



CLEAN JOBS ILLINOIS

Climate Works Pre-apprenticeship Program

Bidders Conference

April 27, 2023



Illinois
Department of Commerce
& Economic Opportunity

JB Pritzker, Governor



CLEAN JOBS ILLINOIS

Climate Works Pre-apprenticeship Program

1. **CEJA workforce programs overview**
2. Illinois workforce priorities
3. Program requirements
4. Team building and eligibility
5. Application, submission, and review information



Illinois
Department of Commerce
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What is the Climate and Equitable Jobs Act?



Comprehensive energy legislation to equitably accelerate the adoption of renewable energy generation, electrification, electric vehicles and energy efficiency.



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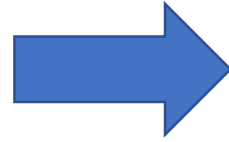
CEJA Investments

- Increases support for **renewable energy** to reach 40% by 2030, 50% by 2040.
- Supports a **carbon-free power grid** by 2045.
- Expands **solar incentive programs**.
- Extends utility **energy efficiency programs** and bolsters low-income requirements.
- Enables electric utilities to incorporate **electrification** into energy efficiency programs.
- Supports communities **transitioning away from coal**.
- Supports **electric vehicle transition** through rebates and EV infrastructure.



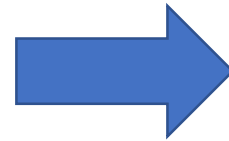
CEJA Workforce Programs

Illinois is investing in clean energy sources, electric vehicles, electrification, and energy efficiency.



We need to expand the clean energy workforce to do the work.

Historically, investments in clean energy and clean energy jobs have not benefited all communities and populations.



The benefits of clean energy investments and good-paying jobs should be distributed equitably.

CEJA Workforce Program Goals



Equitably grow the **clean energy workforce** to meet the demand for clean energy workers



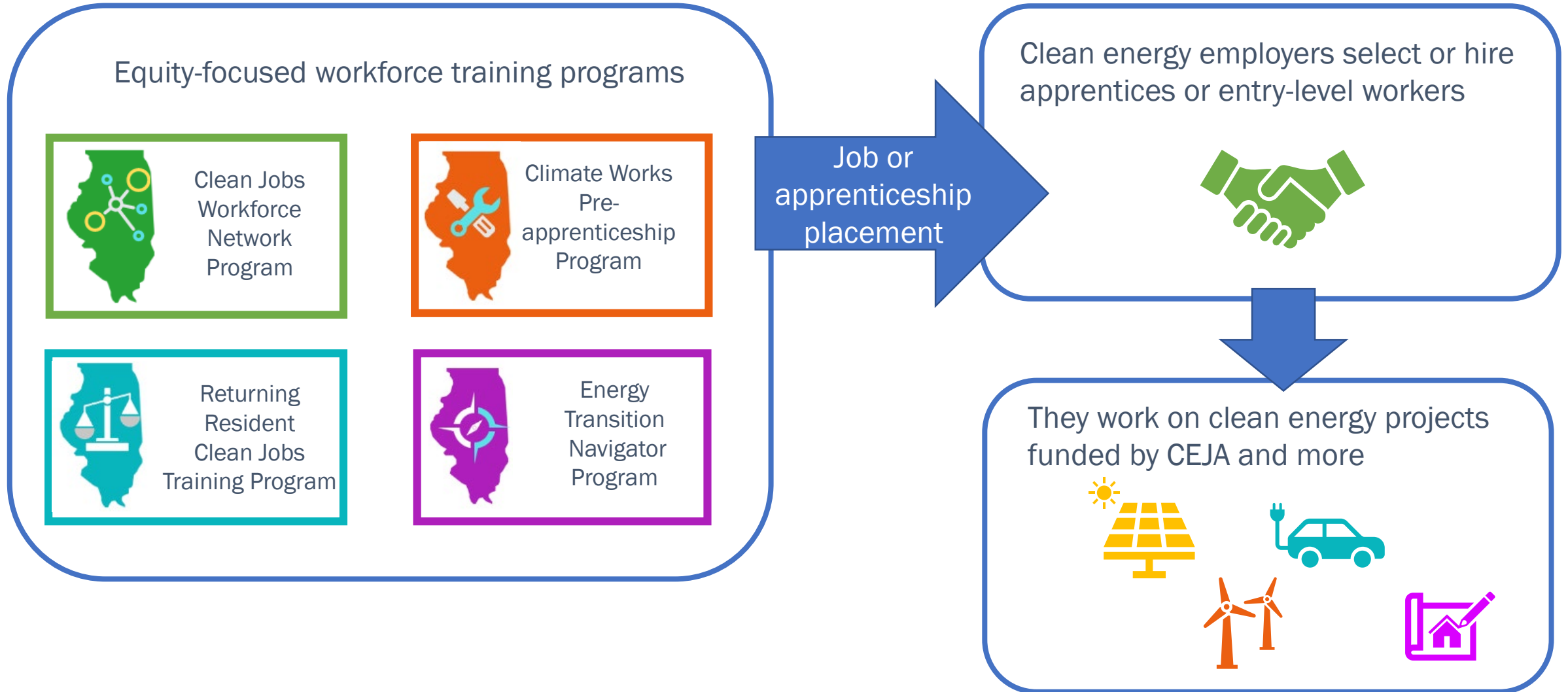
Prepare people for well-paying **clean energy jobs** and **careers**.



Increase employment opportunities in the clean energy workforce for equity eligible individuals and communities.



CEJA Workforce Program Ecosystem



CEJA Workforce Programs



Climate Works Pre-apprenticeship Program

- 3 regional hubs deliver pre-apprenticeship training.
- Goal: Prepare people for **registered apprenticeships**.
- Will provide basic construction training, with a clean energy focus
- Energy transition barrier reduction services included.



Clean Jobs Workforce Network Program

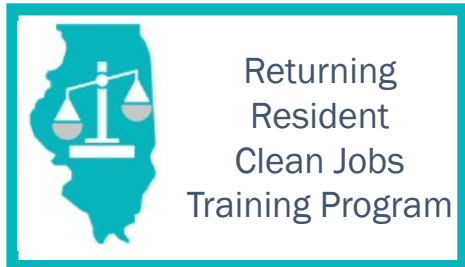
- 13 hubs will deliver clean jobs training at locations throughout the state.
- Goal: Prepare people for **entry-level clean energy jobs**.
- Will utilize standard clean energy curriculum, developed by DCEO.
- Energy transition barrier reduction services included.

CEJA Workforce Programs



Energy Transition Navigators

- Help recruit participants
- Conduct education & outreach
- Build connections in communities and with employers



Returning Resident Clean Jobs Training Program

- Utilizes Clean Jobs Curriculum in prison setting.
- Strong transition support services will be needed.
- Strong employer support will be needed.



Funding across the CEJA workforce programs



\$24 million/yr +
\$15 million/yr barrier
reduction funds
Up to 13 awards



\$10 million/yr +
\$6 million/yr barrier
reduction funds
Up to 3 awards



\$6 million/yr
Up to 13 awards



\$6 million/yr
awards TBD

Total funding:
\$67 million/yr

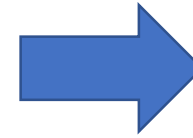
Grantees selected
every 3 years



Which CEJA Workforce Program should I apply for?

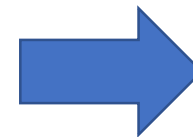
My organization has:

- Experience delivering construction and skills training.
- Strong ties to target communities and populations in region.
- Strong ties to registered apprenticeship programs.



My organization has:

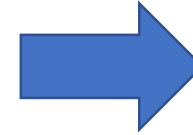
- Experience providing employment, skill development and related services.
- Strong connections to target communities and populations in region.
- Strong connections to clean energy employers.



Which CEJA Workforce Program should I apply for?

My organization has:

- Experience providing wrap-around supports
- Strong ties to other organizations for referrals
- Ability to meet people's needs quickly and efficiently
- Strong ties to target communities and populations



Climate Works
Pre-
apprenticeship
Program



Clean Jobs
Workforce
Network
Program

Apply as part of
a team to
deliver Barrier
Reduction
Services

My organization has:

- Experience providing outreach and engagement.
- Strong connections to target communities and populations
- Relationships with workforce agencies and community organizations in the region
- Ability to provide career navigation support

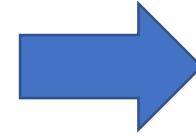


Energy
Transition
Navigator
Program

Which CEJA Workforce Program should I apply for?

My organization has:

- Experience providing employment, skill development or related services to committed persons or justice-involved persons.
- Ability to help returning residents find employment.



Climate Works Pre-apprenticeship vs. Clean Jobs Workforce Network Program: Key differences

	Clean Jobs Workforce Network Hubs	Climate Works Pre-apprenticeship Program
Locations	13 local hubs	3 regional centers
Funding	\$24 million/yr + \$15 million/yr for barrier reduction services	\$10 million/yr + \$6 million/yr for barrier reduction services
# of awards	Up to 13	Up to 3
Program goal	Prepare people for entry-level clean energy jobs	Prepare people for apprenticeships
Curriculum	Standard clean jobs curriculum (bridge program + job-specific training options)	Core construction curriculum + employability skills + clean energy basics.
Employer connections	Coordinate with clean energy employers for work-based learning and job placement	Coordinate with apprenticeship programs and contractors to facilitate enrollment.



Questions

- My organization doesn't have all the experience or expertise required. Can we partner with other organizations to apply for these funding opportunities?
 - Teams are strongly encouraged!
 - One organization can deliver all elements or partner/subcontract with other organizations to deliver program elements.
- Can my organization apply to deliver more than one CEJA program?
 - Yes, but it is discouraged. Please consider capacity if you are selected for both.



NOFO Release Timeline (Estimate)

NOTICES OF FUNDING OPPORTUNITY RELEASE

APRIL

MAY

JUNE



Climate Works Pre-apprenticeship Program



Energy Transition Navigator Program



Clean Jobs Workforce Network Program



Returning Resident Clean Jobs Program

CEJA Ecosystem: Close Coordination Required!

Workforce training programs

The icon features a green silhouette of the state of Illinois with a network of white nodes and lines overlaid on it.

Clean Jobs
Workforce
Network
Program

The icon features an orange silhouette of the state of Illinois with a white wrench and a blue screwdriver overlaid on it.

Climate Works
Pre-
apprenticeship
Program

The icon features a teal silhouette of the state of Illinois with a white scale of justice overlaid on it.

Returning
Resident
Clean Jobs
Training Program

The icon features a purple silhouette of the state of Illinois with a white compass rose overlaid on it.

