Office of Employment & Training
Illinois Department of Commerce

Illinois Workforce Grants
- Talent Pipeline Management
- Workforce Innovation

January 25, 2018

Helping Illinois Businesses Manage Their Talent Pipeline
Fostering Innovative Practices

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If you are watching the recorded webinar...

... be sure to check the online FAQ pages for these NOFOs in the event any guidance provided during this webinar is superseded by a subsequent clarification.

Written guidance in the FAQs supersedes the content of this webinar.

Links to the FAQ pages are on a slide at the end of this webinar.

Grant Opportunity 1 – WF Innovation

Projects supporting the vision, principles, goals and strategies in the WIOA Unified State Plan.

See the Workforce Innovation NOFO for a link to the WIOA Unified State Plan.
VISION

Promote employer-driven talent solutions that integrate education, workforce and economic development resources across systems to provide businesses, individuals and communities with the opportunity to prosper and contribute to growing the state’s economy.

PRINCIPLES

- Business Demand Driven
- Strong Business Partnerships
- Career Pathways to Jobs
- Cross-Agency Collaboration
- Integrated Service Delivery
- Access for All Populations
- Clear Metrics
- Continuous Improvement
GOALS

Educated & Skilled Workforce

- Expand Career Pathways through work-based training & earning industry credentials
- Close skill gaps for those with barriers to employment

Meet WF Needs of Business

- Expansion of employer-driven regional sector partnerships
- Improve information available to businesses and job seekers for better informed decisions

Grant Opportunity 1 – WF Innovation

Address one or more of the activities listed below:

1. Sector Partnership Projects
2. Innovative Workforce Pilot & Research Projects
3. Priority Population Projects
4. Statewide Technical Assistance Projects

IF providing client services, individuals must be WIOA-eligible & meet performance requirements
Grant Opportunity 1 – WF Innovation

Who may apply:
Public & private organizations
In good standing with the Illinois Secretary of State

Additional Consideration for:
• administrative capacity
• history of successfully implementing innovative pilot projects
• demonstrate impact in workforce, education, and economic development
• can be replicated throughout the State (if applicable)

Applications are due no later than May 1, 2018 for State FY 2018 grants

Key Concepts to a Successful WF Innovation Application...

Clearly Describe the
WHAT & WHY

Problem or Issue

Specific goals and strategies

Innovation

Organizations & Key Staff

Geographic impact
Key Concepts to a Successful WF Innovation Application...

Clearly Describe the WHAT & WHY

HOW

WHO

WHERE

Experience & Capacity

Business Engagement

Reasonable Budget

Return on Investment

Replicable / Sustainable

Grant Opportunity 2 – Talent Pipeline

Projects funded under the Illinois Talent Pipeline program are intended to develop sustainable work-based learning programs to help Illinois companies retain and train current workers and hire new staff.

Applications are due no later than May 1, 2018 for State FY 2018 grants
Grant Opportunity 2 – Talent Pipeline

Applications considered for funding address one or more of the Illinois Talent Pipeline initiatives listed below:

1. Projects that connect talent strategies with business needs.
2. Layoff aversion projects that support businesses and workers that are impacted or at risk of being impacted by company closures or layoffs.
3. Projects that expand work-based learning opportunities including apprenticeships for targeted populations.

Applications are due no later than May 1, 2018 for State FY 2018 grants.

Regional Partnerships

- The Department of Commerce Office of Employment and Training (OET) works with the business community and Regional Partners to:
  - Create and retain jobs
  - Reduce the skills gap to help companies remain competitive
  - Expand career opportunities for adults throughout the state through regional partnerships
    - Workforce Activities – Title 1B – Department of Commerce
    - Adult Education – Title II – Illinois Community College Board
    - Wagner-Peyser – Title III – Department of Employment Security
    - Vocational Rehabilitation – Title IV – Department of Human Services, Division of Rehabilitation Services
    - State Agency Partners
    - Community Services Block Grant
    - Economic Development
    - Employer Associations
    - Educational Groups
Six Key Concepts to a Successful Talent Pipeline Grant Application

1. Eligible Group to be Served
   (Incumbent/Dislocated Workers and Adults)

   A. Incumbent worker – current workers in need of training and/or skills upgrading
      i. Specific risk factor
         1. Declining Sales
         2. Supply chain issues
         3. Industry/Market trends
         4. Changes in management – Philosophy or Ownership
         5. Worker lacks necessary skills
         6. Strong possibility of a new job if worker attains new skills
      ii. Specific company/ies to be included
Six Key Concepts to a Successful TPM Application...

