



CEJA ILLINOIS

Clean Jobs Workforce
Network Program



CEJA ILLINOIS

Energy Transition
Navigator Program

Bidders Conference

July 14, 2023



Illinois
Department of Commerce
& Economic Opportunity

JB Pritzker, Governor

What is the Climate and Equitable Jobs Act?



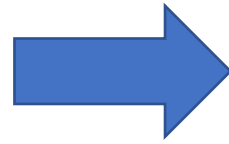
Comprehensive energy legislation to equitably accelerate the adoption of renewable energy generation, electrification, electric vehicles and energy efficiency.



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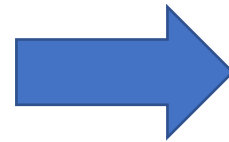
Workforce programs are an essential aspect of the Climate and Equitable Jobs Act

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



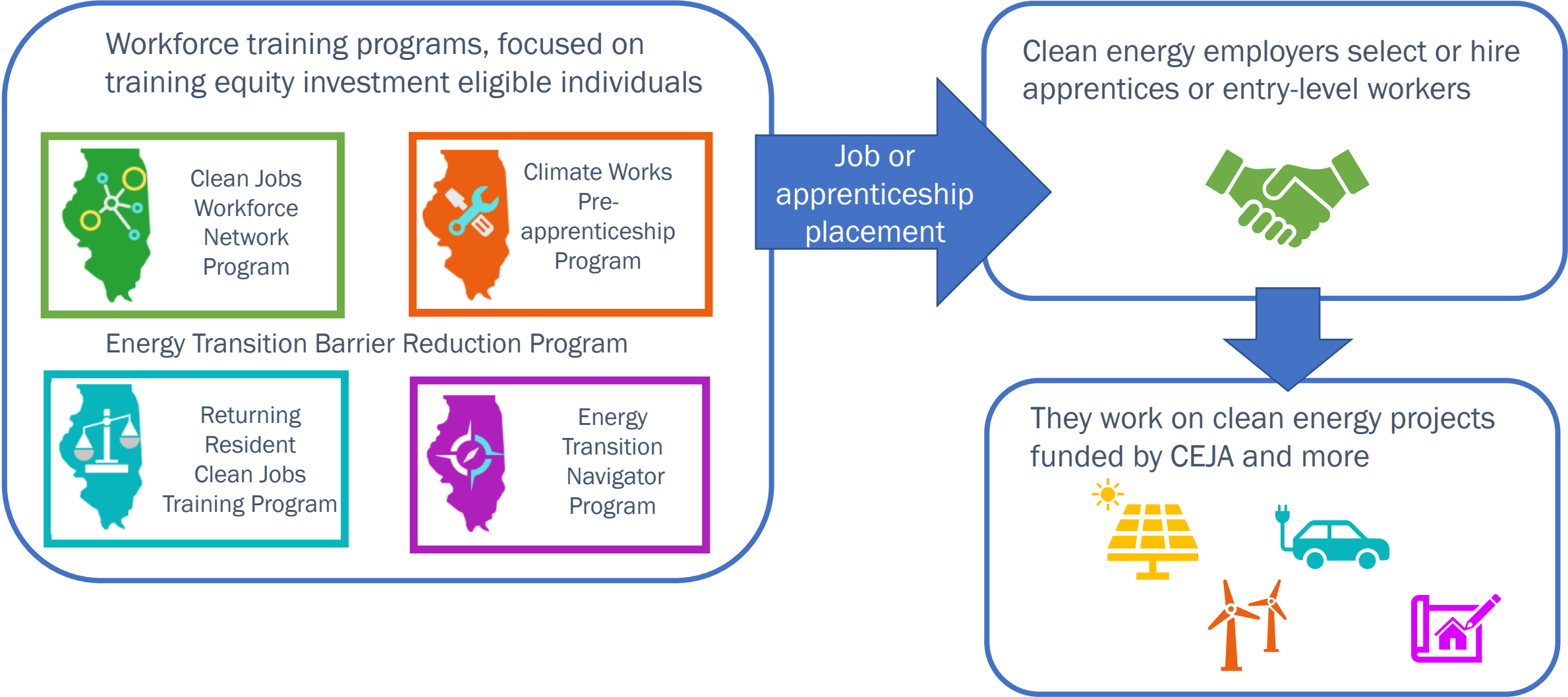
We need to expand the clean energy workforce to do the work.

Some groups of people and communities benefit more from clean energy investments. Some suffer more from environmental impacts and community disinvestment.

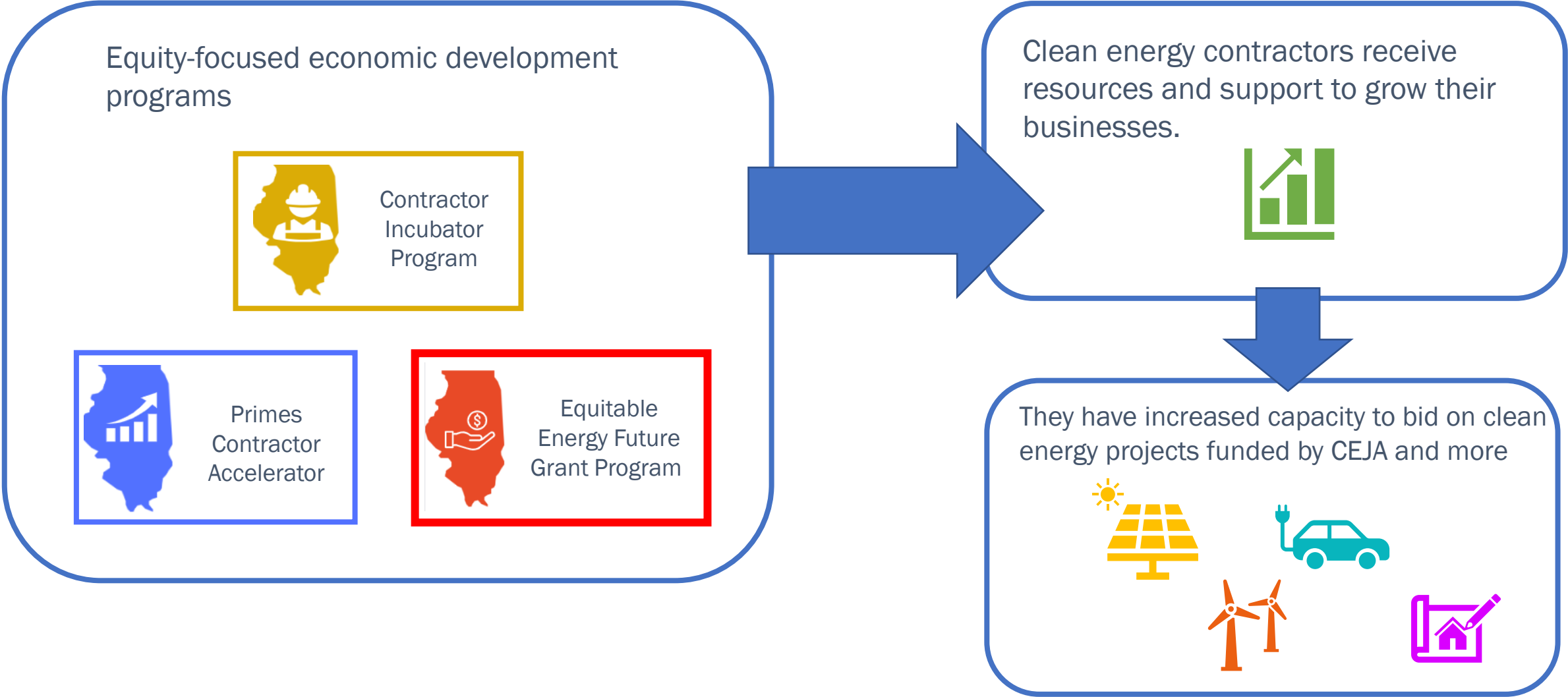


The benefits of clean energy investments and good-paying clean energy jobs should be distributed equitably.

CEJA Workforce Ecosystem



CEJA Workforce Ecosystem



CEJA Workforce Programs



Clean Jobs Workforce Network Program

- **Goal:** Prepare people for **entry-level clean energy jobs.**
- Clean job training will be available at 13 locations across the state, facilitated by various hubs.
- Hubs will use a standardized framework for the clean energy curriculum.
- Funding for the Barrier Reduction Program will be included.



Energy Transition Navigators Program

- Recruit participants for CEJA workforce programs.
- Conduct outreach & education to build awareness of CEJA programs.
- Build connections with communities, employers, and stakeholders.

CEJA Workforce Programs



Climate Works Pre-apprenticeship Program

- **Goal:** Prepare people for **registered apprenticeships**.
- Three regional centers deliver pre-apprenticeship training.
- Centers will provide basic construction training with a clean energy focus.
- Funding for the Barrier Reduction Program will be included.



Returning Resident Clean Jobs Training Program

- **Goal:** Prepare people for **entry-level clean energy jobs**.
- Training will be provided for individuals who are in the custody of the Illinois Department of Corrections.
- Grantees will use a standardized framework for the clean energy curriculum.

Contractor Programs



Clean Energy Contractor Incubator Program

- **Goal:** Increase businesses' capacity to do clean energy projects.
- 13 regional Contractor Incubators provide funds and services to help contractors grow their businesses.