Energy
Transition
Navigator
Program





CLEAN JOBS ILLINOIS

Climate Works Pre-apprenticeship Program

1. CEJA Workforce programs
- 2. Illinois workforce priorities**
3. Program requirements
4. Team building and eligibility
5. Application, submission and review information



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Department of Commerce
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Governor's Action Agenda for Workforce Development and Job Creation

Unite workforce development partners around regional cluster strategies

Prepare Illinois workers for a career, not just their next job

Establish and support equity goals

Connect job seekers with employers

Integrate workforce services across program providers



Illinois Workforce Innovation Board

Apprenticeship Goals

Fully integrate apprenticeships into state workforce development, education, and economic development strategies and programs.

Support rapid development of new apprenticeship programs and expand existing programs.

Support development and recruitment of a diverse pipeline of apprentices.

Build state capacity to make it easier for the industry to start apprenticeship programs and for apprentices to access opportunities.



Apprenticeships: A proven way to train the construction workforce



Employers have access to well-trained workers.

Apprenticeships reduce worker turnover, build loyalty.

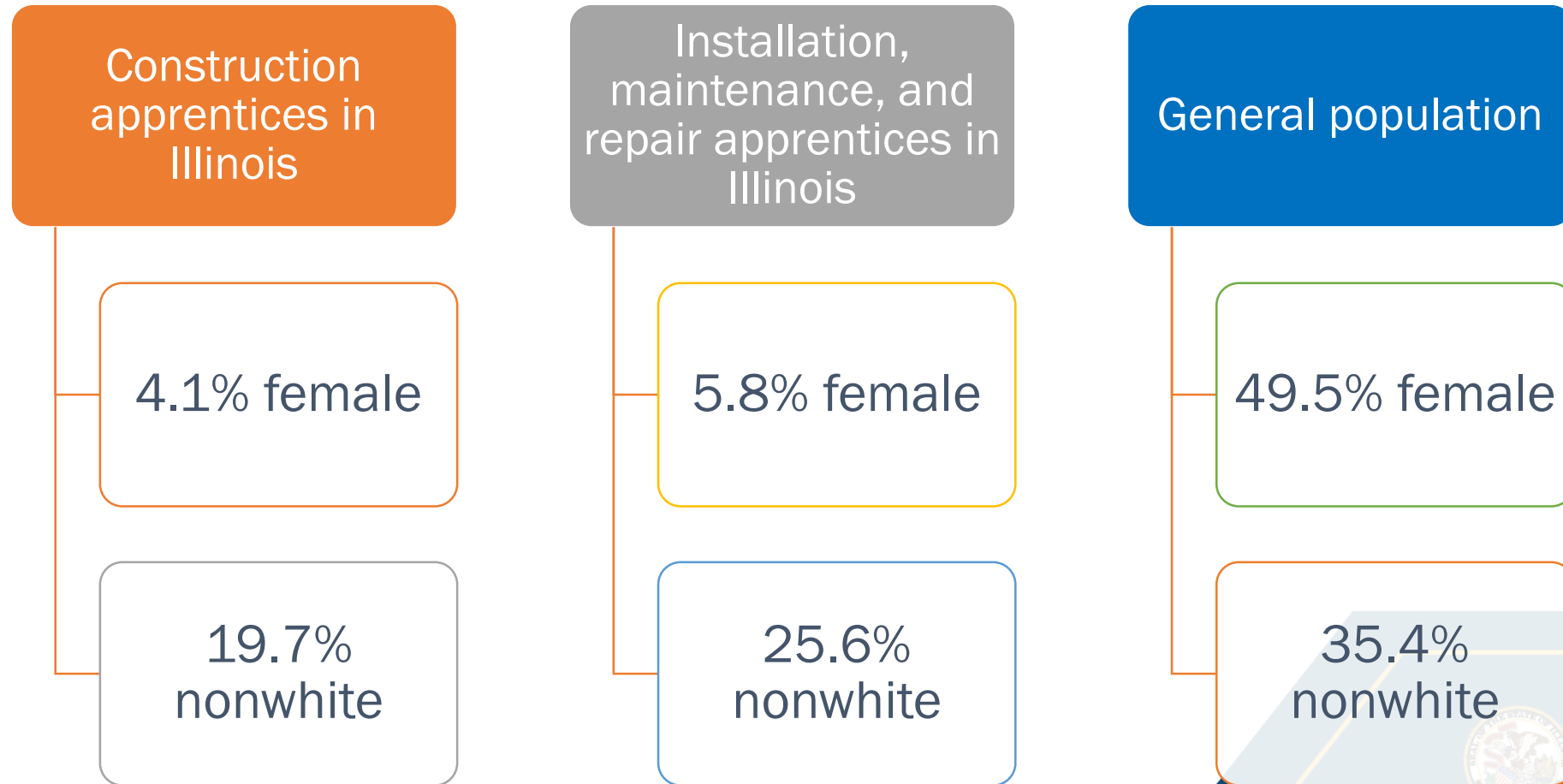
Employees benefit from skill gains and income throughout training period.

Offer workers a way to start new careers with good wages.

Helps match employers to employees to determine if it's a good fit.



The problem: For many, apprenticeships are out of reach



Solution: Pre-apprenticeships

Specifically target equity-focused populations and equity eligible communities

Prepare participants to enter and succeed in apprenticeships

Provide access to educational and career counseling and other supportive services and tutoring

Offer hands-on, meaningful learning activities

Provide support for applying to and transitioning into an apprenticeship program



Core Pre-apprenticeship Elements

Inclusive recruitment of equity eligible populations

Industry-focused construction curriculum & training

Hands-on learning & work-based learning

Retention services for successful participation and completion

Partnerships with apprenticeship programs and employers

Credential acquisition





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Climate Works Pre-apprenticeship Program

1. CEJA workforce programs
2. Illinois workforce priorities
- 3. Program requirements and key elements**
4. Applicant teams and eligibility
5. Application and submission information
6. Application review information



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Climate Works Pre-apprenticeship Program Goals



Equitably grow the **construction and building trades** to meet the **demand** for clean energy workers



Prepare people to succeed in apprenticeships.



Increase employment opportunities in the clean energy workforce for equity eligible individuals and communities.



Construction and building trades are expected to grow because of state and federal investments in clean energy

Electrician

Heat & frost
insulator

Ironworker

Carpenter

Laborer

Roofer &
waterproofer

Plumber/pipefitter

Industrial
maintenance
mechanic

Sheet metal
worker

HVAC
installer/service
technician



Climate Works Pre-apprenticeship Program

Coordinate with Energy Transition Navigators to recruit, prescreen, and support participants through application process

Provide pre-apprenticeship training (construction focus) free of charge + stipend

Provide wrap-around supports and services to remove participation barriers

Provide information about clean energy job opportunities in construction and building trades

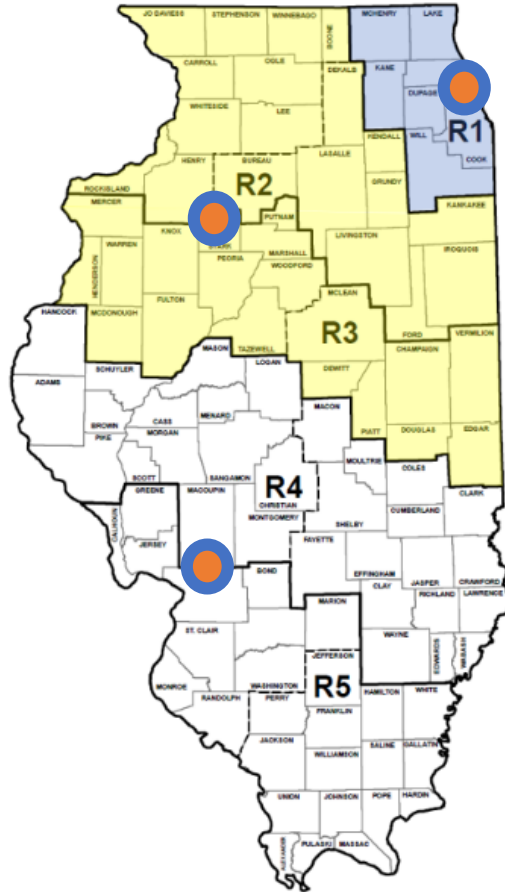
Connect participants to apprenticeship programs and provide transition support

3 Climate Works Pre-apprenticeship “Centers”

Center 1:
IDOT Region 1

Center 2:
IDOT Region 2-3

Center 3:
IDOT Region 4-5



Applicant teams are encouraged to offer training in more than one location in the region to improve accessibility.

How will you reach target populations across the region?



Annual funding available for Climate Works Pre-apprenticeship Program

\$10 million program delivery
+ \$6 million barrier reduction services
= \$16 million total funding

Number of awards: **Up to 3**

Amount per award range:

Up to \$6.5 million per year for each of the three regional “centers”

Applicants selected for 3 years, subject to annual review

Estimate: \$10,000 per participant (not including barrier reduction services)