B. Dislocated workers – individuals who have lost their job due to business closure or layoff
   i. This could be significant groups that have not been laid off yet but will be
   ii. This could also be groups within industry sectors
C. Adults – individuals over 18 with barriers to employment
D. Must list specifics
   i. Where are these groups coming from
      1. Industry sector
      2. Geographic area
   ii. How will you maintain access to them
      1. What specifically have you done or will do to reach out to this group

2. Training toward Employment

- Work-based Learning / On-the-Job Training
- Pre-Apprenticeship
- Registered Apprenticeship
- Class Size Training
- Incumbent Worker Training
Work-based Learning / On-the-Job Training

- On-site training to upgrade skills
- Employer hires the individual and provides on-site training per a pre-arranged plan based on the individual’s skill gap
- Grant pays for wage reimbursements of 50% or higher, based on employer size, while employee is in training

Wage Reimbursement Sliding Scale for Dislocated Workers and Adults

<table>
<thead>
<tr>
<th>Wage Reimbursement Sliding Scale</th>
<th>Up to 75% of wage rate</th>
<th>Up to 50% of wage rate</th>
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<td>Under certain conditions</td>
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Registered Apprenticeships

- Employer Involvement
- Structured On-the-Job Training
- Related Training and Instruction
- Progressive Wage Increase with Skill Gains
- Nationally Recognized Credential

Class Size Training

- Training must directly lead to job placement
- Short-term training to upgrade skills for groups of dislocated workers
- Off-the-shelf curricula, but may be offered at an accelerated time-frame and in a non-traditional setting
- May include Bridge Program Contextualized Learning and/or limited work experience
Incumbent Worker Training

- Skills upgrade to someone on payroll
- Employer must contribute at least 10% of training costs
- Recommend an employer match sliding scale between 10%-50% of training costs based on employer size and other economic factors
- Employee wages paid while in training count toward the match

Incumbent Worker Employer Match Sliding Scale

- Employer over 100:
  - 50% Match
- Employer 51-100:
  - 25% Match
- Employer 50 or less:
  - 10% Match
Recap on Types of Training

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<th>Incumbent Worker</th>
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<th>Class Size</th>
<th>Customized for Employer</th>
<th>Registered Apprenticeship</th>
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Six Key Concepts to a Successful TPM Application...

3. Employment

A. Specific employers must be cited and supported with documentation establishing a commitment to retain or employ
B. Memorandum of Understanding – reference slide 29
Six Key Concepts to a Successful TPM Application...

4. The Development of Unique Partnerships

A. Identify partners who will provide the following:
   1. Grant administration
   2. Eligibility determination
   3. Reporting requirements
   4. Training component
   5. Employment

B. Identify intermediaries, including:
   1. Schools
   2. Industry associations
   3. Community-based organizations
   4. Local Workforce Areas

Reporting Requirements Vary Depending on Training Type

Incumbent Worker

- IWTS (online tracking system)
  - Training Information
  - Outcomes
- Monthly cost reporting
- Quarterly Reports

All Others

- IWDS (online case management system)
  - Eligibility & Services Provided
  - Case notes
  - Outcomes
- DETS
- Monthly cost reporting
- Quarterly Reports

Reporting Requirements Vary Depending on Training Type
MOU (Memoranda of Understanding)

- Non-WIOA or WIOA providers engaging in Work-based Learning / On-the-Job Training, Class Size, Customized Training or Registered Apprenticeship must have an MOU with a WIOA provider describing roles and responsibilities for WIOA eligibility determinations, enrollment, case management and reporting

- Local Workforce Area (LWA) Partnerships - Interested employers or industry associates may contact Lorraine Wareham at (217) 558-2454 or lorraine.wareham@illinois.gov for referral to the appropriate LWA with which to partner

- Incumbent Worker projects where the applicant is not the employer must have an MOU between the applicant and employer indicating the latter’s commitment to train and retain workers

Six Key Concepts to a Successful TPM Application...

5. What makes it a Pilot project?

How does this characteristic address unique employment opportunities for the population to be served?
Six Key Concepts to a Successful TPM Application...

