li>• Credentialing exam fees.</li> </ul>	<ul style="list-style-type: none"> <li>• The cost of providing occupational skills training courses(s) as a published tuition rate if available, or a non-published tuition rate for the occupational skills training course(s) as described above, staff compensation, and operational expenses as part of an occupational skills training course(s);</li> <li>• Supportive services<sup>4</sup> for trainees;</li> <li>• Books and training materials directly associated with the training;</li> <li>• Credentialing exam fees; and</li> <li>• Software required to deliver training.</li> </ul>
Other Aspects	<sup>1</sup> Middle-skills occupations are occupations that require more than a high school diploma or equivalent and less than a bachelor's degree. The postsecondary education and/or training may include an associate's degree, vocational certificates, significant on-the-job training, previous work experience, or some college.	
	<sup>2</sup> Occupational skills training is designed to provide individuals with, or upgrade them in, skills required to perform a specific or group of jobs needed by the business.	
	<sup>3</sup> For a complete list of individuals with barriers to employment, see sections III.B. or VII of the UWT RFP.	
	<sup>4</sup> Supportive services include miscellaneous trainee expenses and incentives/stipends and is further described in section II.B.3. of the UWT RFP.	
	\$100,000 is the maximum amount an applicant can be awarded for a single program or any combination of programs.	
	Training contracts will be awarded for a period of up to one year.	
	The date of an award letter is the earliest date for awardees to begin training. Any costs incurred prior to the date of the award letter will not be reimbursed.	
Reimbursements of training costs can only commence upon execution of a contract.		

Questions accepted through 07/19/2017 and must be sent to: [CFA@labor.ny.gov](mailto:CFA@labor.ny.gov).

Proposals are due 07/28/2017 at 4:00pm, EST. Projected date of notification of award: Fall 2017.