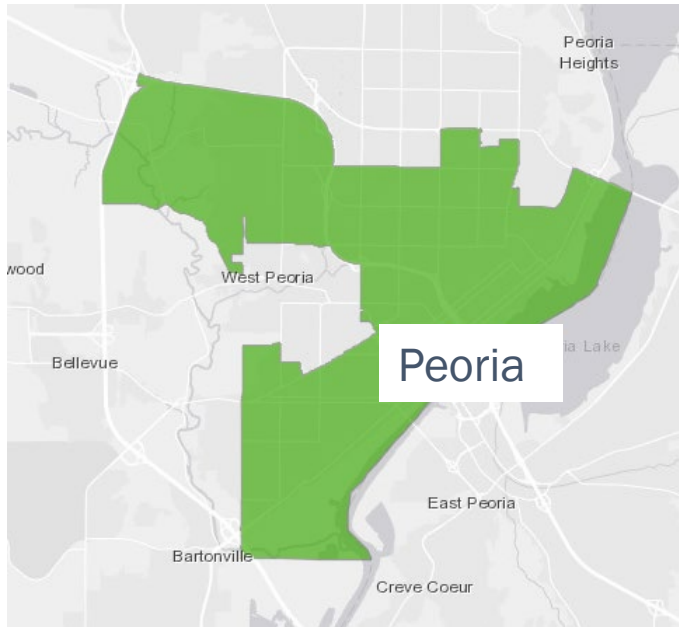
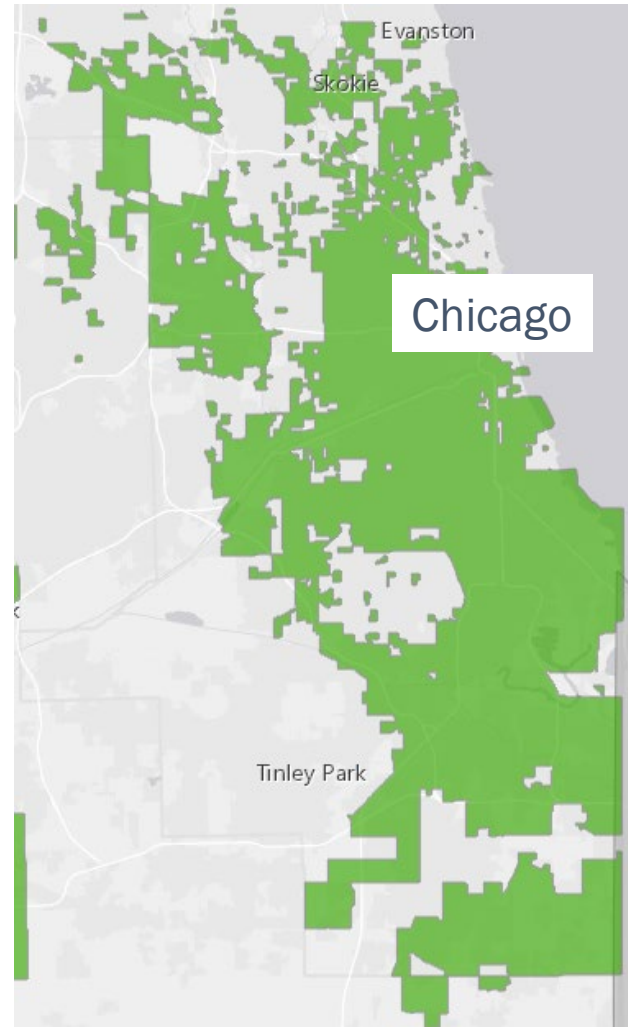
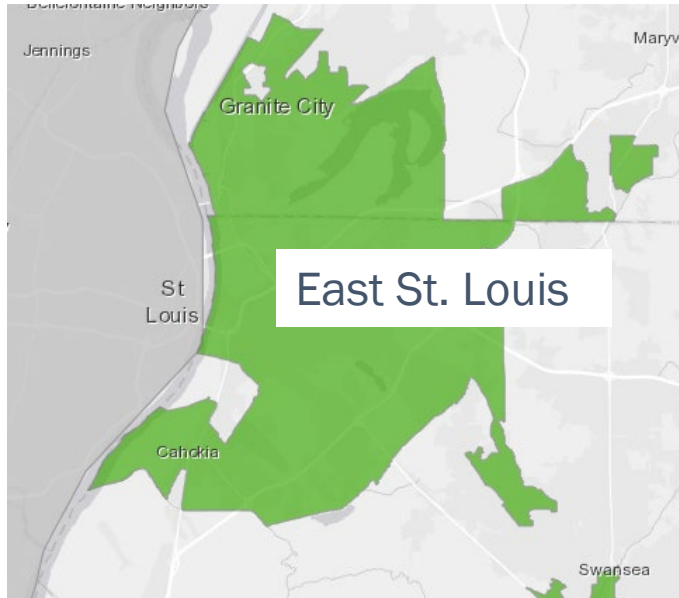




Who will you serve? Eligible participants

Equity eligible individuals:

- People living in equity investment eligible communities (environmental justice or R3 communities), or
- People who have been incarcerated
- Graduates of foster care system or current members



Other participant eligibility requirements

Must be at least 16
years old

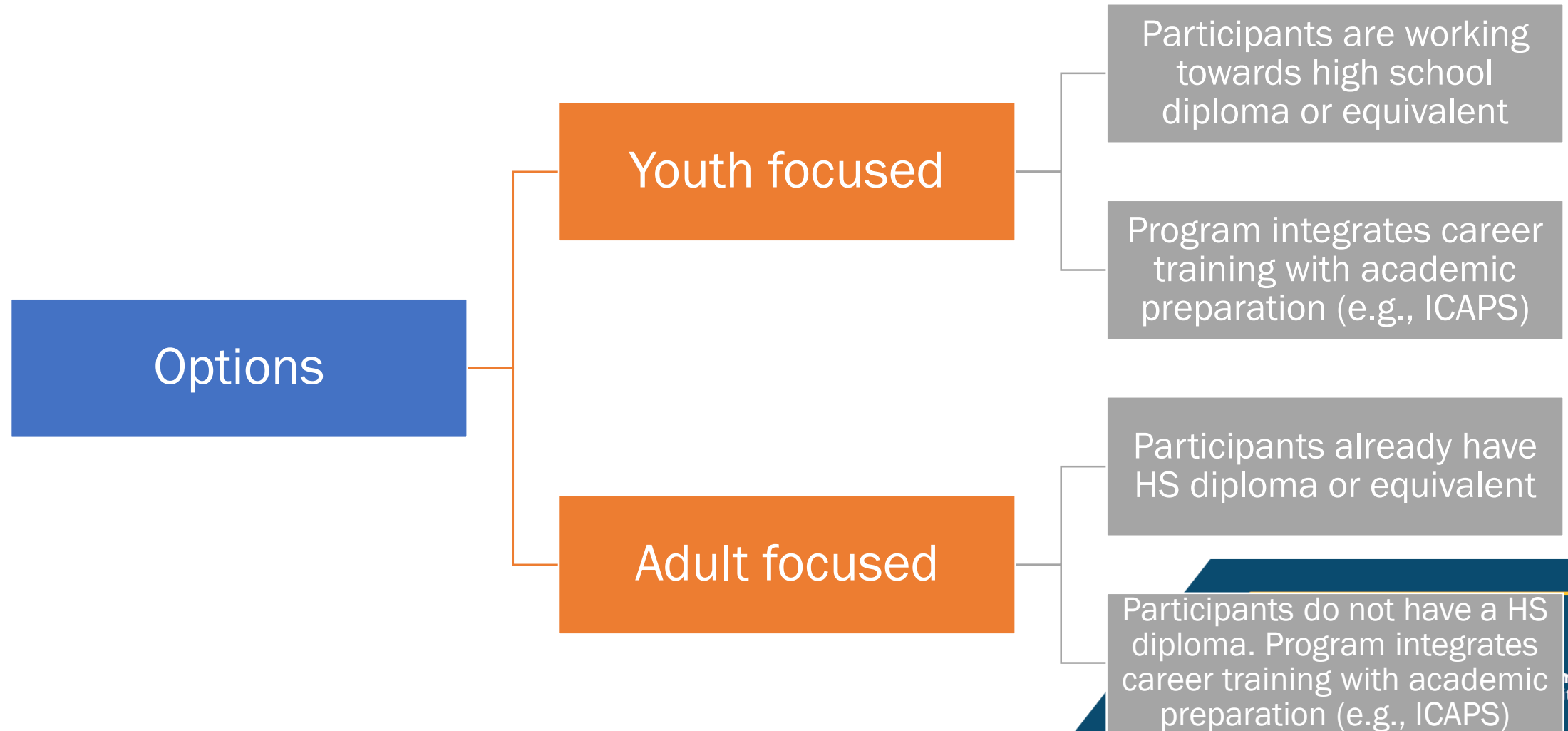
Must be an Illinois
resident

Must have a high school
diploma or equivalent
OR be in a program that
is preparing them for
one.

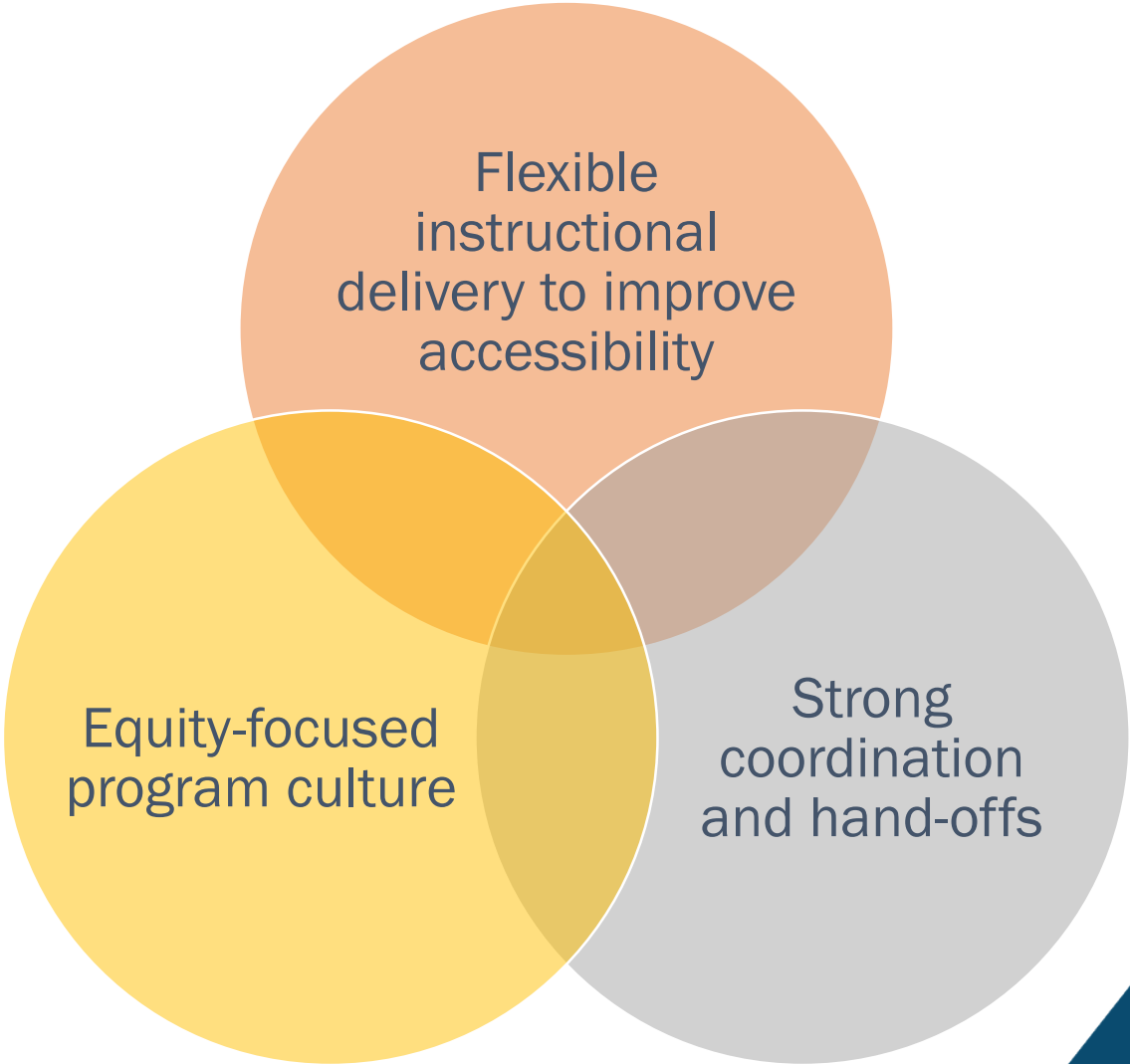
Must want to pursue a
career in construction or
the building trades.



