

Future Energy Jobs Act: Multi-Cultural Jobs Program

Notice of Funding Opportunity
Information Session

Illinois Department of Commerce and Economic Opportunity





Agenda

PROGRAM OVERVIEW

PRE-QUALIFICATION REQUIREMENTS

APPLICATION REQUIREMENTS



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Program Authorization

Illinois Legislation

Future Energy Jobs Act (FEJA)

220 ILCS 5/16-108.12(a)(3)

Includes three Workforce Development Programs:

- ***Solar Pipeline Training Program***
- ***Craft Apprenticeship Program***
- ***Multi-Cultural Jobs Program***

The administration of the programs authorized under FEJA were assigned to the Illinois Department of Commerce in 2022 by the Climate and Equitable Jobs Act (CEJA) [see Public Act 102-662].



Highlights

- One of the goals of FEJA and CEJA is to stimulate job growth in the clean energy economy with investments in energy efficiency and renewable energy.
- This program targets diverse low-income or economically disadvantaged populations.



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Multi-Cultural Jobs Program

- Provides an opportunity for innovative, employer-driven training approaches that pair education and occupational training with work-based learning to individuals in need of self-sustaining employment.
- Assists in the development of a workforce with the requisite knowledge, skills, training, experience, and competence to work in the clean energy sector.
- Identifies partnership opportunities within training programs to maximize the societal benefits of the funds provided pursuant to Section 16-108.12(a)(3) of the Public Utilities Act.

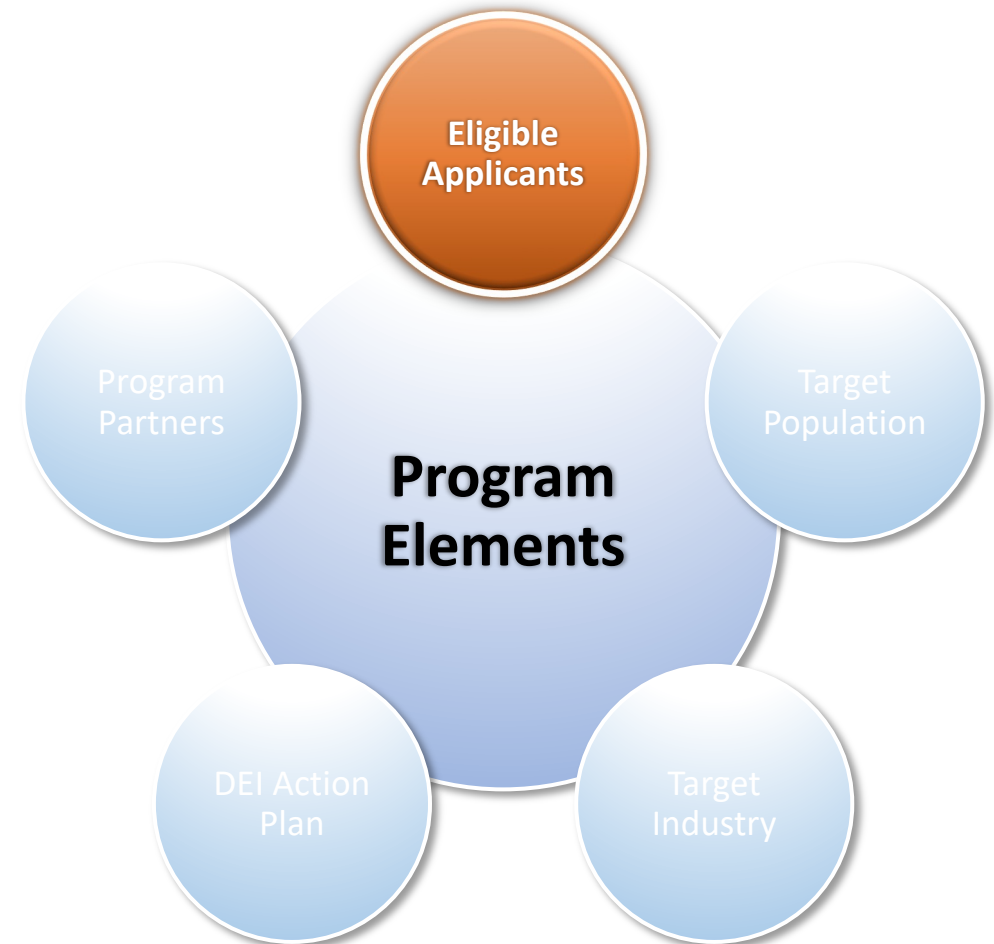


Eligible Entities

CATEGORY C: Not-for-profit organization dedicated to developing the educational and leadership capacity of minority youth through the operation of schools, youth leadership clubs and youth development centers.

CATEGORY E: Not-for-profit organization that has a proven record of successfully implementing utility industry training programs, with expertise in creating programs that strengthen the economics of communities, including technical training workshops and economic development through community and financial partners.

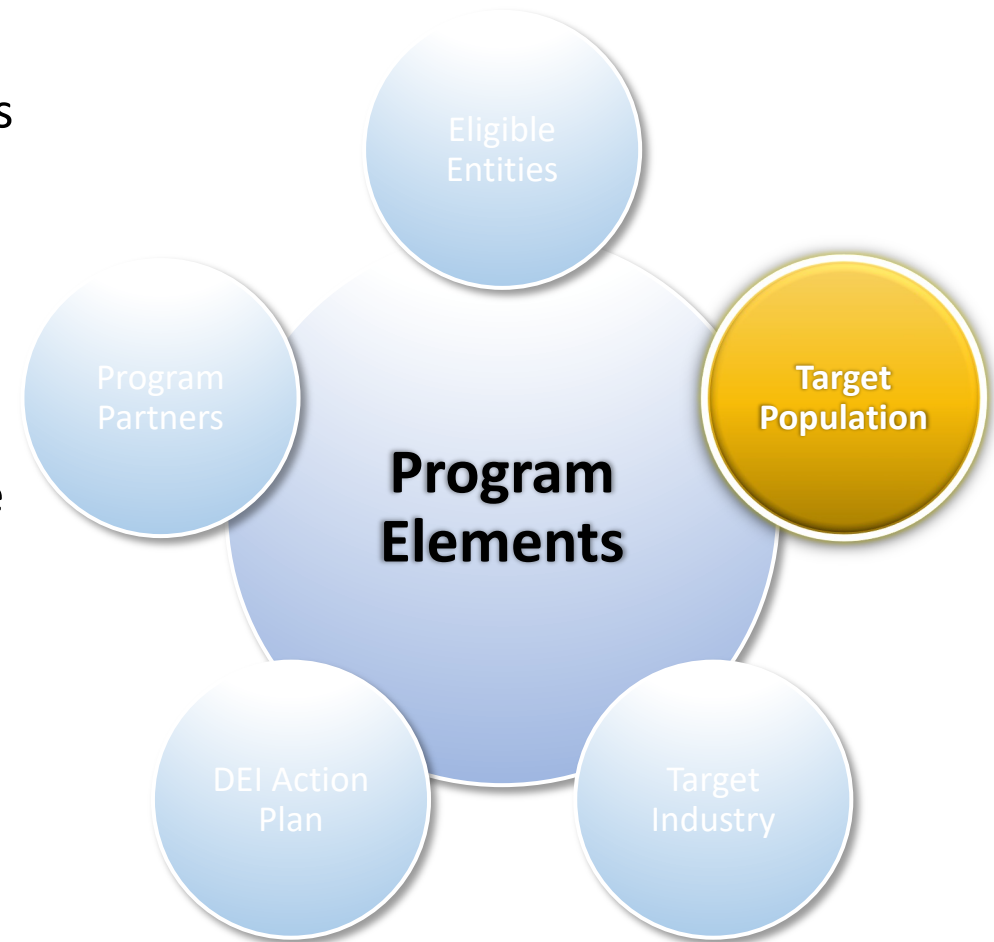
Note: The Department will prioritize geographic diversity across Economic Development Regions and proximity to a Clean Jobs Workforce Network Program Hub Site (see 20 ILCS 730/5-20). Applications received from these locations will be prioritized as long as they meet all other eligibility and scoring criteria – Alton/E. St. Louis, Carbondale, Champaign/Danville, Decatur, Peoria, and Rockford.





Target Population

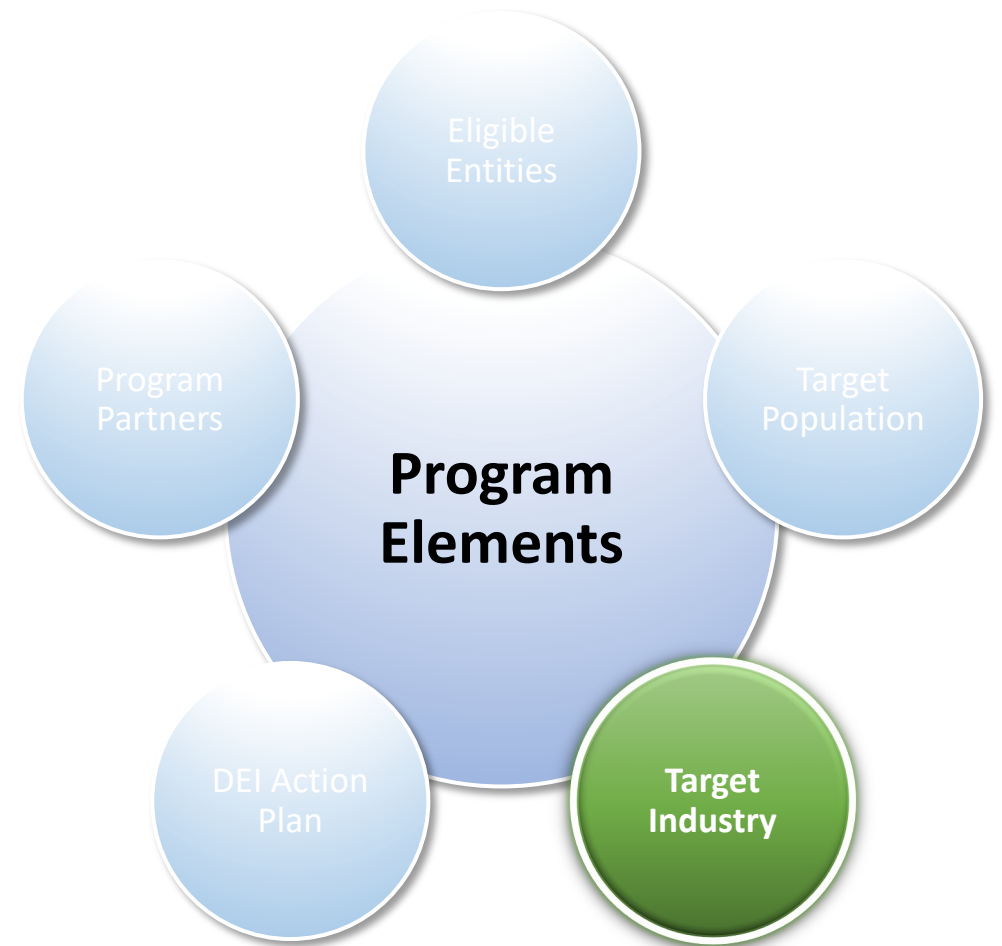
- Individuals who face barriers to employment, such as low educational attainment, low levels of literacy, and English language learners
- Persons with a (criminal) record
- Graduates of, or individuals currently enrolled in, the foster care system
- Individuals from Environmental Justice Communities
- Displaced Energy Workers





Target Industry

For this NOFO, the Department is seeking projects that support individuals to be trained and employed in occupations related to the clean energy sector.





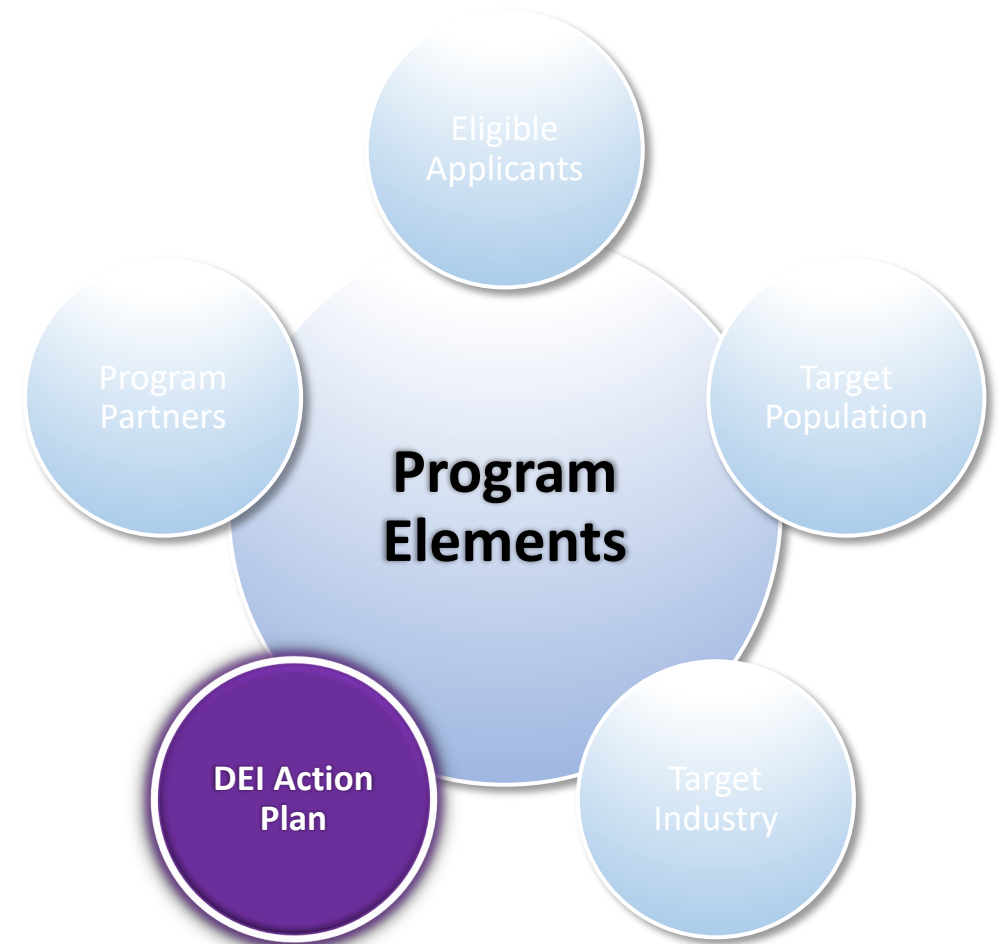
DEI Action Plan

Changes in recruitment practices

Intentional and inclusive marketing (including using images of women and people of color)

Addressing discrimination within programs and at workplaces

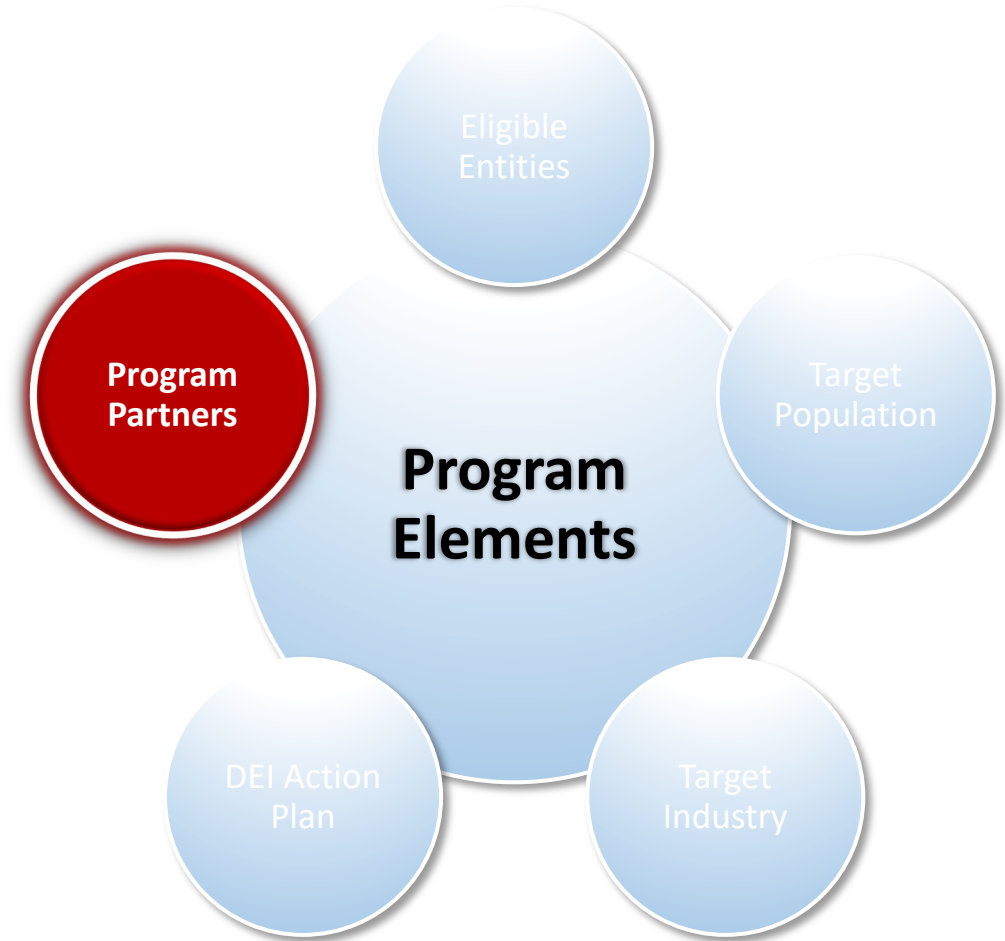
Offering supports that boost retention and completion, such as childcare, transportation, and career counseling





