

Workforce Investment Act Incentive Award Proposals North Dakota Workforce Development Council Program Year 2008 Funds

Section 503 of the Workforce Investment Act provides for incentive grants to reward states for successful performance in workforce and education programs. 20 CFR 666.210 authorizes the state to use its incentive grant award to carry out innovative programs consistent with the requirements of any one or more of the programs within title I of the Workforce Investment Act, Adult Education and Family Literacy Act, or the Perkins Act. **All proposals must be developed, coordinated and submitted through the administrative agency for one of the allowable funding streams.**

While Department of Labor administrative provisions apply to the statutory life of the funds, the individual program provisions apply to the use of the funds.

The North Dakota Workforce Development Council is requesting proposals for projects that are:

- A. *Innovative*: Services and activities beyond those the state conducts with its regular funds from these programs, particularly activities that are authorized through more than one program.
- B. *Comprehensive* and coordinated: Combined activities and service that are authorized by different programs.
- C. *Targeted to improving system performance*: Activities that serve needs and special populations that are likely to result in improving the state system of employment, training, and education, especially those linking to employment in primary sector and high demand occupations having an annual average wage of \$35,000 or more.

The North Dakota Workforce Development Council in their review of proposals and establishing funding recommendations will give priority consideration for the following:

1. Proposals that are jointly planned and provide for cooperation and collaboration among two or more agencies administering WIA Title I, AEFLA, and Perkins Act programs are encouraged and will receive priority;
2. Proposals that provide training through new and innovative approaches designed to support a demand system service delivery approach to meet the needs of North Dakota employers who offer high skill employment opportunities and occupations with an average hourly wage of \$18 or more;
3. Proposals that support the State Strategic Plan objectives of serving special population groups and preparing them for employment in target and primary sector industries with high-demand targeted occupations or career ladder occupations leading to employment with an average hourly wage of \$18 or more; and

4. Proposals that are directed to the structurally unemployed and structurally underemployed that provide the basic and skills training along with leveraged community and other support services which will help them obtain permanent employment and put them on a career path to self sufficiency.

REQUIREMENTS:

Incentive grant funds awarded will be identified as WIA Title V, Program Year 2008 funds and must be expended by June 30, 2011. Proposal submitted are limited to single year projects, unless the proposal specifically identifies the project as longer and separate budget breakouts are provided.

PROPOSALS:

All bid proposals must include at a minimum the following:

- ◆ **Executive Summary:** (One or two paragraphs describing the purpose of the project, partners involved, project cost and budget request).
- ◆ **Background:** (Needs Assessment, target populations, barriers to addressing need with existing resources, etc).
- ◆ **Description of services and planned activities:** (Scope of the project, steps to implementation, number of sites, etc).
- ◆ **Project Goals:** (Statement of accomplishable goals and measurable outcomes of the project).
- ◆ **Logistics and Coordination:** (Who will manage the project? Staff requirements, coordination with other partners and role of partners).
- ◆ **Budget:** (Identify the proper budget stream to fund this request and attach an itemized budget and budget narrative for the project). (See attached format)
- ◆ **System Improvement and Sustainability:** (Describe the benefit to the overall Workforce Development and Workforce Training System and how the project will be sustained or transferred in the future).

PROPOSAL EVALUATION:

Proposals must be submitted to the North Dakota Workforce Development Council – Planning Committee and will be reviewed and prioritized for recommendation to the North Dakota Workforce Development Council for action.

Proposals that respond to the goals of the North Dakota Statewide Workforce Strategic Plan, and which are jointly developed among partner agencies, support delivery of demand driven services, and delivery of training services to special population groups will be given priority.

Proposals must be received in an electron format by the North Dakota Workforce Development Council at 1600 East Century Avenue, P.O. Box 2057, Bismarck, North Dakota 58502-2057, no later than 4:00 P.M., March 13, 2009. Requests for information related to this Request for Proposal can be directed to James J. Hirsch at 701-328-5345.

BUDGET OUTLINE

Please provide a detailed budget narrative to accompany this Budget Outline.

Funding Stream: _____WIA Title I _____Adult Education ____Carl Perkins

	Budget	Narrative
Salaries and Fringe Benefits:		
Travel:		
Materials & Supplies:		
Consultants:		
Administrative:*		
Equipment Costs:		
Participant Training Costs:		
Other Costs: (Please Identify)		

*** Examples of administrative costs include indirect cost, accounting costs, miscellaneous.**