

NYC WIB Technical Assistance Guide USDOL Green Job Training Grants, 2009

The American Recovery and Reinvestment Act of 2009 (ARRA) has set aside \$500 million for projects that prepare workers in careers in the energy efficiency (EE) and renewable energy (RE) industries. The U.S. Department of Labor (USDOL), through its Employment and Training Administration (ETA), released on **June 24, 2009** five separate competitive grants related to green job training that are currently available for solicitation:

Grant	USDOL/ETA Closing Date
1. Green Capacity Building Grants	8/05/2009
2. State Labor Market Information Grants	8/14/2009
3. Energy Training Partnership Grants	9/04/2009
4. Pathways Out of Poverty Grants	9/29/2009
5. State Energy Sector Partnership & Training Grants	10/20/2009

Funding for these grants will be made available through the *Workforce Investment Act of 1998 (WIA)*, following the WIA guidelines, as well as borrowing from many of the provisions set forth in the *Green Jobs Act of 2007* (please refer to the Appendix for details). The **New York City’s Workforce Investment Board (NYCWIB)**, as the oversight body for WIA funds in NYC, is heavily invested in bringing these additional resources to NYC to grow the City’s workforce.

These green jobs training grants will be highly competitive and there is no set amount to be allocated towards specific states or local districts. New York City applicants will be facing stiff nation-wide competition from applicants – including solicitations from organizations housed in the battered auto-related industries.

The **NYCWIB** has crafted this “**Technical Assistance**” guide to the USDOL’s Green Jobs Grant solicitations to best prepare local applicants. The NYCWIB drew upon a collection of both federal recommended application tips and the USDOL’s specific solicitation guidelines and then tailored them to current New York City green labor market needs and demands.

GENERAL TIPS AND STRATEGIES

GENERAL PROGRAM ELIGIBILITY	
Targeted Populations	Targeted Industries
<ul style="list-style-type: none"> ▪ Workers impacted by national energy and environmental policy ▪ Individuals in need of updated training related to the EE and RE industries ▪ Veteran, or past and present members of reserve components of the Armed Forces ▪ Unemployed individuals ▪ At-risk youth and other individuals seeking employment pathways out of poverty and into economic self-sufficiency ▪ Formerly incarcerated, nonviolent offenders 	<ul style="list-style-type: none"> ▪ Energy efficient building, construction and retrofits ▪ Renewable electric power ▪ Energy efficient and advanced drive train vehicle ▪ Bio-fuels ▪ Deconstruction and materials use ▪ Energy efficient assessment industry serving the residential, commercial or industrial sectors ▪ Manufacturers that produce sustainable products using environmentally sustainable processes and materials
Targeted Activities	
<ul style="list-style-type: none"> ▪ Occupational skills training ▪ Safety and health training ▪ Basic skills provision ▪ Incumbent worker and career ladder training ▪ Skill upgrading and retraining ▪ Implementation of transitional job strategies 	<ul style="list-style-type: none"> ▪ Provision of relevant support services ▪ Individual referral and tuition assistance for a community college training program ▪ Individual referral and tuition assistance for any training program that leads to an industry-recognized certificate ▪ Customized training in conjunction with an existing registered apprenticeship program
Energy Efficiency and Renewable Energy Industries	
<ul style="list-style-type: none"> ▪ The energy efficient building, construction and retrofit industries ▪ The renewable electric power industry ▪ The energy efficient and advanced drive train vehicle industry ▪ The bio-fuels industry 	<ul style="list-style-type: none"> ▪ The deconstruction and materials use industries ▪ The EE assessment industry serving residential, commercial or industrial industries ▪ Manufacturers that produce sustainable products using environmentally sustainable processes and materials

* Applicants devising and/or offering training programs for “growth, enhanced and emerging” occupations in the following industries may also apply: transportation, green construction, environmental protection, sustainable agriculture, forestry & recycling and waste reduction.

GENERAL APPLICATION TIPS**
Below are a few helpful hints to submitting successful grant applications:
<ul style="list-style-type: none"> ▪ <u>Establish collaborative partnerships</u>: describe in detail how these organizations will work together ▪ <u>Establish the “need”</u>: use statistics and interpretive data to articulate your need for funding (see Appendix for available labor market data) ▪ <u>Recognize the individual</u>: explain how you will be able to engage & serve the targeted population(s) ▪ <u>Use partnerships</u>: describe how you plan to engage your community, including how your collaborative partnerships will add benefit to your community ▪ <u>Illustrate programmatic sustainability</u>: describe how your operations will be sustained once funding is exhausted ▪ <u>Build & expand upon other Recovery Act resources</u>: describe how you will connect your workforce development strategies to other similar ARRA-funded projects ▪ <u>Create innovative uses of ETA funding</u>: how can you leverage your resources to pull in additional outside funds or non-monetary contributions with the promise of government funding?