Your audience determines your program design



Three key program delivery elements



Flexible instructional delivery options: What might you propose?

On-demand instruction

Virtual or face-to-face instruction

Full-time or part-time instruction

Open entry and exit model

Modular programming to avoid redundant training for participants who already have qualifications

Alternative testing approaches to demonstrate mastery



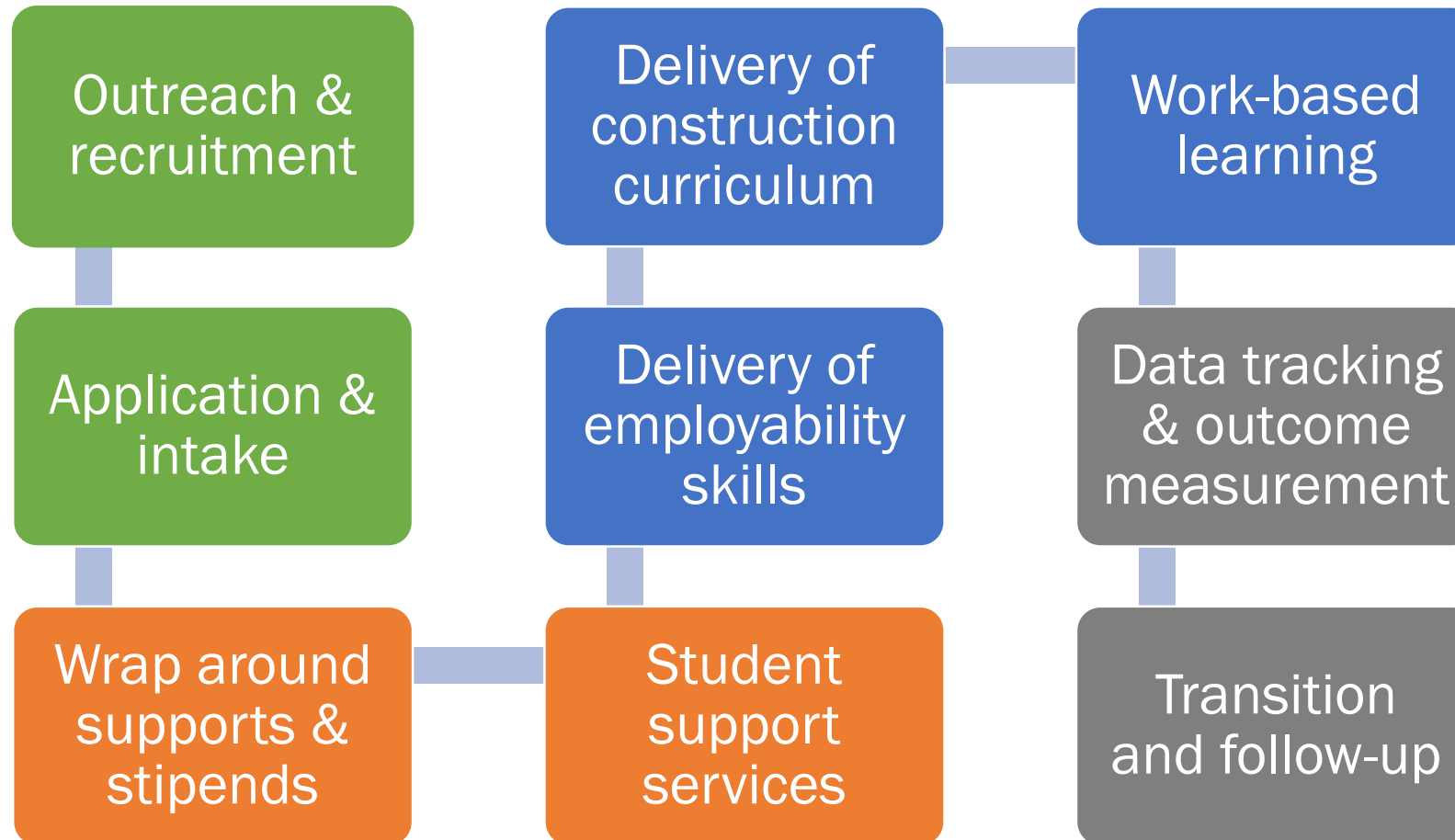
Coordination and warm hand-offs



Equity focused program culture: More than just numeric participant targets



Program delivery elements



Outreach and recruitment

Coordinate with CEJA Energy Transition Navigator Program

Develop proactive, inclusive, and equitable recruitment and outreach strategies

Demonstrate knowledge, experience working with target populations

Help applicants make informed decisions about their participation (acknowledge disparities in regional construction & building trades)



Application and intake

Pre-screen assessment, application and interview to review potential participants' eligibility

Needs assessment for wrap-around support services

Plans to refer students who don't meet minimum requirements to other services in community (e.g., GED, ESL classes)



Wrap-around supports & stipends: eliminate barriers to participation

Stipends (\$13 per training hour)

Transportation costs (car repairs, gas cards, bus passes)

Childcare costs

Technical assistance for virtual learning

Driver's education fees

Personal health

Emergency bill payments

Financial literacy

Referrals for other services (mental health, housing, substance use)

Mentoring

Alumni networks

Apprenticeship application fees.



Student support services: Maximize participant success

Tutoring

Retesting

Make-up sessions

Mentoring

Educational enrichment activities

Coaching

Innovative teaching and learning tools

Immersive training and learning techniques



Curricula and instruction: Construction + Employability skills

Construction training

- NABTU Multi-Craft Core Curriculum (preferred) OR
- NCCER Core Curriculum
- Recommended: Construction Math

Clean energy focus

- Intro to clean energy careers
- Building energy efficiency basics
- Electrical basics
- Renewable basics
- Additional certifications, if applicable

Safety training

- OSHA 10
- First Aid/CPR
- Flexibility to NOT offer if covered in apprenticeship program

Employability training

- Illinois Essential Employability Skills Framework
- Workplace relationships
- Construction & trades from a gender or POC lens

Required certifications: NABTU or NCCER Core certification, OSHA 10, and First Aid/CPR



Work-based learning requirements: Minimum of 10 hours. May include:

Construction work at job sites

Job site practicums

Job site visits and tours of registered apprenticeships



Will require partnerships with contractors, government entities, or community-based organizations.



Transition and follow-up support

Evidence of formal partnerships with registered apprenticeship programs, labor unions, industry trade groups, and contractors.

- Matriculation agreements with registered apprenticeship programs
- Letters from signatory contractors agreeing to hire apprentices

Must have plans to help transition students to these programs

Continued follow-up and guidance after placement



What apprenticeships are you connected with?

Electricians

Insulators

Ironworkers

Laborers

Carpenters

Plumbers

Operating
Engineers and
Equipment
Operators

Sheet Metal
Workers

Roofers

Boilermakers



Data tracking and program outcomes assessment

Demographic information for program participants

Individuals accepted and placed into apprenticeship programs

Individuals who remain in apprenticeship program, become journeymen

Individuals placed in jobs, other training programs

Assessments to improve program delivery (e.g., surveys of employers, program graduates)



Program outcomes

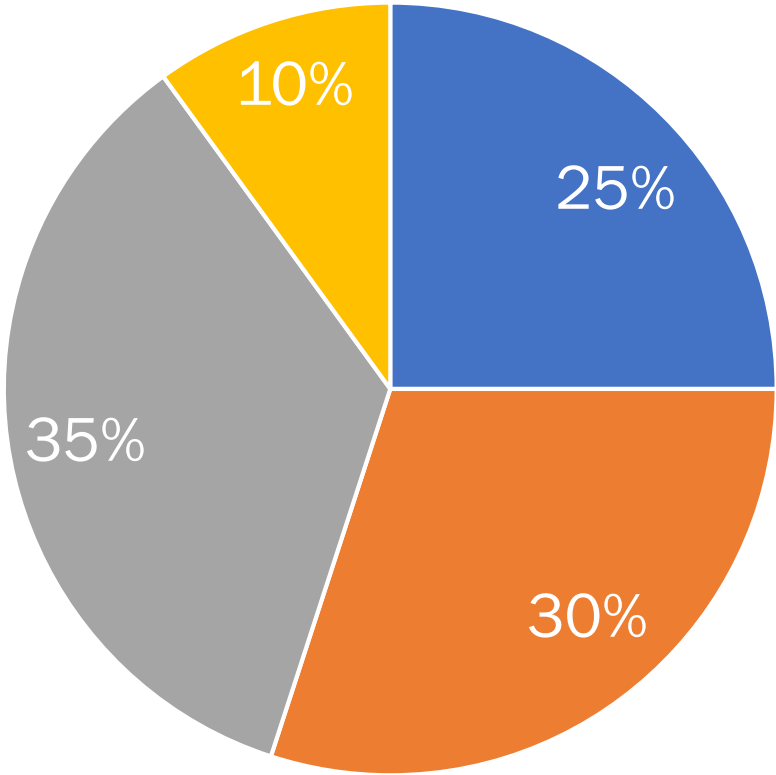
Primary outcome:
Placement in
registered
apprenticeship
program* in the
construction and
building trades

**Secondary
outcome:**
Placement in
college program or
other training
program, or
accepted position
with an employer

*Must be Department of Labor Registered Apprenticeship Program
See <https://www.apprenticeship.gov/apprenticeship-job-finder>

Performance-based Payment Model

- Enrollments
- Completions
- Transitions
- Close-out reports



★ Real-time reporting, monthly disbursements.





CLEAN JOBS ILLINOIS

Climate Works Pre-apprenticeship Program

1. CEJA workforce programs
2. Illinois workforce priorities
3. Program requirements
- 4. Eligibility and building your team**
5. Application and submission information
6. Application review information



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Eligible applicants include organizations that:

Provide employment, skill development, or related services to members of target communities

Demonstrate relationships with local residents and organizations serving communities

Have a history of serving low-wage or low-skilled workers from economically disadvantaged communities within proposed regions

Demonstrate relationships with construction and building trade registered apprenticeship programs, industry contractors, contractor associations.