6. Sustainability

- How will the project be sustained beyond the funding period?
- Identify sustainability partners, MOUs, and letters of commitment

Review and Selection Procedures
Review and Selection Procedures

Applicant Capacity

• Describe related experience of applicant, partners, and sub-contractors (if any)
• Applicant’s size, structure, and time in business
• Assigned staff: for applicant / sub-contractor with roles, assigned hours, resumes (position, education, experience, years at firm)
• Participant-serving projects: name of case manager certifying WIOA eligibility
• References’ contact information for recent projects requiring skills similar to this proposed project

Review and Selection Procedures

Documentation of Need

• Include a labor market analysis and relevant / current data showing the needs of employers and job seekers
• Provide information on how the project will serve the target region’s business and industry needs. For projects with a layoff aversion focus, provide the “risk factor(s)” (see incumbent worker in NOFO Section A)
• Describe your connection with the target population. How many participants will be served? How will they be recruited?
• Add any contextual details that strengthen the reviewers’ understanding of identified issues/problems/needs
Review and Selection Procedures

Project Quality / Coordination

• Identify targeted industry, businesses, and occupations
• Describe project goals, activities, outcomes, and timeline
• Describe training type, delivery method, credentials
• Describe project’s innovative elements and supply evidence
• Specify the intended outcomes and how you measure impact
• Describe how the project will be sustained beyond the funding period and identify
  • sustainability partners
  • workforce programs used
  • letters of commitment and MOUs

Cost Effectiveness / Return on Investment

• Describe how the project uses leveraged and matching funds from grantee, workforce partners, and participating businesses
• Describe how the project will result in incumbent workers retaining their jobs (as applicable)
• Describe how the project will result in participants being placed in permanent employment (as applicable)
• Describe how this project will be sustained beyond the grant funding period
• Discuss how this project could be implemented on a statewide basis and what benefit the state will realize from statewide implementation (if applicable)
Applications must be complete and address all required elements including documentation.

Applications received after May 1, 2018 deadline may be considered for review at the discretion of the Department of Commerce.

Refer to Pages 18 thru 31 of the Notice of Funding Opportunity (NOFO) for additional resources.

Questions & Answers will be posted to the Illinois workNet Talent Pipeline page (link below):

https://www.illinoisworknet.com/TalentPipelineNOFO

Online Dedicated Resources

www.illinoisworknet.com/TalentPipelineNOFO
www.illinoisworknet.com/WIOAInnovationNOFO
Application Requirements

Applications must address the elements described in Section D of the NOFO. Each applicant must submit the following:

- Executive Summary
- Technical Proposal
  - Applicant Capacity
  - Documentation of Need
  - Specific Project Requirements and Considerations
  - Cost Effectiveness / Return on Investment
- Implementation Plan & Schedule
- Resumes of Program Staff
- Memorandum of Understanding
- Uniform Grant Application
- Uniform Budget Proposal

Uniform Application for State Grant Assistance

- Agency Information
  - Funding Opportunity Information
  - Instructions on How to Submit an Application
  - Required Grant Information
- Applicant Completed Section
  - Applicant Information
  - Contact Information
  - Key Project Information (Location, Term, Amount)
  - Fiscal Information
- Certification
Uniform Budget Template - Overview

• Uniform Budget Template for most State of Illinois Grants (modeled after the SF-524 Federal Budget template).
• Basic Budget Line Item Definitions based on the Uniform Administrative Guidelines [Develop Budget Line Items Sheet].
• General Requirements
  – Allowable
  – Reasonable
  – Allocable

Grantee Registration & Pre-Award Review

• Grantee Registration
• Grantee Pre-Qualification
• Financial and Administrative Risk Assessment (ICQ – Internal Control Questionnaire)
• Programmatic Risk Assessment

OET will coordinate a follow up webinar for new grantees to review the technical requirements of the Grant Accountability & Transparency Act (GATA).

www.illinois.gov/sites/GATA
For Information and Questions:
Post inquiries and view responses at ...
www.illinoisworknet.com/TalentPipelineNOFO
or
www.illinoisworknet.com/WIOAInnovationNOFO

Where To Find More Info
Please visit www.illinoisworknet.com/TalentPipelineNOFO
or
www.illinoisworknet.com/WIOAInnovationNOFO
or
Contact the Department of Commerce Representative below:

Key Department of Commerce Contacts:

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