** Information extracted directly from “Applying for ETA Grants: A Guide to the Competitive Grant Process,” prepared by the Employment and Training Administration, division of the U.S. Department of Labor.

*** All award notifications will be posted on the [ETA Homepage](#).

GRANT SPECIFIC TIPS AND STRATEGIES

PATHWAYS OUT OF POVERTY GRANTS

SGA-DFA-08-19

Closing Date: 9/29/2009 **Award Ceiling:** \$8mm national; \$4mm local

Availability of Funds: \$150 million **Award Floor:** \$3mm national; \$2mm local

Purpose

To offer training programs proven to lead to long-term job placement within the EE and RE industries that are specifically targeted the **poor, low-income** and **underserved populations**

Applicant Eligibility

National nonprofit entities with networks of:

- Local affiliates;
- Coalition members; or
- Other established Partners

Local entities must either be:

- Public organizations (such as community colleges or workforce investment boards)
- Private nonprofits (such as community or faith-based organizations) whose service is limited to a single local or regional area

(In order to apply as a local entity, an applicant must propose a project that serves one single community)

Approved Activities

- Classroom occupational training
- On-the-job training activities
- Apprenticeship & pre-apprenticeship programs
- Internship Programs
- Customized training
- Basic skills training
- Initial assessment of skill levels
- Job search and placement
- Case management services
- Supportive services
- Updating curriculum

Required Partners

At least one entity from each category:

- Nonprofit organizations
- *Public workforce investment system (either NYC WIB or One Stop/Workforce One Career Center)*
- Education and training community
- Public and private employers and industry-related organizations
- Labor organizations

Training Programs Requisites

- Include sound recruitment and referral strategies for targeted populations
- Integrate basic skills & work-readiness training with occupational skills training
- Combine supportive services with training services to help participants overcome barriers to employment
- Provide training services at times and locations that are easily accessible to targeted populations

Priority

Priority will most likely be given to entities that:

- Demonstrate a clear record of serving the targeted populations
- Target programs to benefit the following populations: unemployed youth and adults, high school dropouts, individuals with a criminal record and disadvantaged individuals within areas of high poverty
- Ensure that supportive services will be integrated with education and training, with those services being delivered by organizations with direct access to and experience with the targeted populations. Supportive services may be necessary to enable an individual to participate in training activities funded through this grant services. Examples of appropriate services include transportation, child care, dependent care, housing and needs-related payments
- Leverage additional public and private resources to fund training programs
- Involve employers and labor organizations in the determination of relevant skills and competencies
- Ensure that certificates and other formal credentials that result from training are employer-recognized
- Demonstrate competency and responsibility with administering program grants (list prior experiences)

GRANT SPECIFIC TIPS AND STRATEGIES

ENERGY TRAINING PARTNERSHIP GRANTS SGA-DFA-08-18

Closing Date:	9/04/2009	Award Ceiling:	\$5 million
Availability of Funds:	\$100 million	Award Floor:	\$2 million

Purpose

To offer training programs to that are proven to lead to long-term job placement within the EE, RE and other emerging green industries to **workers impacted by national energy and environmental policy, individuals in need of updated training related to the EE and RE industries and unemployed workers**

Applicant Eligibility	Approved Activities
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| <ul style="list-style-type: none"> ▪ Non-profit national labor-management organizations with local networks (such as a training fund, training trust fund or education trust fund) ▪ Statewide or local nonprofit partnerships | <p>A qualified applicant can demonstrate the following:</p> <ul style="list-style-type: none"> ▪ Occupational training in EE and RE industries ▪ On-the-job training in EE and RE industries ▪ Developing Registered Apprenticeship and pre-apprenticeship programs in EE and RE industries ▪ Supportive services to participants for training assistance |
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Required Partners	Suggested Partners
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| <p>Applicants <u>must</u> propose partnerships that include representatives from:</p> <ul style="list-style-type: none"> ▪ Labor organizations ▪ <i>Local Workforce Investment Boards (NYC WIB) and One Stop/Workforce1 Career Centers</i> ▪ Employers or industry organizations | <p>Applicants may also choose to form partnerships with:</p> <ul style="list-style-type: none"> ▪ Education and training community ▪ Federal partners (such as DOL/ETA) ▪ State partners ▪ Faith-based community-based organizations ▪ Organizations implementing other ARRA funded projects |
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GREEN CAPACITY BUILDING GRANTS SGA-DFA-08-21

Closing Date:	8/05/2009	Award Ceiling:	\$100,000
Availability of Funds:	\$5 million	Award Floor:	\$50,000

Purpose

To support current DOL grantees as they update existing training and job placement programs for the emerging green economy.