Priority for teams that can collectively demonstrate:

Ability to effectively serve diverse and underrepresented populations

Agreements with registered apprenticeship programs for direct matriculation of graduates

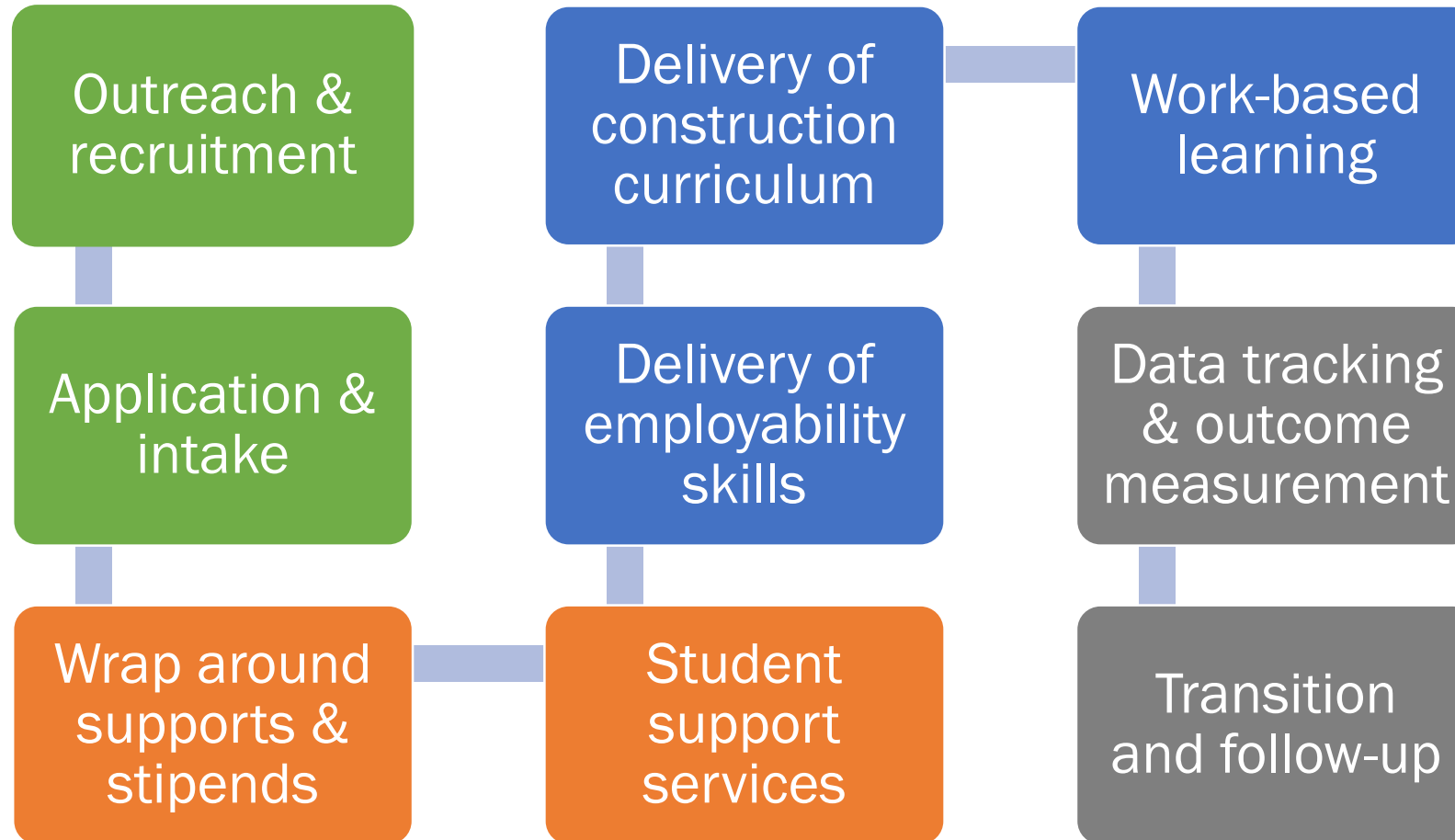
Agreement with NABTU to utilize construction curriculum

Ability to recruit, prescreen, and provide training

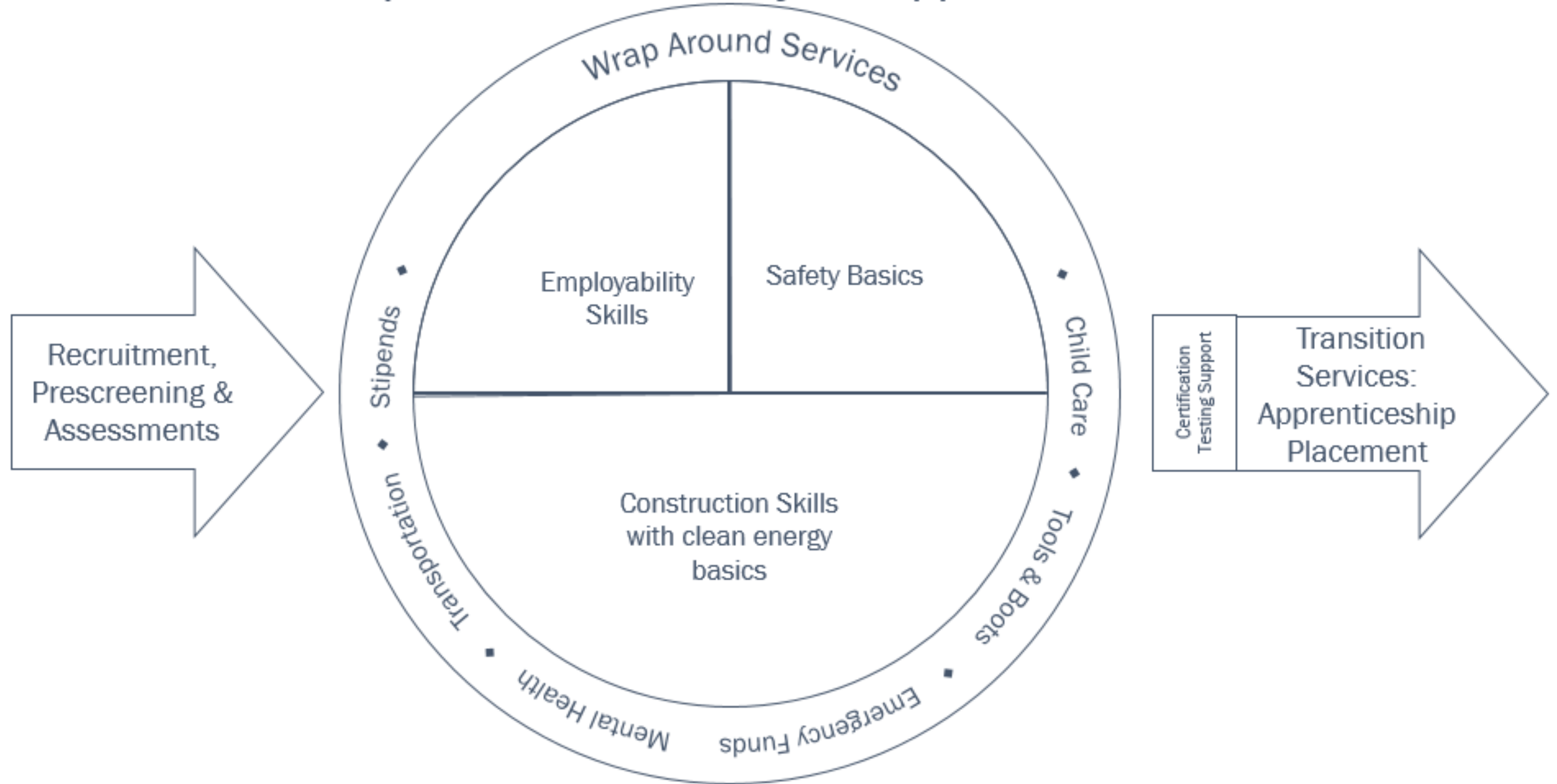
Capacity to provide support services and ongoing engagement during transition period

Capacity to operate satellite training locations to increase accessibility throughout region

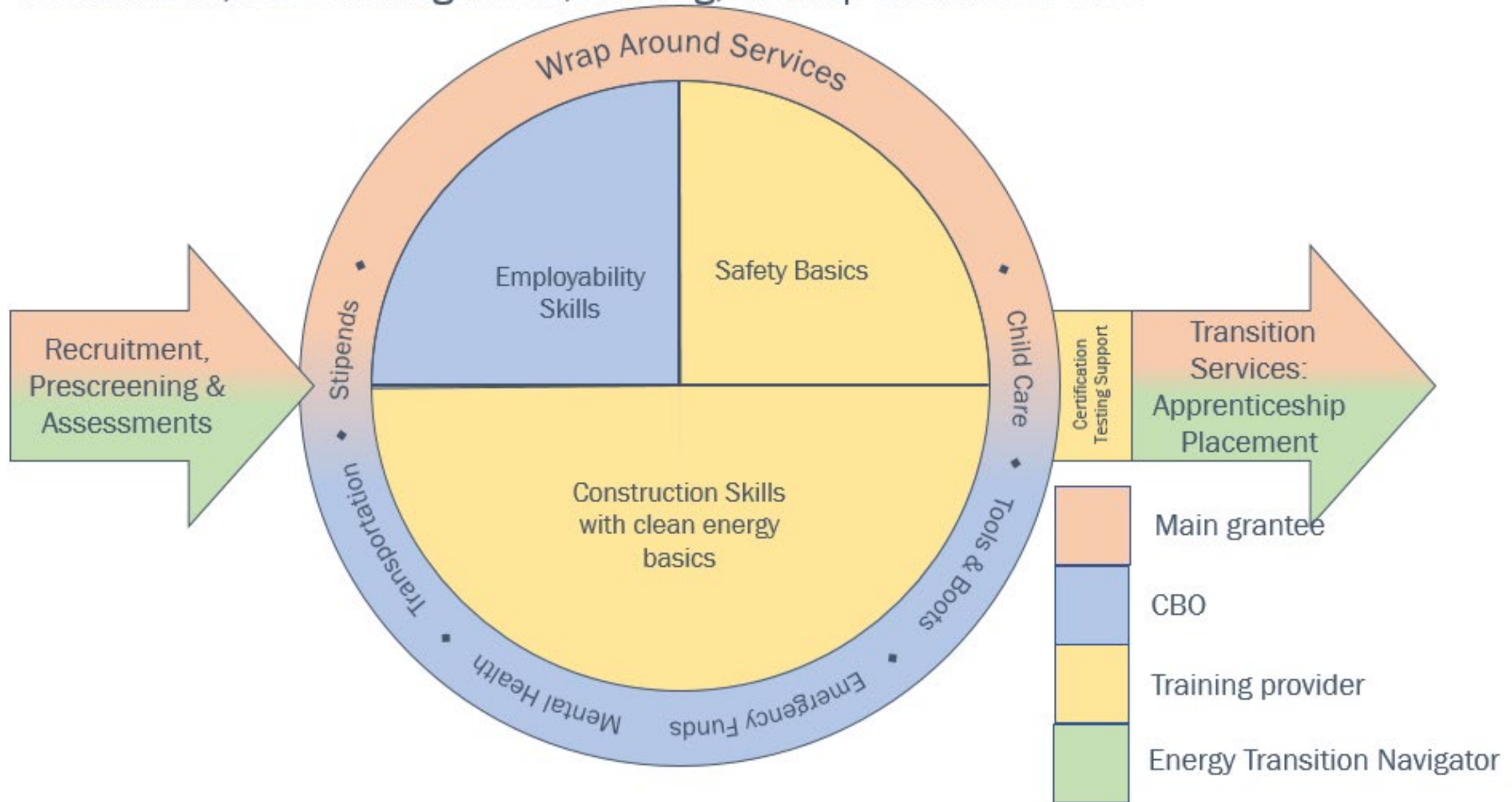
Can your team collectively deliver all program elements?