Program Partners

- Partnerships should reflect the ability to accomplish all program objectives, including the ability to recruit from the target populations, provide quality training, and place trainees in jobs.
- Written agreements must be provided.
- Those agreements must clearly outline the roles and responsibilities of each partner and list their funding contribution, *if applicable*.
- Partnership agreements should include details regarding the training program including length, location, class size, cost and other important information.





Program Services

Projects funded under this NOFO will provide equitable access to quality training, jobs and economic opportunities in the career pathway energy sector. They should be offered in a manner to allow participants the latitude and flexibility to participate and succeed in establishing a family-sustaining career.

**Outreach and
Recruitment**

Employer Engagement

Career Planning

Training

**Work-Based Learning /
Work-Based Training**

Supportive Services

Placement

Follow-Up



Outreach and Recruitment

- Applicants must include an outreach and recruitment strategy for how they will enroll participants. The strategy should be tailored to the target population.
- Outreach and recruitment through established and expanded partners, employer/industry organizations, social service agencies, and others is also critical.





Employer Engagement

- Employers should have a leadership role in developing and supporting energy career pathway programs that integrate work-based learning opportunities through experience.
- Competitive projects will demonstrate business commitment and demonstrate the strategies used to engage area employers.





Career Planning

Career planning is a collaborative and ongoing process, not a one-time thing.

- Comprehensive Assessments – Help participants identify existing skills, identify those that require additional training, connect participants to services through referrals, and develop an employment plan.
- Individual Employment Plan (IEP) - Identifies employment and education goals as part of a career pathway. It is developed with the participant to mutually establish goals and to determine the appropriate combination of services for the participant to reach those goals.





Training

Training services are critical to the employment success of many individuals. Programs must lead to industry-recognized or post-secondary credentials and align with the participant's choice for a career pathway. The training identified must be consistent with the Comprehensive Assessment and Individual Employment Plan.

- Occupational skills training, training for non-traditional employment
- Skill upgrading and retraining
- Entrepreneurial training
- Job readiness training
- Adult education and literacy activities





Work-Based Learning

Work-based learning provides more opportunities for workers to earn income while gaining critical job skills. The following work-based learning services are allowed under this grant:

- Pre-Apprenticeship
- Apprenticeship
- Work experiences or internships

For youth, work experiences may also include:

- Transitional Jobs
- On-the-Job Training (OJT)
- Customized Training
- Incumbent Worker Training (IW)





Supportive Services

- Supportive Services provide participants with key assistance beyond career and training services necessary to achieve success.
- Applicants must provide their Supportive Service Policy if they intend to provide these services through this grant.
- Examples of supportive services include referrals to community services and assistance with transportation, childcare and dependent care, housing, educational testing, assistance with uniforms and work-related tools, and payments for employment and training-related tests, etc.





Placement & Follow-Up

- Local efforts will be used for placement services.
- Follow-up services after training completion is encouraged, as appropriate, for adult and youth participants in workforce activities who are placed in unsubsidized employment.





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Program Outcomes

- # of individuals enrolled in program
- # of individuals completing program
- # of individuals obtaining credentials
- # of individuals placed in post-secondary education
- # of individuals placed in and completing a pre-apprenticeship
- # of individuals placed in and completing apprenticeship
- # of individuals placed in and completing On-the-Job Training
- # of individuals placed in unsubsidized employment
- # of individuals retained for 6 and 12 months





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Illinois

Grant Accountability and Transparency Act

The Grant Accountability and Transparency Act (GATA), 30 ILCS 708/1 et seq., is a State of Illinois law to:

- Increase accountability and transparency in the use of grant funds
- Reduce the administrative burden on both State agencies and grantees
- Adoption of the federal grant guidance and regulations codified at 2 CFR Part 200 (Uniform Requirements)