Clean Energy Primes Contractor Accelerator

- **Goal:** Help businesses build capacity to become prime contractors and bid on clean energy projects.
- Contractor Accelerators will provide intensive coaching, support, and funding to businesses.
- Administered in 3 areas: Northern, Central, and Southern.

CEJA Ecosystem: Close Coordination Required!

Workforce training and economic development programs



Clean Jobs
Workforce
Network
Program



Climate Works
Pre-
apprenticeship
Program



Contractor
Incubator
Program



Equitable
Energy Future
Grant
Program

Energy Transition Barrier Reduction Program



Energy
Transition
Navigator
Program



Returning
Resident
Clean Jobs
Training Program



Primes
Contractor
Accelerator

NOFO Release Timeline (Estimate)

May

June

July

August

September
& beyond



Climate Works
Pre-
apprenticeship
Program



Energy
Transition
Navigator
Program



Clean Jobs
Workforce
Network
Program



Equitable
Energy Future
Grant
Program



Contractor
Incubator
Program

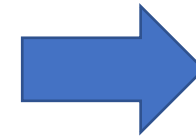


Returning
Resident
Clean Jobs
Training Program

Which CEJA Workforce Program should I apply for?

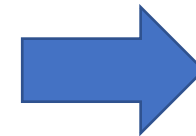
My organization/team has:

- Experience providing employment, skill development and related services.
- Strong connections to target communities and populations in the region.
- Strong connections to clean energy employers.
- Experience providing wrap-around supports
- Strong ties to other organizations for referrals
- The Lead organization is a community-based organization



My organization/team has:

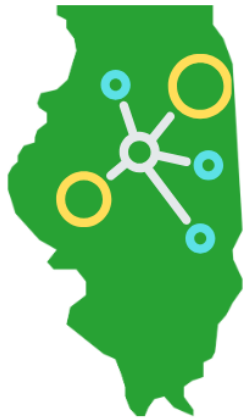
- Experience providing outreach and engagement
- Strong connections to target communities and populations
- Relationships with workforce agencies and community organizations in the region
- Ability to provide career navigation support
- The Lead organization is a community-based provider.



Questions about Applying for CEJA Programs

- Can my organization apply to deliver more than one CEJA program or DCEO workforce program?
 - Yes, but please consider the capacity to deliver multiple programs if you are selected.
- Can we partner with other organizations to apply for these funding opportunities?
 - Yes! Teams are encouraged.
 - One organization can deliver all elements or partner/subcontract with other organizations to deliver program elements.
 - See the Potential Partners list.
- My organization doesn't have as much experience. Can we still apply?
 - Absolutely! However, we strongly encourage less experienced organizations to collaborate with more experienced partners.
- Can we apply to serve more than one regional workforce hub?
 - Yes, but please consider the capacity and local connections.





CEJA ILLINOIS

Clean Jobs Workforce
Network Program

1. Program requirements
2. Funding information
3. Eligibility information
4. Application and submission information



Illinois
Department of Commerce
& Economic Opportunity
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Clean Jobs Workforce Network Program Goals



Overall: Equitably grow the clean energy workforce to meet the demand for clean energy technologies and services.



Provide training to prepare people for well-paying jobs in the clean energy industry.