Overall Program Design: How will you deliver the program elements and coordinate with partners for delivery of support services?



Team Approach: Form agreements with other organizations to provide outreach, recruitment, case management, training, or wrap-around services



Team members that deliver energy transition barrier reduction services

To be eligible to deliver barrier reduction services, organizations must be community-based providers that have:

Ability to effectively serve diverse and underrepresented populations in the proposed region

Capacity to provide individualized support services and deliver funds in an efficient and timely manner

Strong connections to other community-based orgs and local agencies for referrals and warm hand-offs

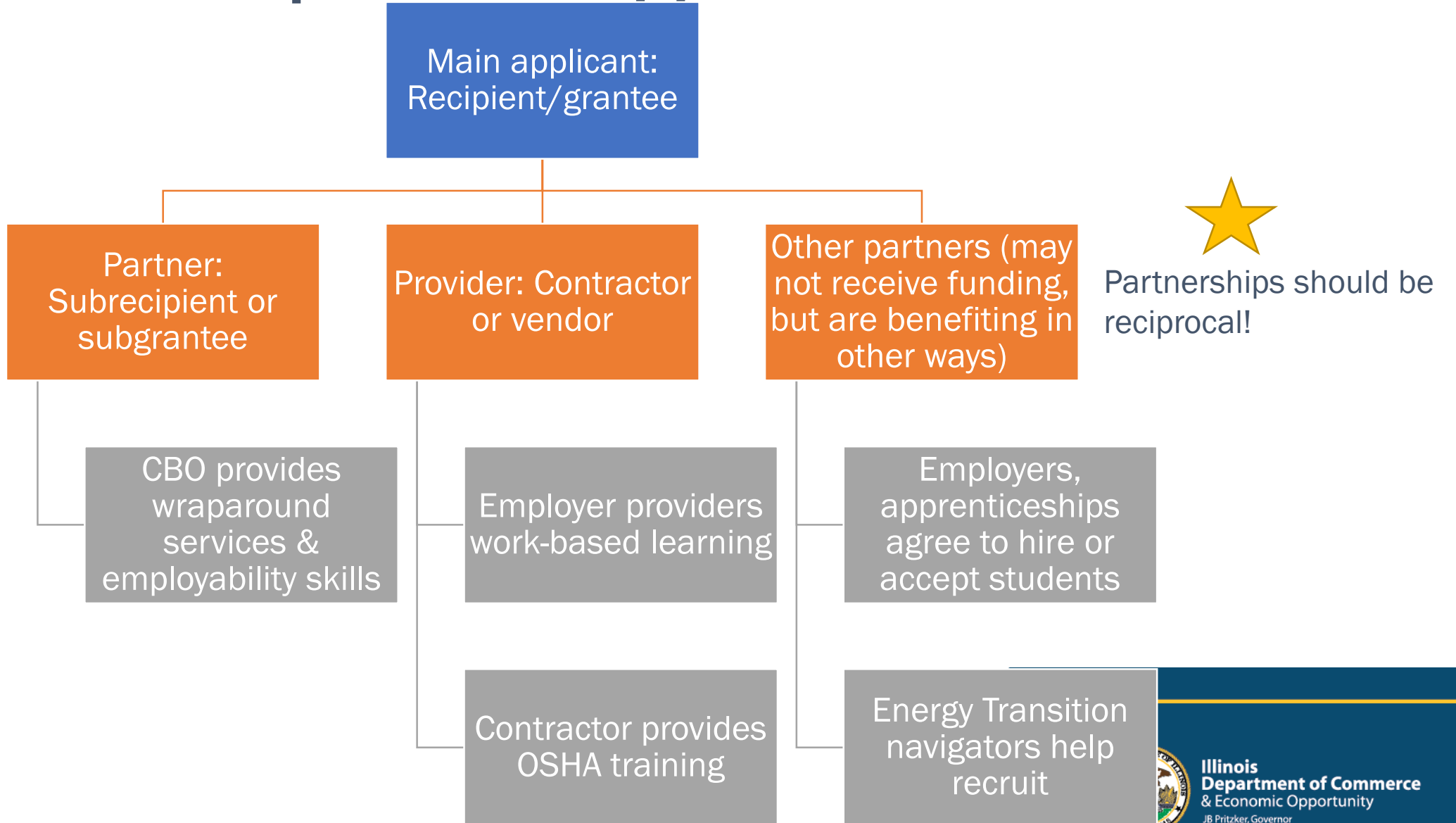
Strong connections to equity investment eligible communities.



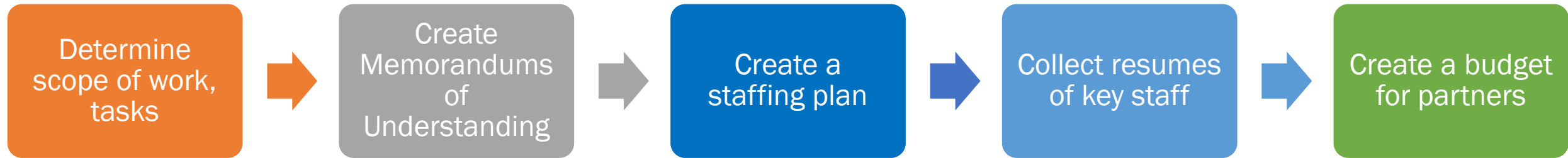
Building your team: An example

	My organization's capacity	Potential partner
Outreach and recruitment	Need some help	Energy Transition Navigators
Application and intake	✓ Got it covered	
Wrap around supports and stipends	Not able to provide	Community-based organization
Student support services	Not able to provide	Community-based organization
Construction + clean energy training	✓ Got it covered	
Employability skills	Need some help	Community-based organization
Work-based learning	Not able to provide	Apprenticeship programs, employers
Follow-up, transition services	Need some help	Apprenticeship programs, employers
Data, outcome tracking	✓ Got it covered	

Example of an Applicant Team



Formalize the Partnership



More info in next session.





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Get to know the NOFO Webpage



CLIMATE WORKS PRE-APPRENTICESHIP NOTICE OF FUNDING OPPORTUNITY 2023

Background

This Notice of Funding Opportunity (NOFO) sets forth the requirements for funding the Illinois Climate Works Pre-Apprenticeship Program and the Energy Transition Barrier Reduction Program as specified by the Climate and Equitable Jobs Act (CEJA, Public Act 102-0662). These two CEJA workforce programs are intended to help accelerate the adoption of clean energy sources, electric vehicles, and energy efficiency efforts. State and federal investments in clean energy are expected to generate significant construction, installation, maintenance, and repair workforce activity in Illinois. Historically, these investments have not benefited all Illinois communities and workers. The Illinois Climate Works Pre-Apprenticeship Program was created to address these historical inequities. To create a qualified, diverse pipeline of workers prepared for careers in construction and building trades and clean energy jobs opportunities therein, the Illinois Climate Works Pre-Apprenticeship Program creates a network of Climate Works Pre-Apprenticeship Centers throughout the State that recruit, prescreen, and provide pre-apprenticeship skills training. Upon completion, participants will be connected to and prepared to complete apprenticeship programs in the construction and building trades.

This Climate Works Pre-Apprenticeship Program NOFO includes funding for the delivery of Energy Transition Barrier Reduction services for program participants. Barrier reduction services include funding for stipends, childcare, transportation, driver's education fees, textbooks, tools, and more.



NOFO Webpage Information

- Background
- Program Design
- Link to a FAQ page to submit questions
- Funding information
- Submission details
- NOFO materials (including the actual NOFO document, templates, workplans, and other application materials)
- Resources to help you put together an effective proposal
- Notice of Intent to Apply
- Award Timeline
- Information Sessions/Workshops (register for more)



NOFO Technical Assistance and Submission Timeline

May 3

Write an Effective Proposal Workshop

May 9

Technical Assistance Workshop for first time applicants

June 2

Proposals due

May 5

GATA training and question submission deadline

May 12

Notice of Intent to Apply due

[Register here for workshops:](#)

[WIOA Climate Works Pre-Apprenticeship Notice of Funding Opportunity 2023 \(illinoisworknet.com\)](https://illinoisworknet.com/WIOA-Climate-Works-Pre-Apprenticeship-Notice-of-Funding-Opportunity-2023)

Applicant Submission Documents

Uniform Grant Application in fillable PDF format

Uniform Budget utilizing template provided by DCEO

Conflict of Interest Disclosure

Mandatory Disclosure

Executive summary (1 page)

Technical Proposal (20 pages)

Proposed Work Plan, utilizing template

Participant Demographics and Outcomes Summary, utilizing template

Proposed Curriculum, utilizing template

Staffing Plan (including resumes, Memorandums of Understanding)

[WIOA Climate Works
Pre-Apprenticeship
Notice of Funding
Opportunity 2023
\(illinoisworknet.com\)](#)



Applicants Must Register in the Grant Accountability and Transparency Act (GATA) Grantee Portal

Attend a webinar on May 5th to learn about GATA requirements and how to register



Get started on this soon!

**Illinois Grant Accountability and Transparency Act
Welcome to the GATA Grantee Portal**

The Grantee Portal will be unavailable Sunday, April 16th, beginning at 7:00 AM and ending at 2:00 PM.

Grantee Portal Sign In

Amplifund Sign In

Create Account

Public Account Help

Partner Account Help

To access the Portal or Amplifund you must have an Illinois.gov account.
To create an account, click the Create Account button.
For Public domain account help, click the Public Account Help button.
For Partner domain account help, click the Partner Account Help button.


Partner account usernames end in "@external.illinois.gov" are are most likely DHS CRV account users.

Note: To bookmark this Portal, bookmark this page. Bookmarking the sign in page will cause an error.