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Pre-Award Requirements

Office of Management and Budget GATA Website:

<http://grants.illinois.gov>

- *Grantee Links tab* is the entry point for the GATA portal:
 - Authentication
 - Grantee Registration
 - Grantee Pre-Qualification
 - Fiscal & Administrative Risk Assessment (ICQ)
 - Programmatic Risk Assessment



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Grantee Pre-Qualification

- Pre-Qualification includes verification of:
 - Valid UEI number
 - Current SAM.gov account
 - Good Standing with Secretary of State
 - Not on Federal Excluded Parties List
 - Not on the Illinois Stop Payment List
 - Not on the DHFS Provider Sanction List



**Pre-qualification is dynamic and verifications are completed nightly.*



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Pre-Qualification Notification

- If there are no issues, the GATA portal will send email to communicate “Qualified” status.
- If there are issues, the GATA portal emails qualification issue(s)
 - UEIS number is not current
 - SAM CAGE Code is not current
 - Not in Good Standing with Secretary of State
 - On the Federal Excluded Parties List (cannot be remediated)



Risk Assessments

- Fiscal Risk Assessment (ICQ) is automated.
 - The Grantee can access the ICQ from the grantee portal.
 - The ICQ is completed on an annually basis by the Grantee
 - The ICQ should be completed at the entity-wide level
 - All state agencies will utilize the results of the ICQ
- Programmatic Risk Assessment will be conducted by the awarding agency (DCEO) in the application process. It is unique to each NOFO and grant program and is typically completed if the proposal is recommended for funding.
- Risk profiles will be determined based on the two risk assessments. The Risk profile will determine grant specific conditions and monitoring.



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Application Components

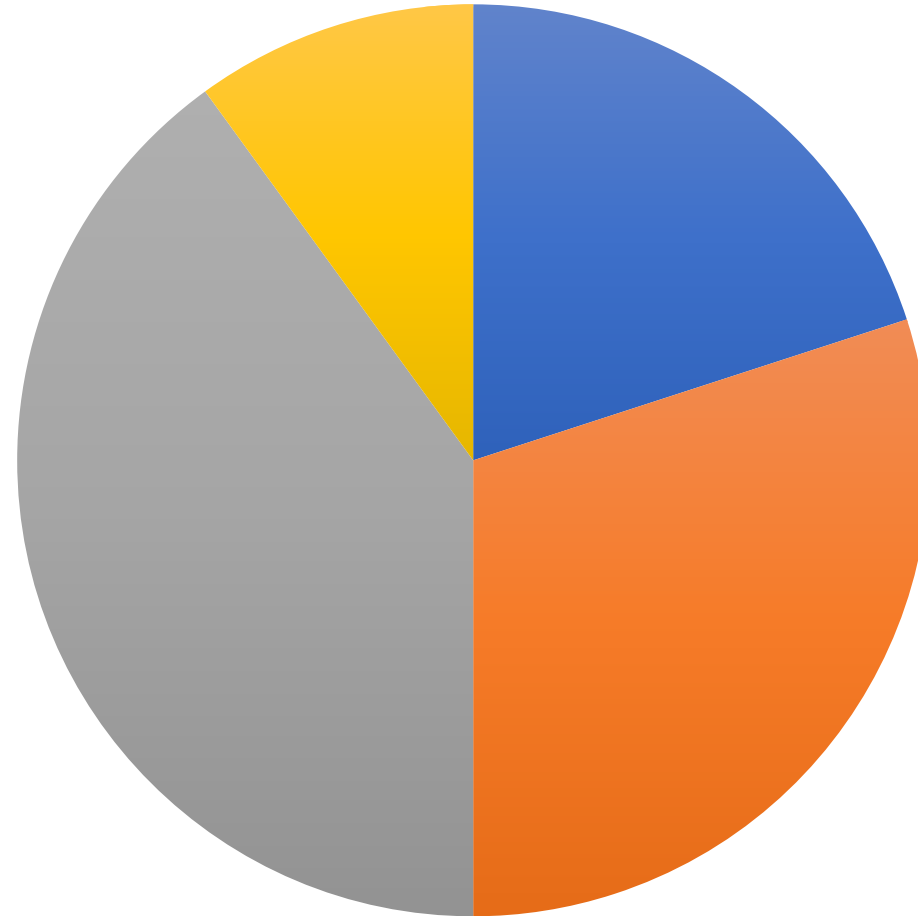
illinoisworknet.com/fejmulticulturaljobsnofo2023

- Uniform Grant Application
- Executive Summary
- Project Narrative
 - Capacity
 - Need
 - Project Plan
 - Budget Narrative
- Outcome Summary
- Uniform Grant Budget Template
- Project Implementation Plan
- Diversity, Equity and Inclusion Action Plan
- Resumes of Program Staff
- Partnership Agreements
- Conflict of Interest Disclosure Form
- Mandatory Disclosure Form
- Supportive Service Policy *(if applicable)*



Review Criteria

- Applicant Capacity (20%)
- Documentation of Need (30%)
- Quality of Project Plan (40%)
- Budget Narrative (10%)





Applicant Capacity

- Describe your organization. Who are you?
- What is your capacity to partner with employers in the target industry?
- What is your capacity to serve the target populations?
- Describe your experience in running a successful training program.
- Do you have relationships with employers and other key stakeholders?
- Describe current or completed projects similar to your proposal.
- Describe the qualifications of your key program staff.

**Applicant
Capacity**



Documentation of Need

- Describe the data used to identify the underrepresented populations to be served.
- What is the issue/problem you plan to address through your training program?
- Provide information regarding the environmental justice community that will be served (if any).
- Provide any additional details to strengthen the understanding of identified issues/problems, needs, and expansion opportunities.



Quality of Project Plan

- Discuss the service delivery approach that will be used.
- Discuss the training approach that will be used.
- Identify credentials that will be received at the completion of training.
- Provide detailed information about the work-based learning activities that will be provided for this project.
- List specific, measurable objectives that will allow the project to meet the stated goals.



Budget Narrative

- Provide a high-level budget narrative, including an analysis of the cost efficiency in relationship to planned outcomes.
- Assess the reasonableness of cost based on the estimated number of participants and the length of the program.
- Does your budget narrative correlate with the information provided in the budget template?
- Describe the amount of matching funds provided (*if applicable*)



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Preparing Your Budget

- 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.
- General Requirements for Costs:
 - Allowable
 - Reasonable
 - Allocable



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Allowable Costs § 200.403

Factors affecting allowability of costs:

- Be necessary and reasonable for the performance of the Federal award and be allocable under the Federal Cost Principles.
- Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
- Be consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the non-Federal entity.
- Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
- Be determined in accordance with generally accepted accounting principles (GAAP), except, for state and local governments and Indian tribes only, as otherwise provided for in this Part.
- Not be included as a cost or used to meet cost sharing or matching requirements of any other federally financed program in either the current or a prior period.
- Be adequately documented.



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Reasonable Costs § 200.404

A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. The question of reasonableness is particularly important when the non-Federal entity is predominantly federally-funded. In determining reasonableness of a given cost, consideration must be given to:

- Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the non-Federal entity or the proper and efficient performance of the Federal award.
- The restraints or requirements imposed by such factors as: sound business practices; arm's-length bargaining; Federal, state and other laws and regulations; and terms and conditions of the Federal award.
- Market prices for comparable goods or services for the geographic area.
- Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the non-Federal entity, its employees, where applicable its students or membership, the public at large, and the Federal government.
- Whether the non-Federal entity significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the Federal award's cost.



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Allocable Costs § 200.405

- A cost is allocable to a particular Federal award or other cost objective if the goods or services involved are chargeable or assignable to that Federal award or cost objective in accordance with relative benefits received. This standard is met if the cost:
 - Is incurred specifically for the Federal award;
 - Benefits both the Federal award and other work of the non-Federal entity and can be distributed in proportions that may be approximated using reasonable methods; and
 - Is necessary to the overall operation of the non-Federal entity and is assignable in part to the Federal award in accordance with the principles in this subpart.
- All activities which benefit from the non-Federal entity's indirect (F&A) cost, including unallowable activities and donated services by the non-Federal entity or third parties, will receive an appropriate allocation of indirect costs.



Types of Costs

- **Direct costs:** Costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. **§ 200.413**
- **Indirect Costs (Facilities and Administration):** Costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. **§ 200.456**



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Uniform Budget Template

- General Instructions
- **Section A – State Funds**
 - Budget Summary
 - Indirect Cost Rate Information
- **Section B – Non-State Funds/Match**
 - Cash
 - In-Kind
 - Leverage
- Certification
- **Section C – Budget Worksheet & Narrative**





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Section A: State of Illinois Funds

- Includes funding that is provided by the state awarding agency regardless if the grant is State or Federally funded (federal pass-through funds).
- The standard budget line item definitions are consistent with the Uniform Administrative Guidance.
- The line items that are not applicable to the grant program are *“grayed out”*.
- The Uniform Budget Template provides a space for Program-Specific line items.



Section A: Indirect Cost Selection

All grantees must complete the Indirect Cost Rate Form and select one of the following options:

- ✓ Use the current Federally approved indirect cost rate as a result of being a direct grant recipient from a Federal awarding agency;
- ✓ Negotiate a rate with the State of Illinois by first submitting an Indirect Cost Rate Proposal to the State of Illinois' Centralized Indirect Cost Unit;
- ✓ Use the Federal "de minimis" rate of 10% of modified total direct costs (MTDC);
- ✓ Use a Restricted Rate designated by programmatic or statutory policy;
- ✓ Choose not to request reimbursement of indirect costs.



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Indirect Cost Rate Selection

Centralized Indirect Cost System

- All grantees must select an Indirect Cost Rate option in a centralized indirect cost rate system.
- An indirect cost rate is a device used for determining the appropriate amount of indirect costs each program should bear. An Indirect Cost Rate is the ratio between the total indirect expenses and some direct cost base.
- Options available for a Grantee to receive an Indirect Cost Rate:
 - Current Federal negotiated Indirect Cost Rate Agreement
 - Negotiate a rate with the State of Illinois
 - Elect to use the Federal 10% “de minimis” rate of Modified Total Direct Cost (MTDC)
 - Elect to decline any indirect cost rate



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Indirect Cost Rate Proposals & Elections

- Centralized Indirect Cost System can be accessed at <http://grants.illinois.gov> from the dropdown menu in the Grantee Links Tab. This site includes:
 - FAQs
 - Training Modules
 - Forms and Indirect Cost Rate Templates
 - Department of Labor Indirect Cost Rate Guide
- An indirect cost proposal or rate election must be initiated with the Centralized Indirect Cost Rate system upon notice of award. The indirect cost rate proposal or rate election must be completed no later than three (3) months after the effective date of the State award.
- Uniform Guidance (2 CFR 200) requires an *annual* submission of an indirect cost proposal or rate election. The Centralized Indirect Cost Rate system will be used for annual renewals. Annual submissions must be received within six months after the Grantee's fiscal year end.



Section B: Non-State of Illinois Funds

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- Are verifiable from the non- Federal entity's records;
- Are not included as contributions for any other Federal award;
- Are necessary and reasonable for accomplishment of project or program objectives;
- Are allowable under Subpart E— Cost Principles of this Part;
- Are not paid by the Federal government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- Are provided for in the approved budget when required by the Federal awarding agency; and
- Conform to other provisions of this Part, as applicable.



Funding Information

- The Department expects to award two grants under this NOFO for up to **\$1 million**.
 - **CATEGORY C: \$500,000**
 - **CATEGORY E: \$500,000**
- It is anticipated that this grant will be awarded for 12 months with one 12-month renewal option.
- The Department anticipates sending Notices of State Award (NOSA) by June 30, 2023, but reserves the right to issue a reduced award, or not to issue any award.



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Submission Requirements

Application Format:

- 8 ½ x 11-inch page size using 11-point type and at 100% magnification is required.
- Tables may be used to present information using 10-point type.
- The program narrative must be typed, single-spaced with 1-inch margins on all sides.
- The entire application must be page numbered – Hand-written page number are acceptable.

Application Submission:

Application materials must be submitted via electronic form at:

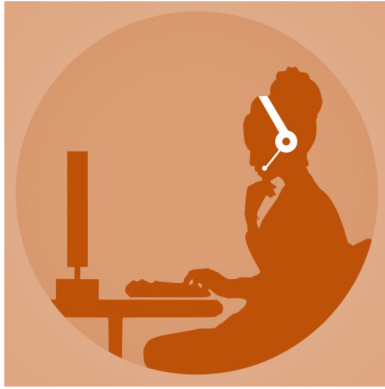
<https://app.smartsheet.com/b/form/0f1a104092fa41e496d9c092fc4f3c10>.

Application Due Date:

5:00 PM (Central Time) April 23, 2023



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Contact Information

NOFO Questions

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Budget Questions

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