

State Fiscal Years (SFY) 2026 and 2027 Request for Proposals: Drive for 5 - Job Placement Services Competitive Grant

Please read through this Request for Proposals (RFP) in its entirety and review the Drive for 5 Job Placement Services Application Packet and all associated attachments BEFORE you begin drafting application materials.

Office of Adult Career Pathways

The Drive for 5 Program is a competitive grant funding opportunity through the Department of Employment and Economic Development's (DEED's) Office of Adult Career Pathways. The Office of Adult Career Pathways (ACP) serves Minnesotans at all stages of their educational and career journeys through the development and implementation of workforce training programs. ACP serves adults who traditionally face multiple barriers to employment, need enhanced educational services, wrap-around support, and supportive services in order to be successful in securing long-term family-sustaining wages. Services are intended to help eliminate racial disparities and large economic gaps for the purpose of increasing Minnesotans' literacy and access to high-growth, high-wage jobs.

Grant Overview

DEED, through its Adult Career Pathways Programs, is seeking proposals from qualified responders to provide services through the Drive for 5 Initiative Competitive Grants. Drive for 5 Competitive Grants must provide workforce development services, work-based learning opportunities, and job placement and retention in 1) Technology, 2) Labor, 3) The Caring Professions, 4) Manufacturing, and 5) Educational and Professional Services as outlined in [Laws of Minnesota 2025, 1st Spec. Sess. chapter 6, article 1, section 2, subdivision 3, paragraph \(fff\)](#).

Funding Availability

As authorized in the [Laws of Minnesota 2025, 1st Spec. Sess. chapter 6, article 1, section 2, subdivision 3, paragraph \(fff\)](#), \$6,000,000.00¹ is available each year for State Fiscal Years (SFY) 2026-2027 for all Drive for 5 Competitive Grant Programs.

This request for proposal will accept applications as authorized in the [Laws of Minnesota 2025, 1st Spec. Sess. chapter 6, article 1, section 2, subdivision 3, paragraph \(hhh\)](#), \$1,500,000² is available each year for State Fiscal Years (SFY) 2026 and SFY 2027 for job placement services in 1) Technology, 2) Labor, 3) The Caring Professions, 4) Manufacturing, and 5) Educational and Professional Services industries.

¹ DEED may use up to ten (10) percent of this amount for the administration and monitoring of the program; <https://www.revisor.mn.gov/statutes/cite/16B.98>.

² DEED may use up to ten (10) percent of this amount for the administration and monitoring of the program; <https://www.revisor.mn.gov/statutes/cite/16B.98>.

- Eligible organizations may apply for up to \$350,000 each year, for a maximum of \$700,000 total under the Drive for 5 – Job Placement Services RFP.
 - Awards will be divided equally between SFY 2026 and SFY 2027.
 - Awards allocated for SFY 2026 will run from grant agreement execution date to 06/30/2027.
 - Awarded funds for SFY 2027 will be available 7/1/2026 through 6/30/2027.

Please note that any purchases of equipment over \$5,000 must be pre-approved, outlined within the agreed upon grant agreement, and follow the bidding process.

Funding will be allocated through a competitive process. The review committee will consist of DEED staff and community members with expertise in workforce development, education and training, and/or program-specific business and industry. The review committee will evaluate all eligible and complete applications received by the deadline.

To the extent possible, DEED will avoid offering partial awards. However, to meet the geographic and community equity objectives of this funding, DEED may offer partial awards to ensure more areas and communities of the state can benefit from these services. If your proposal is offered a partial award, DEED will proportionally reduce the outcomes based on the original cost per participant proposed.

If an awarded organization is unable to expend the award or complete the grant execution, DEED reserves the right to reallocate awarded funds to other organizations who have been awarded Drive for 5 Competitive Grants funds, have demonstrated satisfactory grant performance, and the ability to utilize additional funds.

Timeline

RFP posted on the DEED website	August 13, 2025
Informational webinar	August 22, 2025
Questions accepted via email	through September 25, 2025
Applications due no later than 5:00 p.m. CST	October 3, 2025
Award notification	November 14, 2025
Grant start date.....	Date all parties sign
Grant end date	June 30, 2027

Disclaimer: All costs incurred in responding to the RFP will be borne by responder. This RFP does not obligate the State to award a grant agreement or complete the project. The State also receives the right to cancel the solicitation if it is in its best interest.

Alternative Format: Upon request, these materials will be made available in alternative formats and additional languages.

Awards are expected to be announced on or around 11/14/2024. If selected, no costs may be incurred prior to the grant execution date (date all parties sign). Any costs incurred prior to the grant execution date will not be reimbursed.

If awarded, DEED reserves the right to require changes to the awarded proposal at time of grant agreement negotiations.

Grant Application Writing Training Sessions

DEED offered three virtual training sessions, which may be used as a resource for any workforce development organization seeking funding, regardless of the organization's level of experience in grant writing. All sessions were recorded and are available at <https://mn.gov/deed/about/contracts/resource.jsp>. Related resources are posted along with the session recordings.

State Grant Ready: Building Stronger Applications One Step at a Time Training Sessions:

STATE GRANT APPLICATIONS: Getting It Right from the Start - *Learn how to navigate RFPs and identify key components. Ensure organizational eligibility and application completeness. Avoid the most common compliance pitfalls.*

WHAT WORKS: Real Tips to Strengthen Your Grant Narrative *Align proposals with funder priorities and scoring rubrics. Write clear, compelling narratives that address evaluation criteria. Craft effective work plans and outcome strategies.*

BUILDING BETTER BUDGETS: Why it Matters *Understand the connection between project budget, scope of work, and outcomes. Develop a budget using allowable, allocable and reasonable costs. Create a basic budget justification/narrative.*

Competitive Priorities

DEED is committed to empowering the growth of the Minnesota economy for everyone. DEED facilitates an economic environment to produce jobs and improve the quality of the state's workforce.

Within DEED's Employment & Training Division, programs will be focused on awarding proposals that place an emphasis on the following:

Equity

DEED's Employment & Training Division programs seek to build an inclusive, skilled workforce and reduce disparities based on race, disability, and gender. Equity priorities to consider are as follows:

- Ensuring that training participants with the most significant barriers to employment have equitable access to training and employment opportunities.
- Ensuring that organizations serving hardest-to-serve populations reflect the community accessing the services and incorporating human-centered design into their programs.
- Reducing and eliminating disparities by empowering all members of our workforce to result in a more equitable and prosperous Minnesota for individuals, families, businesses, and communities.

Innovation

DEED's Employment & Training Division recognizes that new solutions must be developed to respond to new and ongoing challenges in our workforce and communities. Examples are:

- Programs that are mission-driven, utilizing best practices while having an innovation mindset to creatively imagine and apply new approaches to success.
- Initiatives that clearly show the development of innovative approaches to outreach and recruitment, reaching those who have been disconnected and disenfranchised from the workforce.
- The design and implementation of new, efficient, and effective systems for workforce development programs that address skills shortages, remove barriers to lifelong learning, and help workers improve their employability.

DEED will facilitate the growth of innovative programs by providing resources to ensure the program's ability to grow and expand.

Performance

DEED's Employment & Training Division programs are built on a foundation of partnerships, most significantly between program providers and employers to further develop opportunities for participants and increase provider performance.

- **Employment/Job Placement:** Employer partners that will offer livable wage jobs and job advancement to program participants.
- **Job Retention:** Programs that provide intentional support for participants to retain employment and advance in their chosen field.
- **Median Earnings:** Programs that pursue training and/or development that target industries and jobs with livable wages.
- **Credential Attainment Rate:** Programs that yield measurable results demonstrated by attainment of foundational skills and industry specific qualifications.

Minimum Requirements

Applicants must meet the minimum requirements to be considered for this grant opportunity. Applicants must be an eligible applicant as listed in the [eligibility section](#), and submit a completed and [signed application](#) with required forms and attachments by 5:00 PM on October 3, 2025.

Applicant organizations and their partners must have a registration in good standing with the Minnesota Secretary of State, must have 501(c)(6) status or other recognized tax-exempt designation, and be in good standing with the Internal Revenue Service (IRS). All applicants must have a physical location open to the public at designated times, in the State of Minnesota. These requirements must be met at the time of application and throughout the term of the grant.

These requirements must be met by every applicant to be considered for funding under this RFP.

Priorities

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making.

[Department of Administration, Office of Grants Management \(OGM\) Policy 08-02](#) establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities and/or disparities. This grant will serve persons from communities of color and/or low-income communities.

Grant outcomes will include:

- Outcomes as required in [Minnesota Statute 116L.98](#)
- Outcomes as listed within the “Measurable Outcomes” section of “Form 3. Work Plan” in the application.

Applicant Eligibility

Eligible applicants must be one of the following:

- Chambers of Commerce (*with 501(c)6 tax filing*)
- Trade associations (*with 501(c)6 tax filing*)

Applicant organizations and their partners must have a registration in good standing with the Minnesota Secretary of State, must have 501(c)6 status or other recognized tax-exempt designation, and be in good standing with the Internal Revenue Service (IRS). All applicants must have a physical location, open to the public at designated times, in the State of Minnesota. These requirements must be met at the time of application and throughout the term of the grant.

Organizations may submit a maximum of one (1) proposal as the primary grantee, but may be listed as partners, subgrantees, or collaborator on other proposals.

For all Drive for 5 Competitive Grants, funding will be prioritized to serving areas with historically high unemployment rates, low academic achievement rates, and where median income is below family sustainable wage (Less than \$50,000).

Target Populations

All Drive for 5 – Job Placement Services programs must serve:

- Employers with current or anticipated employment opportunities in the Drive for 5 industry sectors (Technology, Labor, The Caring Professions, Manufacturing, Educational and Professional services) **AND**;
- Graduates of Drive for 5 – Industry Sector Training programs

Applicants providing diversity, inclusion, and retention training of their members **in addition** to job placement services for Drive for 5 – Industry Sector Training programs must serve:

- Graduates of Drive for 5 – Industry Sector Training programs **AND**;
- Members of a trade association and its employers **or**
- Members of Chambers of Commerce

Target Occupations

Programs must target occupations aligned with the Drive for 5 industry sectors (Technology, Labor, the Caring Professions, Manufacturing, Educational and Professional Services). See [Labor Market Information](#) (LMI) section.

- a. **Technology** ([Table 1. Technology Occupations in Demand](#))
- b. **Labor** ([Table 2. Trades Occupations in Demand](#))
- c. **The Caring Professions** ([Table 3. Caring Professions Occupations in Demand](#))
- d. **Manufacturing** ([Table 4. Manufacturing Occupations in Demand](#))
- e. **Education and Professional Services.** ([Table 5. Educational Services Occupations in Demand](#))

Eligible Services

The objective of Drive for 5 – Job Placement Services is to ensure that Drive for 5 – Industry Sector Training program graduates are connected with employers who are currently hiring or anticipate future employment opportunities.

Drive for 5 – Job Placement Services applicants **must**:

1. Collaborate with workforce training providers that have been awarded funding under the Drive for 5 – Industry Sector Training RFP;
2. Partner with employers that have current or projected job openings;
3. Implement employer engagement strategies to align employment opportunities for individuals exiting workforce development training programs and facilitate job placement of program graduates.
 - a. These strategies may include business recruitment, job opening development, employee recruitment, and job matching. Trade associations must utilize the state's labor exchange system [MinnesotaWorks.net](#) or its successor.
4. Focus on the five targeted industry sectors (Technology, Labor, The Caring Professions, Manufacturing, and Educational and Professional Services).

In addition to supporting job placement for Drive for 5 – Industry Sector Training program graduates, Drive for 5 – Job Placement Services applicants **may** provide diversity, inclusion, and retention training of their members to increase the business' understanding of welcoming and retaining a diverse workforce; and/or industry-specific training.

DEED reserves the right to require adjustments to program design and outcomes during the grant agreement process.

Program Components

The primary objective for all grants under this RFP is to provide targeted communities with the ability to connect to and receive quality workforce development services from organizations that are culturally and linguistically relevant in their community. These organizations will be required to mitigate barriers to employment, provide industry-specific training, and move people into careers that lead to a family-sustaining wage. All activities funded under this RFP must align with this objective.

Drive for 5 – Job Placement Services Competitive Grants must provide services that lead to employment in high-growth industries and support career pathways that result in family-sustaining wages. To achieve these outcomes, Drive for 5 – Job Placement Services proposals must include the following components:

1. Industry Sectors:

Applicants are required to align their proposal with one or more of the five targeted Drive for 5 Industry Sector career pathways listed below. Applicants must demonstrate a strong connection to the targeted industries.

- a. Technology
- b. Labor
- c. The Caring Professions
- d. Manufacturing
- e. Education and Professional Services

2. Partner Involvement:

Programs **must** partner with employers with current or anticipated employment opportunities and workforce training partners participating in the Drive for 5 – Industry Sector Training program in one or more of the five targeted industries for job placement services. All partners must be listed in the Partnership Chart.

- a. Programs must demonstrate significant employer partners to strategize employment opportunities for individuals exiting Drive for 5 – Industry Sector Training programs.
- b. **Applications demonstrating significant partnerships/connections with potentially awarded Drive for 5 - Industry Sector Training partners and those who have a demonstrated history of working successfully with prior Drive for 5 grantees will be given prioritization for funding.**
- c. Programs may collaborate with partners to provide, administer, or facilitate diversity, inclusion, and retention training for members and their employees; and/or industry-specific training.

3. Job Placement and Retention Services: Programs must facilitate employer relationships with the Drive for 5 – Industry Sector Training programs.

Collaboration

Partnerships are required for the Drive for 5 – Job Placement Services program. Applicants must prioritize employer partnerships and offer direct, industry-specific connections to employers in the five industry sectors. Applicants are required to include a Letter of Support³ from each partner with which they will engage to provide the services set forth in the proposal. Include all established partnerships in the Partnership Chart within the [Application](#).

Partners must include:

- Employers with current or anticipated employment opportunities
- Drive for 5 – Industry Sector Training Partner

It is **highly encouraged** to have multiple partners for these grants. Quality Letters of Support are not form letters. Letters should be unique to the partner. Within the letter include the role of the partner in the grant, their relevant experience, and any existing collaborations.

If a partner has a potential or perceived conflict of interest, such as providing donations to the applicant or sitting on the applicant's board of directors, ownership interests, attach a letter of disclosure explaining the relationship of the partner to the applicant organization.

Upon grant agreement, applicants must be able to provide a memorandum of understanding (MOU) and/or contract for each partner (compensated/uncompensated) significantly contributing to the services being provided.

³ Letters of Support are letters typed on business letterhead that list the specific commitments the partner will make to the proposed program.

Tasks/Deliverables

Successful applicants will be required to:

- Utilize Workforce One as the case management system for the grant, in compliance with [Minnesota Statute 116L.98](#).
- Enter and enroll all participants in Workforce One within 15 business days of the participant application date.
- Maintain current Workforce One data entry throughout the grant agreement period. All information must be entered into Workforce One within 15 business days of the event date.
- Enter all case notes, activities, credentials, employment data, etc. within 15 business days of the event date into Workforce One.
- Participate in grantee onboarding training within the first 60 days of grant agreement execution.
- Submit a quarterly narrative that describes the progress of the grant (due the 30th of the month following the end of the quarter).
- Participate in 30, 60, and 90-day check-in meetings with the ACP Grant Coordinator.
- Participate in quarterly engagement sessions with other grantees.
- Actively participate in evaluation and data collection efforts that assess the impact of this initiative.
- Submit monthly Reimbursement Payment Request Forms (RPRs) to designated contact within DEED. RPRs must accurately reflect actual grant expenditures and obligations consistent with rates of participation which grant administrators will be able to track.
- Purchases of equipment over \$5,000 must be pre-approved by DEED, outlined within the agreed upon grant agreement, and follow the bidding process outlined within the [Adult Career Pathways Program Operations Guide](#).
- Comply with applicable state and Federal requirements/policies. Applicable policies may include but are not limited to: Federal Regulations, DEED policies, State Statutes, Uniform Guidance, and OGM Policies.

Grantees providing direct services to individuals are required to follow DEED program administration guidelines including reviewing and following all program requirements as outlined in the [Adult Career Pathways Program Operations Guide](#).

Additional Considerations

A program providing work-based learning must ensure the employer on record complies with the employee safeguard laws: Sick and Safe Time and Paid Family and Medical Leave.

Earned Sick and Safe Time; [Effective Jan. 1, 2024](#), Minnesota's earned sick and safe time law requires employers to provide paid leave to employees who work in the state. For more information see: <https://www.dli.mn.gov/sick-leave>

Paid Family and Medical Leave; Effective January 1, 2026, paid family and medical leave benefits to provide Minnesotans with paid time off when a serious health condition prevents them from working, when they need time to care for a family member or a new child, for certain military-related events or for certain personal safety issues.

The two main types of leave:

- **Family Leave** to care for a family member with a serious health condition, or if they're bonding with a new baby or child in their family.
- **Medical Leave** when their own serious health condition prevents them from working.

Additionally, Minnesotans will be able to take leave to support a family member in the military deploying overseas, or if they or a family member are facing a significant personal safety issue. For more information see: <https://mn.gov/deed/programs-services/paid-family/>.

Selection Criteria and Weight

The review committee will be reviewing each applicant on a 100-point scale. A standardized scoring system will be used to describe how the applicant will be rated on the various criteria and used by reviewers to determine the extent to which the applicant meets the criteria.

Proposals will be reviewed, and scored by reviewers who will provide a recommendation to the Commissioner for final review and award decisions. The review committee will consist of DEED staff and community members with expertise in Workforce Development, Education and Training, and/or program-specific Business and Industry. The review committee will evaluate all eligible and complete applications received by the deadline.

The Commissioner of DEED will review all committee recommendations and is responsible for award decisions. The Commissioner of DEED reserves the right to prioritize resources to proposals that address racial equity and geographical location, and to increase or decrease the amount of the funding requested. The award decisions of DEED are final and not subject to appeal.

Scoring

Scoring will be on a 100-point scale with points available in 7 sections:

1. Organizational Capacity and Relevant Experience (10 points)
2. Program Description (25 points)
3. Program Implementation Workplan (20 points)
4. Outreach and Community Engagement Workplan (10 points)
5. Partnerships and Collaboration (10 points)
6. Performance, Evaluation and Reporting (15 points)
7. Budget/Fiscal Capacity (10 points)

The [Application](#) is in a question/answer format and must be completed in its entirety. The following is a list of the sections within the application with recommendations on what to include to be considered a strong proposal.

1. Organizational Capacity and Relevant Experience (10 points)

- a. Strong proposals will include:
 - i. Staff expertise and cultural competency with target populations;
 - ii. Success in leading partnership-based initiatives;

- iii. Unique strengths that support program success and consistency with the Drive for 5 Initiative.

2. Program Description (25 points)

- a. Strong proposals will:
 - i. Provide a comprehensive description of the proposed program's structure, goals, and components;
 - ii. Describe clear strategies for connecting graduates of Drive for 5 – Industry Sector Training programs with employers;
 - iii. Justify the funding request by demonstrating need and alignment with Drive for 5 objectives.

3. Program Implementation Workplan (20 points)

- a. Strong proposals will:
 - i. Break down the project description into clear action steps;
 - ii. Include a detailed, realistic timeline;
 - iii. Identify potential challenges to program implementation, developing partnerships, or achieving outcomes; and
 - iv. Provide a completed Workplan Table with achievable projections.

4. Outreach and Community Engagement Workplan (10 points)

- a. Strong proposals will:
 - i. Describe a clear plan to recruit employers who have current or anticipated job openings aligned with Drive for 5 – Industry Sector Training program graduates;
 - ii. (If applicable), include strategies to recruit business members and their employees for diversity, inclusion, and retention training, and will demonstrate efforts to link these businesses to Drive for 5 – Industry Sector Training program graduates.

5. Partnerships and Collaboration (10 points)

- a. Strong proposals will include:
 - i. Describe past collaboration with nonprofit workforce training partners awarded under previous Drive for 5 grants (if applicable);
 - ii. Identify current or planned partnerships with Drive for 5 - Industry Sector Training providers;
 - iii. Describe the nature of the partnership, including how they will support job placement; and
 - iv. A completed Partnership Chart and Letters of Support.

6. Performance, Evaluation and Reporting (15 points)

- a. Strong proposals will:
 - i. Demonstrate the organization's experience in managing public and private grant funding;
 - ii. Define what success looks like in the context of the Drive for 5 initiative; and
 - iii. Describe tools that will be used to assess the impact of diversity, equity, inclusion, and retention training on organizations and employees.

7. Budget/Fiscal (10 points)

- a. Strong proposals will feature:

- i. A balanced organizational budget;
- ii. A realistic project budget; and
- iii. A completed Budget table.

Additionally, the Adult Career Pathways team will review each application on criteria such as program services, past performance (if applicable), reviewer scores, geographical area served, organizational eligibility, completeness of application, and partnerships.

Research and data assistance is available to strengthen grant proposal by finding relevant and timely data on the economy and labor market including in-demand careers, industries and jobs in your region. These tools are available at no cost from our research analysts and Labor Market Information (LMI) office / Minnesota Department of Employment and Economic Development (mn.gov).

- [Employment Outlook \(Employment Projections\) / Minnesota Department of Employment and Economic Development](#)
- [Occupations in Demand \(OID\) / Minnesota Department of Employment and Economic Development](#)

Performance Measurement

Performance measurement is a **critical element of accountability for public resources**. During the funding period, DEED will enhance its review and evaluation of program performance by examining the multiple performance data reported in Workforce One. Some key performance measurements will be: Job Placements, Wage Rate, Job Retention and Credential Attainment.

DEED believes that these four critical performance indicators, along with quality demographic data will highlight the comprehensive work our partners perform, and it will provide reliable data on the effectiveness and efficiency of the funded programs, and thereafter help with making future program and funding decisions.

All programs funded in whole or in part by state funds are subject to the requirements in the RFP, and as found in [Minnesota Statute 116L.98 Workforce Program Outcomes](#).

In accordance with the [OGM Policy 08-13](#) past performance on awarded and closed Minnesota state grants will be considered when evaluating proposals for future grants. New Grantees will not be held to this policy, and former Grantees who have met outcomes as defined in the grant agreement will be considered compliant.

The Commissioner of DEED will review all committee recommendations and is responsible for award decisions. The Commissioner of DEED reserves the right to prioritize resources to proposals that address racial equity and geographical location, and to increase or decrease the amount of the funding requested. The award decisions of DEED are final and not subject to appeal.

Labor Market Information

All Drive for 5 Initiative Programs must target training and job placement for occupations aligned with the Drive for 5 industry sectors (Technology, Labor, the Caring Professions, Manufacturing, Educational and Professional Services).

Table 1. Technology Occupations in Demand					
Title	2025 Employment Estimate	Median Hourly Wage 2025	Median Annual Wage 2025	Current Demand Ranking 2024	2022-2032 Percent Change
Vocational Training/Postsecondary Nondegree Award					
Computer User Support Specialists	14,740	\$30.71	\$63,865	Five Stars	4.9%
Associate Degree					
Computer Network Support Specialists	3,410	\$37.60	\$78,205	Four Stars	6.6%
Bachelor's Degree					
Computer & Information Systems Managers	10,710	\$83.44	\$173,555	Five Stars	14.7%
Project Management Specialists	17,970	\$47.55	\$98,919	Five Stars	7.9%
Management Analysts	21,530	\$46.63	\$96,988	Five Stars	9.2%
Computer Systems Analysts	10,580	\$52.05	\$108,256	Five Stars	7.3%
Software Developers	39,580	\$60.73	\$126,309	Five Stars	24.2%
Network & Computer Systems Administrators	4,420	\$47.08	\$97,932	Four Stars	1.9%
Information Security Analysts	2,550	\$62.82	\$130,660	Three Stars	28.0%
Computer Network Architects	2,010	\$61.77	\$128,480	Three Stars	1.3%
Software Quality Assurance Analysts & Testers	2,930	\$51.16	\$106,400	Three Stars	18.9%
Web Developers	1,470	\$48.70	\$101,289	Three Stars	15.7%
Operations Research Analysts	1,300	\$43.51	\$90,508	Three Stars	22.1%
Data Scientists	3,500	\$57.45	\$119,514	Three Stars	34.0%
Source: DEED Occupations in Demand, Occupational Employment & Wage Statistics					
Table 2. Trades Occupations in Demand					
Title	2025 Employment Estimate	Median Hourly Wage 2025	Median Annual Wage 2025	Current Demand Ranking 2024	2022-2032 Percent Change
High School Diploma or Equivalent					
First-Line Supervisors of Construction Trades Workers	11,960	\$46.99	\$97,731	Five Stars	7.0%
Carpenters	15,190	\$31.67	\$65,877	Five Stars	4.4%
Construction Laborers	27,510	\$28.77	\$59,835	Five Stars	8.3%
Operating Engineers & Construction Equipment Operators	8,290	\$38.50	\$80,072	Five Stars	9.9%
First-Line Supervisors of Mechanics, Installers & Repairers	9,140	\$41.48	\$86,281	Five Stars	5.2%
Property, Real Estate & Community Association Managers	4,990	\$31.08	\$64,642	Four Stars	4.0%
Cement Masons & Concrete Finishers	4,150	\$31.16	\$64,818	Four Stars	1.5%
Painters, Construction & Maintenance	3,480	\$29.84	\$62,056	Four Stars	3.9%
Highway Maintenance Workers	3,860	\$29.84	\$62,056	Four Stars	9.8%
Paving, Surfacing, & Tamping Equipment Operators	1,130	\$33.77	\$70,228	Three Stars	11.1%
Roofers	2,010	\$38.08	\$79,206	Three Stars	5.6%
Sheet Metal Workers	2,230	\$30.64	\$63,737	Three Stars	5.1%
Security & Fire Alarm Systems Installers	690	\$37.93	\$78,901	Three Stars	8.9%
Telecommunications Line Installers & Repairers	940	\$29.95	\$62,291	Three Stars	7.6%
Vocational Training/Postsecondary Nondegree Award					
Electricians	12,970	\$39.89	\$82,976	Five Stars	9.9%
Plumbers, Pipefitters, & Steamfitters	8,520	\$40.80	\$84,861	Five Stars	5.5%
Heavy & Tractor-Trailer Truck Drivers	38,530	\$29.76	\$61,900	Five Stars	5.8%
Telecommunications Equipment Installers & Repairers	2,150	\$32.65	\$67,903	Three Stars	9.9%
Electrical Power-Line Installers & Repairers	1,670	\$51.50	\$107,123	Three Stars	6.0%

Associate Degree					
Civil Engineering Technologists & Technicians	1,480	\$38.13	\$79,331	Four Stars	4.1%
Electrical & Electronic Engineering Technicians	1,200	\$37.60	\$78,205	Four Stars	2.2%
Architectural & Civil Drafters	2,440	\$32.74	\$68,104	Three Stars	4.3%
Bachelor's Degree					
Construction Managers	5,260	\$57.08	\$118,735	Four Stars	6.4%
Architectural & Engineering Managers	4,190	\$81.73	\$169,987	Four Stars	7.5%
Cost Estimators	4,170	\$38.84	\$80,790	Four Stars	1.7%
Civil Engineers	4,350	\$49.46	\$102,881	Four Stars	8.3%
Electrical Engineers	3,430	\$51.28	\$106,654	Four Stars	4.9%
Architects, exc. Landscape & Naval	2,430	\$46.51	\$96,735	Three Stars	7.4%
Environmental Engineers	980	\$51.19	\$106,471	Three Stars	5.0%

Source: DEED Occupations in Demand, Occupational Employment & Wage Statistics

Table 3. Caring Professions Occupations in Demand

Title	2025 Employment Estimate	Median Hourly Wage 2025	Median Annual Wage 2025	Current Demand Ranking 2024	2022-2032 Percent Change
High School Diploma or Equivalent					
Social & Human Service Assistants	11,290	\$23.82	\$49,554	Five Stars	7.3%
Medical Secretaries & Administrative Assistants	16,240	\$23.74	\$49,388	Five Stars	5.1%
Medical Equipment Preparers	1,260	\$23.76	\$49,403	Four Stars	5.2%
Opticians, Dispensing	1,630	\$23.90	\$49,716	Three Stars	5.5%
Psychiatric Aides	240	\$24.31	\$50,563	Three Stars	6.3%
Vocational Training/Postsecondary Nondegree Award					
Pharmacy Technicians	7,110	\$23.68	\$49,250	Five Stars	7.7%
Licensed Practical & Licensed Vocational Nurses	12,740	\$29.68	\$61,735	Five Stars	3.5%
Dental Assistants	5,590	\$31.60	\$65,725	Five Stars	6.2%
Medical Assistants	9,930	\$24.14	\$50,217	Five Stars	13.1%
Substance Abuse, Beh. Dis. & Mental Health Counselors	7,910	\$28.63	\$59,554	Five Stars	18.0%
Paramedics	1,720	\$33.15	\$68,966	Four Stars	5.7%
Psychiatric Technicians	2,080	\$23.70	\$49,290	Four Stars	6.4%
Medical Records Specialists	3,250	\$28.93	\$60,153	Four Stars	7.7%
Health Technologists & Technicians, All Other	1,980	\$26.86	\$55,852	Four Stars	6.4%
Massage Therapists	1,440	\$36.92	\$76,780	Four Stars	17.4%
Ophthalmic Medical Technicians	990	\$29.66	\$61,674	Three Stars	10.2%
Associate Degree					
Registered Nurses	64,740	\$49.19	\$102,303	Five Stars	5.3%
Dental Hygienists	4,660	\$48.26	\$100,376	Five Stars	6.6%
Radiologic Technologists & Technicians	4,250	\$39.48	\$82,110	Five Stars	5.4%
Diagnostic Medical Sonographers	1,510	\$49.30	\$102,536	Four Stars	14.4%
Surgical Technologists	1,640	\$38.01	\$79,057	Four Stars	5.3%
Veterinary Technologists & Technicians	4,320	\$24.13	\$50,183	Four Stars	21.9%
Respiratory Therapists	1,190	\$42.93	\$89,291	Three Stars	14.0%
Cardiovascular Technologists & Technicians	910	\$33.87	\$70,467	Three Stars	4.9%
Magnetic Resonance Imaging Technologists	750	\$48.59	\$101,076	Three Stars	10.4%
Surgical Assistants	180	\$48.76	\$101,421	Three Stars	4.2%
Occupational Therapy Assistants	690	\$29.61	\$61,597	Three Stars	20.1%
Physical Therapist Assistants	1,290	\$30.93	\$64,312	Three Stars	24.3%
Community Health Workers	1,070	\$23.32	\$48,509	Three Stars	13.2%
Medical Equipment Repairers	1,950	\$33.91	\$70,530	Three Stars	17.6%
Bachelor's Degree					
Medical & Health Services Managers	10,130	\$55.54	\$115,511	Five Stars	26.1%
Clinical Laboratory Technologists & Technicians	6,010	\$36.49	\$75,903	Five Stars	4.8%
Child, Family, & School Social Workers	6,430	\$31.70	\$65,934	Five Stars	5.6%
Social & Community Service Managers	5,310	\$40.32	\$83,862	Four Stars	8.5%

Health Education Specialists	1,480	\$38.07	\$79,189	Four Stars	9.4%
Dietitians & Nutritionists	1,330	\$36.86	\$76,674	Three Stars	5.0%

Source: DEED Occupations in Demand, Occupational Employment & Wage Statistics

Table 4. Manufacturing Occupations in Demand

Title	2025 Employment Estimate	Median Hourly Wage 2025	Median Annual Wage 2025	Current Demand Ranking 2024	2022-2032 Percent Change
High School Diploma or Equivalent					
Sales Representatives, Wholesale & Manufacturing, Except Technical & Scientific Products	32,010	\$36.47	\$75,860	Five Stars	5.6%
Production, Planning, & Expediting Clerks	7,250	\$30.28	\$62,965	Five Stars	5.8%
First-Line Supervisors of Production & Operating Workers	13,270	\$38.20	\$79,462	Five Stars	4.5%
Welders, Cutters, Solderers, & Brazers	9,420	\$28.71	\$59,701	Five Stars	6.1%
Inspectors, Testers, Sorters, Samplers & Weighers	10,510	\$25.61	\$53,256	Five Stars	2.5%
Maintenance Workers, Machinery	840	\$31.19	\$64,857	Four Stars	12.7%
Molding, Coremaking, & Casting Machine Setters, Operators & Tenders, Metal & Plastic	2,840	\$23.02	\$47,889	Four Stars	0.6%
Coating, Painting & Spraying Machine Operators	3,630	\$26.51	\$55,137	Four Stars	3.5%
Food Roasting, Baking & Drying Machine Operators	900	\$23.39	\$48,641	Three Stars	1.1%
Extruding & Drawing Machine Operators, Metal & Plastic	820	\$26.56	\$55,238	Three Stars	1.3%
Multiple Machine Tool Operators, Metal & Plastic	2,190	\$23.28	\$48,427	Three Stars	5.3%
Cabinetmakers & Bench Carpenters	2,770	\$23.14	\$48,112	Three Stars	4.7%
Separating, Filtering, Clarifying, Precipitating, & Still Machine Setters, Operators, & Tenders	1,510	\$25.97	\$54,029	Three Stars	4.5%
Mixing & Blending Machine Setters, Operators, & Tenders	1,480	\$25.15	\$52,311	Three Stars	3.5%
Cutting & Slicing Machine Setters, Operators, & Tenders	1,330	\$27.58	\$57,363	Three Stars	1.9%
Vocational Training/Postsecondary Nondegree Award					
Industrial Machinery Mechanics	6,650	\$33.50	\$69,671	Five Stars	20.5%
Machinists	14,910	\$29.26	\$60,849	Five Stars	7.6%
Tool & Die Makers	1,060	\$31.96	\$66,481	Three Stars	2.9%
Stationary Engineers & Boiler Operators	1,540	\$35.95	\$74,776	Three Stars	3.3%
Computer Numerically Controlled Tool Programmers	1,490	\$37.11	\$77,195	Three Stars	21.4%
Associate Degree					
Industrial Engineering Technologists & Technicians	5,430	\$32.31	\$67,201	Four Stars	8.2%
Mechanical Engineering Technologists & Technicians	530	\$35.50	\$73,834	Three Stars	4.6%
Bachelor's Degree					
General & Operations Managers	73,900	\$46.71	\$97,140	Five Stars	6.8%
Industrial Production Managers	5,130	\$56.51	\$117,542	Five Stars	5.4%
Industrial Engineers	18,000	\$49.54	\$103,043	Five Stars	16.6%
Mechanical Engineers	5,970	\$48.27	\$100,386	Five Stars	13.7%
Sales Representatives, Wholesale & Manufacturing, Technical & Scientific Products	4,330	\$46.87	\$97,499	Four Stars	12.4%
Electronics Engineers, Except Computer	980	\$46.97	\$97,678	Three Stars	10.5%
Food Scientists & Technologists	0	\$46.00	\$95,701	Three Stars	5.6%

Source: DEED Occupations in Demand, Occupational Employment & Wage Statistics

Table 5. Educational Services Occupations in Demand

Title	2025 Employment Estimate	Median Hourly Wage 2025	Median Annual Wage 2025	Current Demand Ranking 2024	2022-2032 Percent Change
High School Diploma or Equivalent					
Coaches & Scouts	3,760		\$47,820	Five Stars	12.8%
Bus Drivers, School	10,860	\$24.16	\$50,258	Five Stars	8.0%
Bachelor's Degree					
Elementary School Teachers, exc. Special Education	24,320		\$64,017	Five Stars	3.8%

Middle School Teachers, exc. Special & Career/Tech. Ed.	10,420		\$62,546	Five Stars	3.8%
Secondary School Teachers, exc. Special & Career/Tech. Ed.	17,850		\$64,858	Five Stars	4.1%
Special Education Teachers, Secondary School	4,720		\$72,120	Five Stars	3.1%
Substitute Teachers, Short-Term	8,430	\$23.75	\$49,402	Five Stars	5.4%
Kindergarten Teachers, exc. Special Education	2,640		\$66,907	Four Stars	3.7%
Special Education Teachers, Kindergarten & Elem. School	3,850		\$64,220	Four Stars	2.9%
Special Education Teachers, Middle School	2,140		\$61,806	Four Stars	2.8%
Education & Childcare Administrators, Pre-K & Daycare	1,120	\$29.07	\$60,479	Three Stars	4.5%
Career/Technical Education Teachers, Secondary School	870		\$65,994	Three Stars	2.7%
Special Education Teachers, Preschool	1,130		\$67,516	Three Stars	3.2%
Librarians & Media Collections Specialists	2,290	\$36.70	\$76,329	Three Stars	4.9%
Source: DEED Occupations in Demand, Occupational Employment & Wage Statistics					

Required Financial and Grantee Capacity Review

[Minnesota Statute 16B.981](#) requires that a pre-award risk assessment is conducted for grant awards of \$50,000 or more.

All grantees as defined in [Minnesota Statute 16B.981 Subdivision 1 \(c\)](#) applying for grants in the state of Minnesota must undergo a financial and capacity review prior to a grant award of \$50,000 and higher.

In order to comply with this requirement, the following information and documents (all forms are included within the application) will need to be submitted before the grant agreement is fully executed:

A. Capacity Responses: All potential grantees: Form 9

Please describe your history of performing the work that will be funded by the grant. Include a description of your organization's current staffing, current budget, and capacity to perform the work required under this grant.

B. Certification: No current principals have been convicted of a felony financial crime in the last ten years: All potential Grantees: Form 10

C. Evidence of good standing: For-profit and nonprofit potential grantees: Form 11

For-profit and nonprofit grantees: Filed and up to date with the Secretary of State

D. Nonprofit grantees as applicable: Form 12

- Most recent Form 990 or Form 990-EZ
- Most recent audited financial statement of a charitable organization which has received total revenue in excess of \$750,000 for the 12 months of operations covered by the statement per [Minnesota Statute 309.53](#)
- Most recent board-reviewed (or managing group if applicable) financial statements, description of internal controls over business expenditures and outcomes of grant funds, if awarded, and evidence of exemption

The submission of inaccurate or misleading information may be grounds for disqualification from the grant agreement award and may subject an organization to suspension or debarment proceedings, as well as other remedies available to the State, by law.

[Minnesota Statute 16B.981, Subdivision 3-5](#) establishes the authority for a granting agency to:

- Provide or require enhanced grant oversight
- Request additional information from a potential grantee to determine whether there is a substantial risk that the potential grantee cannot or would not perform the required duties of the grant agreement.

- The potential grantee has 30 business days to respond
- Develop a plan to address the risk or concerns identified
- Not award the grant.
 - The granting agency must provide notice of this determination to not award the grant to the grantee and the Commissioner of Administration.
 - The notice must include the following:
 - The reason for postponing/not awarding the grant
 - The timeline for the process for contesting the agency's decision

Questions:

- All questions must be submitted in writing via email to Beth Bidinger, Beth.Bidinger@state.mn.us
- All answers will be posted weekly at [https://mn.gov/deed/about/grant agreements/open-rfp.jsp](https://mn.gov/deed/about/grant%20agreements/open-rfp.jsp)
- Please submit questions no later than 5:00 p.m. Central Time, on 9/25/2025. Questions will not be accepted after this date.
- An informational webinar will be held for interested responders on Friday, August 22, 2025 at 11:00 a.m. This webinar will be recorded and posted to the DEED Competitive Grants and Grant agreements webpage.
 - Link to webinar:
<https://minnesota.webex.com/minnesota/j.php?MTID=mfe89a7b1af6769bb96ca11c702fbf994>

Application Content

Applicants must submit the following for the application to be considered complete:

- Form 1: Cover Sheet
- Form 2: Narrative Responses
- Form 3: Work Plan
- Form 4: Budget
- Form 5: Partnership Chart
 - Letters of Support of Intent to Grant agreement
 - Partnership Conflict of Interest Disclosure Letters (if applicable)
- Form 6: Unemployment Insurance Account Consent
- Form 7: Applicant Conflict of Interest Disclosure Form
- Form 8: Affidavit of Non-Collusion
- Form 9: Performance Capacity
- Form 10: No Conviction of Felony Financial Crime by Principal
- Form 11: Evidence of Good Standing
- Form 12: Required Nonprofit Grantee Documents
 - Applicant financial statements as listed on Form 12

Please do not submit any other materials (binders, photos, etc.)

Unrequested materials will not be reviewed.

IMPORTANT: Applicants may be required to supplement their proposals at the request of the Commissioner of DEED and/or the Governor's Office.

Application Submission Instructions

The application and all forms should be saved and submitted as **one PDF** (.pdf). To submit a proposal, you must email the completed application packet including the required forms to ACPgrants.deed@state.mn.us with the subject line "Drive for 5 – Job Placement Services Application – [insert your organization name]." The application packet must be completed in its entirety, or the submission will not be considered for funding.

All applications must be time stamp received by DEED via email no later than 5:00 p.m. Central Time, on Friday, October 3, 2025. Late applications will not be considered. The submission must include the signed and completed Application and all required forms.

Applications must be submitted via email as a PDF to:

DEED Employment and Training Division

Office of Adult Career Pathways

Email: ACPgrants.deed@state.mn.us

The state is not responsible for any errors or delays caused by technology-related issues. Applicants should anticipate delays in the application getting through DEED's system, and therefore should submit their application before the deadline time.

Applicants will receive an auto-reply confirmation of receipt of their submission. If your submission does not receive an auto-reply confirmation within one hour of submission, please contact: Beth.Bidinger@state.mn.us

Disclaimer: All costs incurred in responding to the RFP will be borne by the responder. This RFP does not obligate the State to award a grant agreement or complete the project. The State also reserves the right to cancel the solicitation if it is considered to be in its best interests.

Review Process and Timeline

The review committee will evaluate all eligible and complete applications received by the deadline. DEED will review all committee recommendations and is responsible for award decisions.

RFP posted on the DEED website	August 13, 2025
Questions due no later than 5:00 pm CST	September 25, 2025
Applications due no later than 5:00 pm CST	October 3, 2025
Committee begins review of applications	October 10, 2025
Selected grantees announced; grant agreement grant agreement negotiation begins	November 14, 2025

Post-Selection Requirements

Conflicts of Interest

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers per [Minnesota Statute 16B.98 Subdivision 2-3](#) and [OGM Policy 08-01 Conflict of Interest in State Grant-Making Policy](#).

Organizational conflicts of interest occur when:

- a grantee or applicant is unable or potentially unable to render impartial assistance or advice to the Department due to competing duties or loyalties
- a grantee’s or applicant’s objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties

In cases where a conflict of interest is in question or disclosed, the applicants or grantees will be notified and actions may be pursued, including but not limited to, revising the grant work plan or grantee duties to mitigate the risk, requesting the grant applicant to submit an organizational conflict of interest mitigation plan, disqualification from eligibility for the grant award, amending the grant, or termination of the grant agreement.

Grantees must disclose any actual, potential, or perceived conflict of interest with any subgrantee/grant contractor/vendor/trainers to be compensated with state grant funds listed in Partnership Chart upon grant agreement execution and/or disbursing payments to the partners. All grantees are required to comply with [OGM Policy 08-01](#), with particular attention to “Organizational Conflicts of Interest”. All partners to be compensated with state grant funds must complete a [Compensated Partner Information Form](#).

Public Data

Per [Minnesota Statute 13.599](#)

Names and addresses of grant applicants and amount requested will be public data once proposal responses are opened.

All remaining data in proposal responses (except trade secret data as defined and classified in [13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant agreement agreements have been fully executed.

All data created or maintained by DEED as part of the evaluation process (except trade secret data as defined and classified in [13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant agreements have been fully executed.

Grant Provisions

Grant agreement templates are available for review at: [Grants Management Policies, Statutes, and Forms/Forms and FAQs tab](#)

Accountability and Reporting

Grantees are required to collect and report data on participants during service delivery. Grantees must input participant data into DEED's case management system – Workforce One. Workforce One participant data entry ensures programs maintain performance measures as defined and governed by the [Workforce Program Outcomes Statute](#). Grantees must learn and commit to using Workforce One.

Grantees are also required to submit quarterly grant reports, and monthly financial reports each year of the grant period.

This information will be used to monitor grantees' service delivery, confirm grant reimbursement requests, and measure performance.

Tax Identification and UEI Numbers

DEED grantees are required to have both state and federal tax identification numbers and are encouraged to have a valid Unique Entity Identifier (UEI) number created in SAM.gov. A UEI number is a unique, twelve-digit identification number for each physical location of your business. UEI numbers are free for all state vendors and can be obtained via the [SAM.gov](#) website.

Vendor Registration

Grant recipients new to DEED-funded grants must complete a grant agreement before DEED will disburse any funds. The State of Minnesota's accounting and procurement system is called State-Wide Integrated Financial Tools (SWIFT). Every organization or sub-grantee doing business with the state is considered a vendor. Vendors must be registered with the State of Minnesota. Vendors can interact with the state through the [Supplier Portal](#), which is part of SWIFT. The Supplier Portal allows vendors to login and view payment detail as

well as maintain address and contact information related to their vendor record. For new prospective grantees (vendors), if you are awarded a grant, it will be necessary to register as vendor via the [Vendor Registration link](#).

Grant Payments

Per [OGM Policy 08-08](#) reimbursement is the preferred method for making grant payments. All grantee requests for reimbursement must correspond to the approved grant budget. The State shall review each request for reimbursement against the approved grant budget, grant expenditures to-date and the latest grant progress report before approving payment. Grant payments shall not be made on grants with past due progress reports unless DEED has given the grantee a written extension.

Grant Monitoring

[Minnesota Statute 16B.97](#) and [OGM Policy 08-10](#) Grant Monitoring require the following:

- One monitoring visit during the grant period on all state grants of \$50,000 and higher
- Annual monitoring visits during the grant period on all grants of \$250,000 and higher
- Conducting a financial reconciliation of the grantee's expenditures at least once during the grant period on grants of \$50,000 and higher. For this purpose, the grantee must make expense receipts, employee timesheets, invoices, and any other supporting documents available upon request by the State.

Grantee Bidding Requirements:

Any grant-funded services and/or materials that are expected to cost:

\$100,000 or more must undergo a formal notice and bidding process.

Between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.

Between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.

The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:

- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
- Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
- Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)

The grantee must maintain:

- Written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of grant agreements.
- Support documentation of the purchasing and/or bidding process utilized to grant agreement services in their financial records, including support documentation of verbal quotes or bids and justifying a single/sole source bid, if applicable.

The grantee must not grant agreement with vendors who are suspended or debarred in MN:

[Suspended/Debarred Vendor Information](#)

For grant-funded projects that include construction work of \$25,000 or more, prevailing wage rules apply per; [Minnesota Statute 177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

Audits

Per [Minnesota Statute 16B.98 Subdivision 8](#), the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the Commissioner of Administration, the state granting agency and either the legislative auditor or the state auditor, as appropriate. This requirement will last for a minimum of six years from the grant agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Affirmative Action and Non-Discrimination Requirements for all Grantees:

- A. The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified. [Minnesota Statute 363A.02](#). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.
- B. The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Minnesota Rules, part [5000.3500](#)
- C. The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the [Minnesota Human Rights Act](#).

Other State and Federal Requirements

DEED grantees must also comply with all state and federal requirements including, but not limited to:

- Worker's compensation;
- Affirmative action;
- Data privacy;
- Equal Employment Opportunity;
- The Americans with Disabilities Act (ADA);
- Voter Registration;
- Unemployment Insurance*

*A grantee's Unemployment Insurance account must be current.

SNAP Employment and Training Reimbursement Program

Grantees serving Supplemental Nutrition Assistance Plan (SNAP) participants may be eligible for the state's SNAP E&T Reimbursement Program. DEED may reimburse grantees enrolled in the program 50% of the non-federal funds used to train SNAP participants.

Voter Registration Requirement

The grantee will comply with [Minnesota Statute 201.162](#) by providing voter registration services for its employees and for the public served by the grantee.

Contact Information

For more information about this RFP, contact:

Employment and Training Division, Office of Adult Career Pathways

Beth Bidinger; ACP Program Coordinator

Email: Beth.Bidinger@state.mn.us

Individuals with disabilities who need alternative formats can contact DEED at 651-259-7012 for assistance.