Frequently Asked Questions

- [How to manage AmpliFund Access.](#) ([Webcast](#)) ([Transcript](#))
- [How to access the Illinois GATA Grantee Portal.](#)
- [How to create an Illinois.gov public account.](#)
- [How to reset your password.](#)
- [All Grantee Portal FAQs](#)

Uniform Application for State Grant Assistance



Illinois Department of Commerce & Economic Opportunity

Uniform Application for State Grant Assistance

Agency Completed Section

1. Type of Submission:

Pre-Application

Application

Changed/Corrected Application

2. Type of Application:

New

Continuation (i.e. Multiple Year Grant)

Revision (Modification to Initial Application)

3. Date/Time Received By State (Completed by State Agency Upon Receipt of Application)

4. Name of Awarding Agency

5. Catalog of State Financial Assistance (CSFA) Number

6. CSFA Title

Federal Assistance Listing Not Applicable (No Federal Funding)

7. Assistance Listing Number #1

8. Assistance Listing Program Title #1

9. Assistance Listing Number #2

10. Assistance Listing Program Title #2

217.782.7500 Springfield | 312.814.7179 Chicago | www.illinois.gov/dceo

Uniform Budget Template

File Home Insert Page Layout Formulas Data Review View Help Acrobat Search

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

C2 UEI#

	A	B	C	D	E	F
1	STATE OF ILLINOIS	UNIFORM GRANT BUDGET TEMPLATE			Commerce & Economic Opportunity	
2	Organization Name:		UEI#		NOFO #	2614-2348
3	CSFA Number:	420-30-2614	CSFA Description:	Grants to community based org. or coalitions in will recruit prescreen and	Fiscal Year:	2023
4	SECTION A -- STATE OF ILLINOIS FUNDS				Grant #	
5	Revenues				TOTAL REVENUE	
6	(a). State of Illinois Grant Amount Requested				\$	-
7	BUDGET SUMMARY STATE OF ILLINOIS FUNDS					
8	Budget Expenditure Categories		OMB Uniform Guidance Federal Awards Reference 2 CFR 200		TOTAL EXPENDITURES	
9	1. Personnel (Salaries & Wages)		200.430		\$ -	
10	2. Fringe Benefits		200.431		\$ -	
11	3. Travel		200.474		\$ -	
12	4. Equipment		200.439		\$ -	
13	5. Supplies		200.94		\$ -	
14	6. Contractual Services & Subawards		200.318 & 200.92		\$ -	
15	7. Consultant (Professional Services)		200.459		\$ -	
17	9. Occupancy (Rent & Utilities)		200.465		\$ -	
19	11. Telecommunications				\$ -	
20	12. Training & Education		200.472		\$ -	
21	13. Direct Administrative costs		200.413 (c)		\$ -	
22	14. Miscellaneous Costs				\$ -	
25	16. Total Direct Costs (lines 1-15)		200.413		\$ -	
26	17. Indirect Costs* (see below)		200.414		\$ -	
27	Rate:					
28	Base:					
29	18. Total Costs State Grant Funds (16 & 17)				\$	-

Conflict of Interest Disclosure

Conflict of Interest Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose in writing to the awarding State agency any actual or potential conflict of interest that could affect the State award for which the Grantee has applied or has received. See 30 ILCS 708/35; 44 Ill. Admin Code § 7000.40(b)(3); 2 CFR § 200.112. A conflict of interest exists if an organization's officers, directors, agents, employees and/or their spouses or immediate family members use their position(s) for a purpose that is, or gives the appearance of, being motivated by a desire for a personal gain, financial or nonfinancial, whether direct or indirect, for themselves or others, particularly those with whom they have a family business or other close associations. In addition, the following conflict of interest standards apply to governmental and non-governmental entities.

Definitions:

Governmental Entity. If the Grantee is a governmental entity, no officer or employee of the Grantee, member of its governing body or any other public official of the locality in which the award objectives will be carried out shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

Non-governmental Entity. If the Grantee is a non-governmental entity, no officer or employee of the Grantee shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

The Grantee shall also establish safeguards, evidenced by policies, rules and/or bylaws, to prohibit employees or officers of Grantee from engaging in actions, which create or which appear to create a conflict of interest as described herein.

The Grantee has a continuing duty to immediately notify the Department of Commerce and Economic Opportunity (the "Department") in writing of any actual or potential conflict of interest, as well as any actions that create or which appear to create a conflict of interest.

Are there any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied?

No Yes

If there are any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied, please describe them all here:

Mandatory Disclosure

Mandatory Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose, in a timely manner and in writing to the State awarding agency, all violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the award. See 30 ILCS 708/40; 44 Ill. Admin. Code § 7000.40(b)(4); 2 CFR § 200.113. Failure to make the required disclosures may result in remedial action.

Are there any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization? No Yes

If there are any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization, please describe them all here:

Grantee has a continuing duty to disclose to the Department of Commerce and Economic Opportunity (the "Department") all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this grant award.

By signing this document, below, as the duly authorized representative of the Grantee, I hereby certify that:

- All of the statements in this Mandatory Disclosure form are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001).
- There is no action, suit or proceeding at law or in equity pending, nor to the best of Grantee's knowledge, threatened, against or affecting the Grantee, before any court or before any governmental or administrative agency, which will have a material adverse effect on the performance required by the grant award.
- Grantee is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of the Grantee's knowledge, it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority.
- If Grantee becomes the subject of an action, suit or proceeding at law or in equity that would have a material adverse effect on the performance required by an award, or an investigation by any state or federal regulatory, law enforcement or legal authority, Grantee shall promptly notify the Department in writing.

Grantee Organization (Company Name)

Signature of Authorized Representative _____
Date

Printed Name (Authorized Signator Name)

Printed Title (Authorized Signator Title) _____
CSFA Number

Executive Summary + Technical Proposal

Executive Summary (1 page)

Technical Proposal (20 pages)

- Applicant Team Organization Capacity and Qualifications (4 pages)
- Documentation of Need (2 pages)
- Climate Works Pre-apprenticeship Project Plan (12 pages)
- Budget Narrative (2 pages)



Proposed Workplan

Participant Demographics & Outcome Summary

Curriculum Template

ATTACHMENT 1: PROPOSED WORK PLAN

Table A: Total Outcome Metrics for Year 1

Total Number of Individuals Recruited	Total Individuals Enrolled	Total Individuals Completed	
Total Individuals Transitioned – Primary Outcome	Total Individuals Transitioned – Secondary Outcome		

*Participant numbers in Table A should align with those in Attachment 2: Participant Demographic & Outcome Summary

- Recruited Participant:** An individual who is interested in the program and has provided their contact information to be contacted for enrollment.
- Enrolled Participant:** An individual who completes a pre-screen, application, and standardized interview and is offered to attend the program, accepts the offer, and attends training.
- Completed Participant:** An individual who begins instruction and successfully completes all required modules and assessments to obtain industry-recognized certifications and credentials.
- Primary Outcome Transitioned Participant:** A graduate of an Illinois Climate Works Pre-apprenticeship Program who has applied and has been accepted to a U.S. DOL registered apprenticeship program OR who has applied and has been placed on a waiting list for a U.S. DOL registered apprenticeship program.
- Secondary Outcome Transitioned Participant:** A graduate of an Illinois Climate Works Pre-apprenticeship Program who chooses not to apply for a U.S. DOL registered apprenticeship program and instead is actively participating in an alternate outcome (i.e. registered in a college program or other education/training program, accepted a position with employer, etc.)

Table B: Outcome Metrics for Quarter 1, Year 1

Total Number of Individuals Recruited	Total Individuals Enrolled	Total Individuals Completed	
Total Individuals Transitioned – Primary Outcome	Total Individuals Transitioned – Secondary Outcome		

Table C: Outcome Metrics for Quarter 2, Year 1

Total Number of Individuals Recruited	Total Individuals Enrolled	Total Individuals Completed	
Total Individuals Transitioned – Primary Outcome	Total Individuals Transitioned – Secondary Outcome		

Table D: Outcome Metrics for Quarter 3, Year 1

Total Number of Individuals Recruited	Total Individuals Enrolled	Total Individuals Completed	
Total Individuals Transitioned – Primary Outcome	Total Individuals Transitioned – Secondary Outcome		

ATTACHMENT 2 – PARTICIPANT DEMOGRAPHICS & OUTCOME SUMMARY FOR YEAR 1

Ensure recruitment, enrollment, program completion, primary, and secondary transition numbers match Attachment 1: Proposed Work Plan.

	Total Program Goal	Goal Per Location (if applicable)
Participant Recruitment & Enrollment	Total Individuals Recruited	
	Total Individuals Enrolled in the Program	
Demographics of Enrolled Participants	Members of environmental justice communities	Total Program Goal
	Yes <input type="checkbox"/>	
	No <input type="checkbox"/>	
	Members of R3 communities	Total Program Goal
	Yes <input type="checkbox"/>	
	No <input type="checkbox"/>	
	Foster care alumni/current members	Total Program Goal
	Yes <input type="checkbox"/>	
	No <input type="checkbox"/>	
	Returning residents	Total Program Goal
	Yes <input type="checkbox"/>	
	No <input type="checkbox"/>	
Service Delivery for Enrolled Participants	Displaced energy workers	Total Program Goal
	Yes <input type="checkbox"/>	
	No <input type="checkbox"/>	
	Support Service	Total Program Goal
	Wrap-around Services (non-academic support)	
	Student Support Services (academic support)	
	Transition Services	
	Training Service/Instruction	Total Program Goal
	Employability Skills	
	Classroom training	
	Work-based learning (worksite)	
	Other (Describe)	

ATTACHMENT 3 – SAMPLE CURRICULUM AND PROPOSED CURRICULUM

Sample Curriculum:

The sample curriculum is intended to provide an example of how this template should be utilized.

