

Appendix F - Evaluation of Applications

CRITERIA	<u>MAXIMUM POINTS</u> CATEGORY ONLY	<u>MAXIMUM POINTS</u> CATEGORY+ BARRIER REDUCTION	<u>MAXIMUM POINTS</u> BARRIER REDUCTION ONLY
SECTION 1: CAPACITY	45	45	-
SECTION 2: NEED	40	40	-
SECTION 3: PROGRAM PLAN	120	120	-
SECTION 4: BARRIER REDUCTION	-	35	35
• BARRIER REDUCTION FUNDING ONLY	-	20	20
SECTION 5: BUDGET NARRATIVE/COST EFFECTIVENESS	30	30	30
TOTAL	235	290	85

APPLICATION EVALUATION RUBRIC AND POINT VALUES

NOT PROVIDED	VERY LIMITED	SOMEWHAT LIMITED	MODERATE	STRONG	VERY STRONG
0	1	2	3	4	5
APPLICATION REQUIREMENTS ARE ABSENT	APPLICATION PROVIDES VERY FEW DETAILS TO MEET THE PROJECT OUTCOMES	APPLICATION IS UNCLEAR AND LACKS ENOUGH EVIDENCE TO MEET PROJECT OUTCOMES	APPLICATION PROVIDES MODERATE DETAIL AND CONVEYS POTENTIAL TO MEET PROJECT OUTCOMES	APPLICATION PROVIDES GOOD DETAIL AND SOLID EVIDENCE TO MEET PROJECT OUTCOMES	APPLICATION EXCEEDS EXPECTATIONS AND PROVIDES SUBSTANTIAL EVIDENCE TO MEET PROJECT OUTCOMES

SECTION 1: CAPACITY	POSSIBLE POINTS
The applicant must be an Eligible Entity as defined in this NOFO. An objective of this JTED Funding Opportunity is to address the economic impacts experienced by businesses and individuals most impacted by the COVID-19 pandemic. Therefore, the applicant must provide evidence of their capacity to partner with employers in the targeted industries and serve the targeted populations (under-employed, unemployed, under-represented, and youth). Additionally, this includes identifying the expertise of staff and subcontracted personnel to demonstrate their ability to implement the program. Examples of current or completed projects similar in scope for these individuals should be provided. Finally, the applicant must demonstrate the ability to run successful training programs that include relationships with key stakeholders. Examples of stakeholders are eligible training providers, social service agencies, and community-based organizations that will influence the training and wraparound services for a holistic service approach.	45
Indicated what qualifies the applicant as being an eligible entity	5
Describe the applicant's capacity to provide services outlined in the NOFO and ability to successfully complete the program during the grant period	5
Describe the applicant's experience in working with businesses in the target industries	5
Describe the applicant's related experience in working with the target population	5
Describe the entity's capacity to provide holistic services to customers through relationships established with key stakeholders who influence the provision of training and wrap around services.	5
Describe the applicant's related experience in working with eligible training providers and/or other key stakeholders.	5
Describe any projects recently completed or under way that required skills and experience like those required for this proposed project. Include a summary of the project and the projected outcomes and the funding source. Include summary of 2-3 success stories	5
Describe the qualifications of the applicant's staff to be assigned to the project	5
Applicants must provide resumes for project staff demonstrating the applicant's previous performance in administering similar grants and projects (upload resumes)	5

<p>SECTION 2: NEED</p> <p>The American Rescue Plan Act recognizes the disproportional impact of the pandemic-related recession on economically disadvantaged communities as defined by HUD's Qualified Census Tracts. Applications must identify the area and populations served. This should include the qualified census tract(s) and/or disproportionately impacted area(s) where the project will operate or serve individuals. Training programs developed must be informed by local labor market information (LMI). Include the analysis of data that determined the needs of employers and individuals served under this program. Include the specific needs of the industry(s) and related occupations and the impact the training will have on meeting those needs. Include information on how the data is utilized to develop sector-based career pathways and how other resources support this approach. Based on the results of this analysis, identify the specific needs of businesses and needs of individuals, including barriers to employment.</p>	<p>POSSIBLE POINTS 40</p>
<p>Identify the qualified census tract(s) and/or disproportionately impacted area(s) where this project will operate and serve residing individuals</p>	<p>10</p>
<p>Discuss how this project used current local and regional labor market information to identify the needs of employers and how this information aligns with the current workforce needs of businesses in the project area.</p>	<p>10</p>
<p>Identify the target industry(s) and occupations to be served under this project based on the analysis and employer needs. Includes the career pathway approach that will be used to place individuals in these target industries and occupations</p>	<p>10</p>
<p>Describe the targeted population(s) to be served and how this project used census and other demographic data to identify the population to be served including barriers to employment.</p>	<p>10</p>
<p>SECTION 3: PROGRAM PLAN</p> <p>Applicants can include one or more categories in the program design. The program plan section of the application template includes overall operational components. Additionally, the applicant must compile the training program summary(s) which provides details related to the categorical training to be offered. In the application template, applicants will provide a high-level summary of the program. The summary needs to be comprehensive but concise and should be written so the public can understand the program's intent. Applicants must include the role of local business, the local workforce system, and other key stakeholder in developing and delivering services including job placement, retention, and follow-up services. Additionally, the application must include a list of the training providers, the credentialing body, and information on the training materials used and how it relates to the targeted industry sector and employers. The Department may request training materials during the evaluation process. In this section, applicants indicate what targeted populations will be served and describe the customer flow from outreach to employment or post-secondary education. If customer flow varies between targeted populations, show each process.</p>	<p>POSSIBLE POINTS 120</p>
<p>Provide an executive summary of the program. This needs to be a high level (elevator speech) that can be shared with the public and anyone can understand the intent of the program from outreach to retention</p>	<p>10</p>
<p>Describe strategies used to recruit businesses/industry organizations and the role of the employers in informing the selection of the training to meet the occupations in demand. Includes a discussion on job placement, retention, and follow-up services</p>	<p>5</p>
<p>Identify the approach the applicant will use to conduct outreach and subsequent enrollment of individuals from the target population proposed to be served.</p>	<p>5</p>
<p>Discuss the career planning approach in the delivery of services to the targeted population. Includes a customer flow that addresses assessment, employment plan, work-based learning, supportive services, referrals, and follow-up</p>	<p>5</p>
<p>Lists the Training Provider(s) that will provide instruction for the program and provide information on the credentialing body along with the type of credential(s) earned.</p>	<p>10</p>
<p>Identify the types of work-based learning opportunities that will be provided as part of the identified career pathway approaches. Include a discussion on the business role in selecting the work-based learning opportunity.</p>	<p>5</p>
<p>A Project Implementation Plan (included in that section of the application) is completed and provides the major project activities, indicate the timelines for completion of the activities, indicate the organizational affiliation of each staff person listed, and describe the deliverable associated with the project activity</p>	<p>20</p>
<p>Training Program Specific Information (included in that section of the application) is provided for each training program to be considered under this funding opportunity and includes the below:</p>	<p>60 total points</p>
<ul style="list-style-type: none"> • training materials, the method of training, the type of training (classroom, OJT, vocational, apprenticeship, etc.), the location of the training, the duration of the training; 	<p>10</p>

<ul style="list-style-type: none"> • credentials/certificates earned 	10
<ul style="list-style-type: none"> • expected outcomes 	10
<ul style="list-style-type: none"> • follow-up services 	10
<ul style="list-style-type: none"> • occupations aligned with a career pathway 	10
<ul style="list-style-type: none"> • partners that are key stakeholders in the program 	10
Provide an Equity and Employment Plan. The plan must demonstrate an understanding of how race, ethnicity, and gender may impact individual access to employment and training services and provide resolutions to equal access and service delivery	10
<p>SECTION 4: BARRIER REDUCTION</p> <p>Barrier Reduction Funding is flexible funding that can be a line item in a grant that includes one or more of the other categories listed above, or can be a stand-alone grant if the applicant demonstrates that other funding sources (grant or contract) will support training, work-based learning, and career services. Barrier reduction funding is to increase family stability and job retention by covering accumulated emergency costs for basic needs, such as: housing-related expenses (rent, utilities, etc.), transportation, child care, digital technology needs, education needs, mental health services, substance abuse services, income support, and work-related supplies that are not typically covered by programmatic supportive services.</p>	<p>POSSIBLE POINTS</p> <p>35</p>
Provide a Barrier Reduction Policy. The policies established must minimally include: resource and service coordination with appropriate provider organizations; types of services that will be provided through barrier reduction supported by this NOFO; process for accessing a participants need for barrier reduction funding; anticipated funding range for the services; applicant's process for locally evaluating the impact of the service.	15
Demonstrate there is a need to use Barrier Reduction Funding to assist program participants in a manner related to either a Job Training and Economic Development Grant or a complementary workforce or job training grant program or contract	5
Distinguish between when support services will be used compared to Barrier Reduction Funding and why Barrier Reduction Funding is the better option	5
Describe the anticipated outcomes by using the Barrier Reduction Funding to assist program participants and include an emergency cash assistance plan if applicable	5
If the applicant plans to offer emergency cash assistance, include a narrative of the criteria to determine the need and how much assistance will be provided; this also needs to be addressed in policy	5
Barrier Reduction Funds ONLY Questions	20
For stand-alone barrier reduction funding, demonstrate that other funding sources will support training, work-based learning, and career services and that program participants reside in or receive job training services in a qualified census tract or in a disproportionately impacted area; or are individuals who have experienced negative economic or public health impacts resulting from the COVID-19 pandemic as defined in this NOFO and the JTED rules (56 Ill. Admin. Code 2660.20)	10
Describes the population of individuals to be served and includes the service area (must be a QCT or DIA), type of assistance provided to participants, estimated total amount per participant.	5
Indicate why Barrier Reduction funds are needed and how they fill a GAP in service delivery	5
<p>SECTION 5: BUDGET NARRATIVE/COST EFFECTIVENESS</p> <p>Applicants must provide a high-level budget narrative, including an analysis of the cost efficiency in relationship to planned outcomes; Provide a detailed narrative of each line item costs. This will correlate with the narrative in the budget template; Describe any leveraged and matching funds from partners and participating businesses. (programs that include matching funds will receive additional consideration.) Describe how this project will be sustained beyond the grant funding period. Discuss how this project will benefit the target industries and target population and community.</p>	<p>POSSIBLE POINTS</p> <p>30</p>
A high-level budget narrative, including an analysis of the cost efficiency and reasonable cost per participant for direct services in relationship to planned outcomes is provided.	10
Includes a detailed narrative of each line items costs. <i>(This should correlate with the narrative in the budget template)</i>	5
Describes any leveraged and matching funds from partners and participating businesses. <i>(Funding amounts should be included in the training program summary)</i>	10
Describe how this project will be sustained beyond the grant funding period	5