Applicant Eligibility/Qualifications	Approved Activities
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| <p>Applicant must be a current DOL grantee</p> | <p>Key activities include:</p> <ul style="list-style-type: none"> ▪ Purchase of equipment ▪ Staff professional development ▪ Curriculum development and/or adaptation ▪ Partnership development ▪ Where applicable, hiring additional staff |
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Key Organizations

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| <ul style="list-style-type: none"> ▪ <i>State and local workforce system</i> ▪ Employers and industry-related organizations ▪ Educational institutions | <ul style="list-style-type: none"> ▪ Regional, state or local consortiums or organizations that focus on green industries and occupations ▪ Foundations ▪ Research laboratories |
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GRANT SPECIFIC TIPS AND STRATEGIES

STATE LABOR MARKET INFORMATION IMPROVEMENT GRANTS

SGA-DFA-08-17

Closing Date:	8/14/2009	Award Ceiling:	\$1.25mm state; \$4mm consortia
Availability of Funds:	\$50 million	Award Floor:	\$750,000mm state; \$2mm consortia

Purpose

To collect, analyze and disseminate labor market information and to enhance the labor exchange infrastructure for careers within the EE and RE industries

Applicant Eligibility

State Workforce Agencies are the sole eligible applicant for this particular solicitation. State Workforce Agencies may submit an applicant as either a single State or as a partner with a consortium of States. States may only submit one application as a single agency. Additionally, State Workforce Agencies are encouraged to form robust partnerships with State Labor Market Information and Research entities, the State Workforce Investment Board and other integral entities such as employers, trade associations, labor-management associations, research labs and so on.

Approved Activities

Key activities include:

- Tracking workforce trends resulting directly or indirectly from ARRA investments
- Tracking related state, local or private sector investments that generate jobs in EE and RE industries
- Disseminating occupational skills and growing needs of EE and RE industries
- Collecting information on the State regulatory environment, current applicant training programs and related credentials and capital investments in green industries
- Improving labor exchange infrastructure to populate green-focused occupational listing in job banks

STATE ENERGY SECTOR PARTNERSHIP (SESP) & TRAINING GRANTS

SGA-DFA-08-20

Closing Date:	10/20/2009	Award Ceiling:	\$6 million
Availability of Funds:	\$190 million	Award Floor:	\$2 million

Purpose

To provide training, job placement and related activities that reflect a comprehensive statewide energy sector strategy and training activities that lead to employment in targeted industry sectors (for a listing, see General Program Eligibility herein)

Applicant Eligibility/Qualifications

State Workforce Investment Board (or the State Workforce Agency if the State Workforce Investment Board lacks capacity) in partnership with:

- State Workforce Agency (NYS DOL)
- *Local Workforce Investment Boards (NYC WIB) or regional consortia of local Boards*
- One Stop/ Workforce1 Career Centers

Approved Activities

All activities must:

- Teach skills and competencies demanded by targeted sectors
- Support participants' long term career growth along a defined career pathway

Required Partners

Applicants must form partnerships that include representatives from:

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| <ul style="list-style-type: none"> ▪ State Workforce Investment Board ▪ State Workforce Agencies ▪ State cabinet officials from agencies receiving ARRA funding related to EE and RE resources | <ul style="list-style-type: none"> ▪ One Stop Career Centers ▪ Public, private and nonprofit employers in the EE and RE industries ▪ Labor organizations |
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SESP Role

To be eligible for this grant, applicants must form a SESP. The SESP will serve as a steering committee throughout the life of the grant to inform the planning and implementation of the State's energy sector strategy

APPENDIX

KEY DEFINITIONS

While there are many definitions nationally of a green job, the below provide a foundation for defining key terms within the local New York City area.

“Green Job”: A job that that directly touches an end product/service that has a net positive impact on the environment (*Mayor’s Office of Long-Term Planning and Sustainability*)

“Green Economy”: Business activity that produces a good or service that substantially minimizes or corrects damage to the environment significantly more than conventional alternatives and specialized enabling activity that supports the growth of green business activity with specialized skills or knowledge (*New York City Economic Development Corporation*)

“Energy Efficiency”: Programs aimed at mitigating the use of energy, reducing harmful emissions and decreasing overall energy consumption (*USDOL, Pathways Out of Poverty SGA, Section B*)

“Renewable Energy”: Electric energy generated from solar, wind, biomass, landfill gas, ocean (including tidal, wave, current and thermal), geothermal, municipal solid waste or new hydroelectric generation capacity achieved from increased efficiency or additions of new capacity (*USDOL, Pathways Out of Poverty SGA, Section B*)

TARGETED GREEN GROWTH SUBSECTORS IN NYC

- ✓ Building equipment replacement, retrofit and retro-commissioning
- ✓ Energy auditing
- ✓ Building operations and maintenance
- ✓ Brownfield remediation
- ✓ Solar panel installation