Objectives	
1. Prepare students to successfully enter a clean-energy focused U.S. DOL-registered apprenticeship program of their choice	
2. Provide students with industry-recognized credentials	
3. Introduce students to clean energy jobs and clean energy job training basics	
Instructional Hours (Between 150-300 hours)	185
Delivery Format	Face-to-face, online (synchronous), hands-on laboratory, work-based learning/worksite
Logistics	
Option 1: attend three days a week, 4 hours per day, 12 hours per week for 14 weeks	
Option 2: attend four days a week, 4 hours per day, 16 hours a week for 10.5 weeks	
Prerequisites	
HS/GED, interest in construction trades up to becoming a journeyman, pass a drug test, plus registered apprenticeship program entrance requirements.	
Industry Recognized Certifications/Credentials	
NCCER Core Curriculum Certification	
OSHA 10-Hour Construction Certification	
First Aid/CPR Certification	
Program Modules	
Module Name	Number of Hours
Introduction to Construction and Its Trades	4
Introduction to Clean Energy Jobs with topics such as building energy basics and electrical basics in clean energy systems	16
Basic Safety/OSHA-10 Hour Certification	13
Introduction to Construction Math	32
First Aid/CPR	6
Introduction to Hand Tools and Demo/Practicum	12
Introduction to Power Tools and Demo/Practicum	12
Introduction to Construction Drawings	12
Introduction to Basic Rigging	10
Basic Communication Skills	8
Basic Employability Skills-Part 1	8
Introduction to Materials Handling	8
Basic Employability Skills-Part 2 (Problem-solving, decision making, customer service, working in teams, relating to supervisor, professionalism, personal finances)	24
Test Taking Skills	4
Work-based Learning/Worksite	16
Total Hours	185



Staffing Plan

ATTACHMENT 4: STAFFING PLAN

As part of the Illinois Climate Works Pre-apprenticeship Program, the Department requires that successful applicants provide staff in eight key areas, including program administration, outreach and recruitment, intake, wrap-around services (non-academic needs), student support services (academic needs), instruction, transition, and data entry. These areas can be staffed by full-time or part-time employees of the organization, contractors, sub-contractors, or partner organizations. Below are the definitions of the responsibilities categorized into specific roles.

Resumes, partnership agreements, or MOUs should be attached to this plan for all staff members, partners, contractors, and sub-contractors listed in Table A below.

Role definitions:

Please note that successful applicants are not required to have these specific role titles; however, all responsibilities within each role must be assigned.

Program Administrator - Responsible for program compliance and ensuring that performance metrics are met and required reporting is done; oversees program operations, onboards staff, and monitors the performance of other program roles.

Outreach and Recruitment Coordinator - Secures a constant flow of leads for the program, conducts pre-screen assessments, ensures program applications are completed, and conducts, along with other team members, standardized interviews. They will work in coordination with DCEO-funded Energy Transition Navigators, once they become available, to recruit eligible leads identified by the Energy Transition Navigators.

Wrap-around Service Coordinator - Responsible for non-academic support beginning with the Wrap-Around Service Assessment during Intake. This role will complete the assessment, set up necessary services, and work with the Academic Support Specialist, as needed, to offer additional support if participants begin to struggle academically. They will administer the Energy Transition Barrier Reduction Program to provide support services to help eligible individuals overcome financial and other barriers to participation. They will also source from outside providers and partners for other needed support services and refer participants to those services if needed.

Instructor - Each organization is required to have qualified and dedicated instructors for its program. This does not mean the instructors have to be employees, only that programs have a contract with an individual or partner organization that will be carrying out the training portion of their pre-apprenticeship program. Instructors should provide classroom, hands-on, and worksite training, and tutoring.

Student Support Services Coordinator - Responsible for the academic needs of students, specifically the implementation of student support services, participant progress reports, action plans, monitoring attendance and academic performance, hosting make-up sessions or post-assessment retakes, and coordinating tutoring services for participants.

Apprenticeship and Contractor Coordinator - Responsible for developing relationships and coordinating with registered apprenticeship programs, contractor associations, unions, and contractors to facilitate apprenticeship matriculation upon graduation and job placement.

Transition Services Coordinator - Responsible for ensuring the career assessments are completed, and individualized career plans are created in coordination with other program staff, including the creation of resumes, and the delivery of career services such as mock interviews, and assistance with

Resumes of key staff

Memorandums of understanding (MOUs) from team partners, contractors or vendors

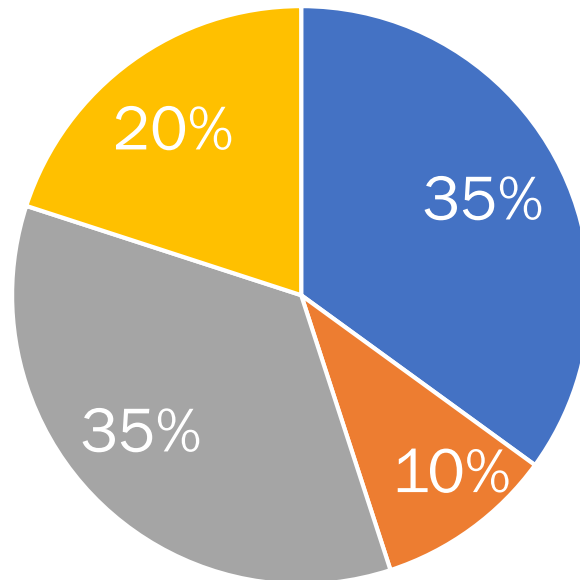
MOUs from registered apprenticeship programs, signatory contractors



How will proposals be scored? Merit-based review process

Applicant Review Criteria

- Applicant Team Qualifications & Capacity
- Documentation of Need
- Project Quality & Integration
- Cost Effectiveness



Applicant Team Qualifications and Capacity (35%)	
Capacity and expertise for successful and timely completion of pre-apprenticeship training and administration tasks.	6%
Expertise and capacity to deliver a wide variety of wrap-around services in a timely and efficient manner.	6%
Related experience and administrative performance on similar grants and projects (workforce training and support service administration).	5%
Related experience working with and capacity to recruit from the identified target populations.	6%
Related experience and qualifications of the applicant team's staff to be assigned to deliver training and support services.	6%
Related experience and qualifications of the applicant team's staff to work with and connect participants to registered apprenticeship programs and contractors.	6%
Documentation of Need (10%)	
The project's focus on specific equity investment eligible communities or populations; identification of barriers that these target communities or populations may face; and workforce needs in target communities.	4%
The project's target construction and building trades and need for expansion of clean energy jobs and apprenticeship programs in these trades, as demonstrated through local and regional labor market information.	3%
Expected impact of project on the identified target communities, populations, and job growth in target trades.	3%
Project Quality and Integration (35%)	
Quality of training program design, curriculum and methods of delivery, including clean energy topics. Scoring preference for this category will be given to programs that have an agreement with North American Building Trades Unions (NABTU) to utilize the Multi-Craft Core Curriculum or successor curriculums.	6%
Quality of plan to recruit participants and assist with enrollment.	4%
Quality and feasibility of program goals and outcomes (including number of students served, industry recognized skills, certifications, apprenticeship placements, and employment)	5%
Quality of plan for delivering Energy Transition Barrier Reduction Program Services (wrap-around services) to facilitate access to and completion of training program, including a list of services to be provided.	5%
Quality of plan to help participants transition to U.S. DOL-registered apprenticeship programs and strength of the partnership agreements/MOUs with apprenticeship programs or contractors.	6%
Quality of plan to address equity in program design, recruitment, wrap-around supports and apprenticeship transition services.	5%
Quality of plan to track program outcomes, assess the program and use this information to improve program delivery.	4%
Cost Effectiveness/Return on Investments (20%)	
Reasonableness of project costs in relation to planned outcomes (cost per participant)	5%
Reasonableness of costs in relation to proposed activities to ensure quality service and instruction.	5%
Reasonableness of proposed costs per eligible participant for Energy Transition Barrier Reduction wrap-around services in relation to proposed services.	5%
Ability to leverage existing programs, services and partnerships to improve cost effectiveness, return on investment, and long-term sustainability of program.	5%

Applicant Team Capacity and Qualifications (35%): What we're looking for

Technical Proposal (Applicant Team)

- High level information about project team
- Key staff (roles in project and bios)
- Experience and knowledge of applicant team related to:
 - Grant performance
 - Working with and recruiting from target populations
 - Deliver training and support services
 - Connect participants to apprenticeship programs and contractors

Staffing Plan

- Key staff and roles
- Resumes of key staff
- Memorandums of understanding from team partners



Make sure your
technical proposal and
staffing plan align



Documentation of Need (10%): What we're looking for

Technical Proposal (Documentation of Need)

- What region(s) you'll operate in and specific locations
- Equity eligible populations and communities in region and their needs and barriers
- Clean energy employment needs and apprenticeship availability
- Expected impact of project on target populations/communities



Project Quality and Integration (35%): What we're looking for



Make sure your project plan aligns with the attachments

Technical Proposal (Project Plan)

- Program design and delivery
- Goals and outcomes
- Curriculum description
- Work-based learning
- Certifications and credentials
- Student support services
- Wrap around supports ad stipends
- Outreach and recruitment
- Transition into apprenticeship
- Coordination efforts
- Equity-focused program design & culture
- Data tracking, reporting and assessment

Attachments

- Proposed Work Plan
- Participant Outcomes Summary
- Proposed Curriculum
- Memorandums of Understanding from Registered Apprenticeship Programs



Cost Effectiveness (20%): What we're looking for

Technical Proposal (Budget Narrative)

- Justification of main budget expense items
- Analysis of cost efficiency in relationship to planned outcomes (cost per eligible participant)
- Analysis of cost efficiency in relationship to proposed activities
- Budget narrative for Energy Transition Barrier Reduction funds and services
- Ability to leverage existing programs, services and partnerships to improve cost effectiveness

Budget Template

- Personnel costs
- Travel, equipment, supplies
- Contractual services
- Training and education costs
- Occupancy
- Admin costs



Make sure your
budget narrative
and budget
template align



Merit based review process

DCEO will designate an Evaluation Committee to score applications on the criteria listed above.

Final applicant score: Average of all committee members' scores.

Process is subject to appeal.

Notices of State Award: 11-15 weeks after application period has closed.



Mark your calendar! Take advantage of technical assistance sessions

May 3

Write an Effective Proposal Workshop

May 9

Technical Assistance Workshop for first time applicants

June 2

Proposals due

May 5

GATA training and question submission deadline

May 12

Notice of Intent to Apply due



Are you a new or first-time applicant? Take advantage of technical assistance

Technical Assistance Workshop for New Applicants

- May 9, 3 pm

Virtual office hours (link will be provided on NOFO website)

- Tuesday, May 16 from 3-5
- Tuesday, May 23 from 9-11

Document review (info will be provided on NOFO website)

- Submit proposal documents for feedback by May 23





CLEAN JOBS ILLINOIS

Climate Works Pre-apprenticeship Program

Summary:

1. Program will equitably grow the construction and building trades and clean energy jobs therein.
2. Goal of the program: Prepare people to succeed in apprenticeship programs.
3. The Program is part of an interconnected ecosystem of clean energy workforce programs established by CEJA.
4. Program will support state workforce development goals and initiatives.
5. Program, eligibility requirements and submission information can be found on the NOFO website:

<https://www.illinoisworknet.com/cejaclimateworkspreapp>



CLEAN JOBS ILLINOIS

Climate Works Pre-apprenticeship Program

Submit questions here:

[WIOA Climate Works Pre-Apprenticeship \(CEJA\)](#)
[NOFO 2023 FAQs \(illinoisworknet.com\)](#)



Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor