

Workforce Development

The Workforce Development grant program supports education and training initiatives that emerge from industry sectors, schools or collaborations that build capacity, increase responsiveness or demonstrate innovation to address workforce needs.

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Eligible Applicants: An accredited post-secondary education institution and/or nonprofit organizations partnering with industries providing education or training programs operating within the agency's service area. Multi-organization collaboration is also welcome.

Ineligible Costs: Examples include direct charges for meals, food and beverages. Lodging and mileage are ineligible, except when related to a trainer.

Funding: The Workforce Development grant program is funded up to \$350,000 for FY2020. The agency requires a 1:1 match per project. In-kind materials and/or labor are not eligible towards the project match.

**Please address the evaluation criteria in your project narrative by choosing the scoring model below that applies to your project.*

SCORING MODEL #1 - Employer/Industry Training Initiative

Evaluation Criteria (100 points)

- 1. Job creation. (10 points)**
 - Describe job creation or retention, if any that will result from this project. (Minnesota Statute 298.22 subd. 13)
- 2. Workforce impact. (50 points)**
 - Aligns curriculum with industry demands.
 - Industry recognized certification or diploma.
 - Supports retention and expansion of local industries.
 - Expected number of participants.
 - Expected outcomes and measures of the program.
 - Meets national, state or regional standards.
- 3. Community benefit and partnerships. (20 points)**
 - Clearly defined industry/education partnership.
 - Strategies for training recruitment.
 - Leverage.
- 4. Project planning and management. (15 points)**
 - Project must be ready to start within nine months for full points.
 - Qualifications of the project's lead principal.
 - Capability to execute project.
 - Program funding has not been awarded in the past two fiscal years.

5. Project serves an underserved community/population. (5 points)

- Minority.
- Geography.
- Economic status.

**SCORING MODEL #2 - Non-Employer/Industry Training Initiative
Evaluation Criteria (100 points)**

1. Job creation. (10 points)

- Describe job creation or retention, if any that will result from this project. (see MN Statute 298.22 subd. 13)

2. Applicability of project to the grant program purpose. (15 points)

3. Project overview. (25 points)

- Project narrative reflects the goals and desired outcomes of the project.
- Leverage.
- Program funding has not been awarded in the past two fiscal years.

4. Significance of the project and the impact. (25 points)

- Increases and/or supports learning opportunities or activities.
- Demonstrates value and lasting impact.
- Contributes to student career success.

5. Project timeliness and readiness. (5 points)

- Project is ready to begin within six months.

6. Community benefit and partnerships. (15 points)

- Collaboration with other partners.
- Project describes how many communities, students or employers will be served.

7. Project serves an underserved community/population. (5 points)

- Minority.
- Geography.
- Economic status.

Application Process and Review

Applications are accepted July 1 through July 31, 2019. All eligible applications received during this time period are reviewed and scored according to the evaluation criteria. Grants are awarded to the most competitive applications. Applications submitted after July 31, 2019 through the end of the agency's fiscal year (June 30, 2020) may be awarded on a rolling basis subject to meeting minimum scoring criteria and subject to the availability of remaining program funds.

Applications are reviewed by a team and evaluated and scored on an individual basis. Grant program administrators do not score applications for their respective program.

Project funding is subject to the Commissioner's final approval. Project must meet objectives, priorities and policies established by the Commissioner.

Notify grant program administrator of any changes to application after final submittal.

Application Checklist

- Project Narrative:**
 - Narrative must address evaluation criteria.
- Letter(s) of support.**
- Resolution authorizing applicant to apply for and accept funds.**
- For nonprofit organizations, copies of financial document(s) as indicated below:**

Grant Amount Requested	Annual Income of Organization	Document to Upload with Application
Under \$25,000	Any	Most recently filed IRS Form 990
\$25,000 and up	Under \$750,000	Most recently filed IRS Form 990 <i>and</i> recent Board Reviewed Financial Statements
\$25,000 and up	Over \$750,000	Most recently filed IRS Form 990 <i>and</i> most recent Financial Statements audited by a Certified Public Accountant

- Other documentation to support the application.**

Additional Information

- The agency reserves the right to require signage/logo acknowledging financial assistance from the Department of Iron Range Resources & Rehabilitation. Details are outlined in the grant agreement.
- Awarded projects must meet the Minnesota Prevailing Wage Statutes and the agency's board policy.
- Project information is subject to Minnesota Data Practices Act, Minnesota Statute Chapter 13.
- Project CANNOT begin prior to execution of a grant contract.
- A progress report is required if the grant period exceeds 12 months.
- A site visit may be conducted by an authorized representative of the agency.
- A final report is required before final payment including job creation/retention and matching funds.