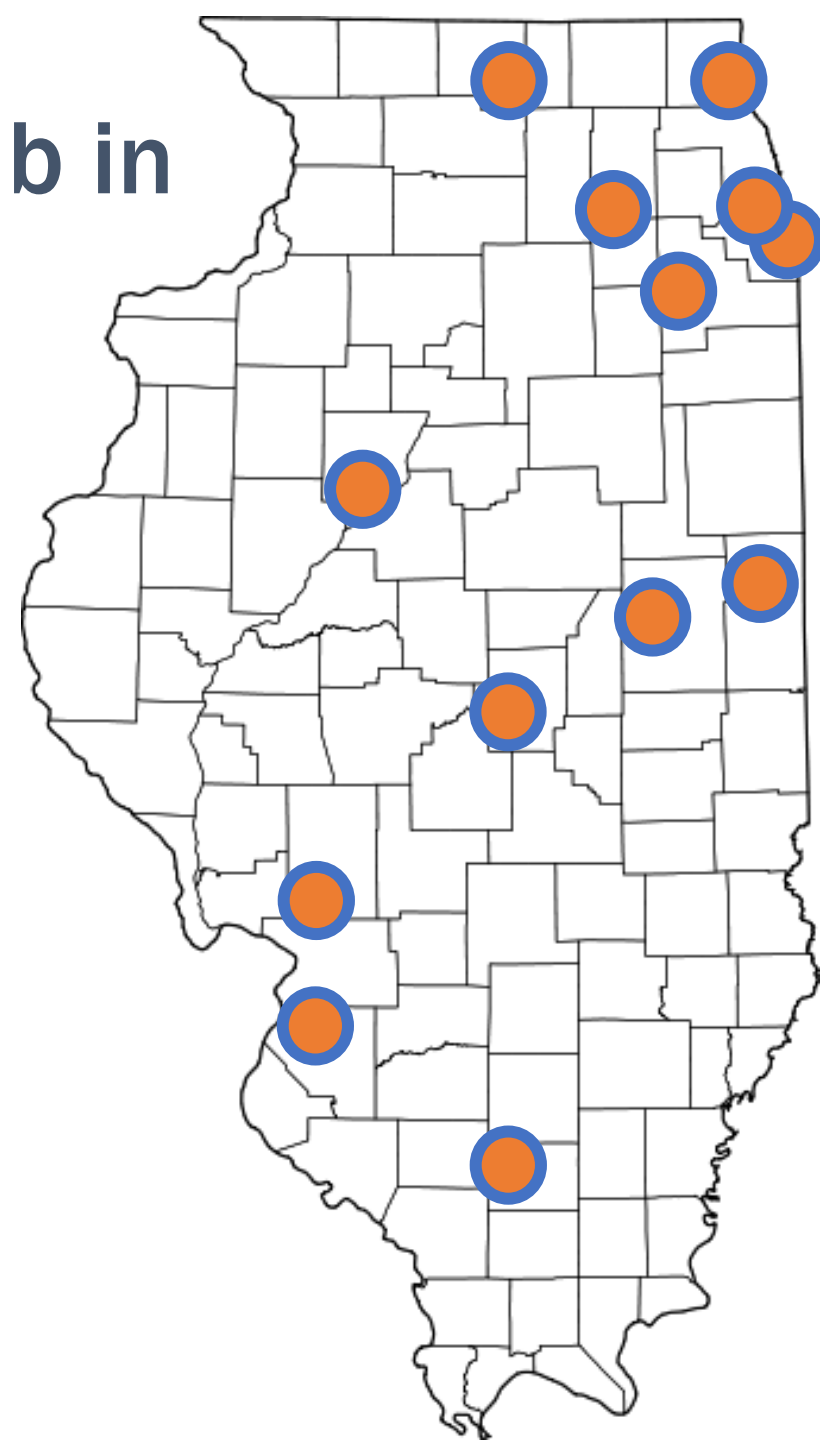
Increase employment opportunities in the clean energy industry for equity eligible individuals and communities.



Help clean energy employers grow their businesses and meet equity requirements.

Will fund at least one Workforce Hub in or near the locations listed below.

- Chicago West Side
- Chicago Southwest Side
- Joliet
- Waukegan
- Aurora
- Rockford
- Champaign
- Peoria
- Danville
- Decatur
- Carbondale
- East St. Louis
- Alton



Who can participate in the training program?



Clean Jobs Workforce Hubs placement prioritization.

People with barriers to employment include:

- Prior involvement with criminal legal system
- Foster care alumni
- People with language barriers
- People with low educational attainment



Workforce Hubs: 7 main tasks

1. Recruit participants (on own or with Energy Transition Navigators)

2. Help people enroll in the Workforce Hubs and complete pre-assessments.

3. Provide clean jobs training to participants.

4. Provide barrier reduction services and funds

5. Provide student support services

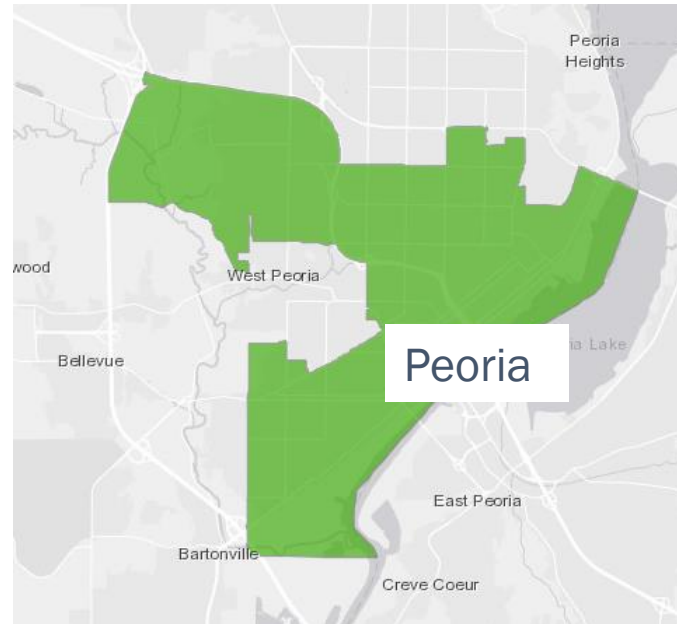
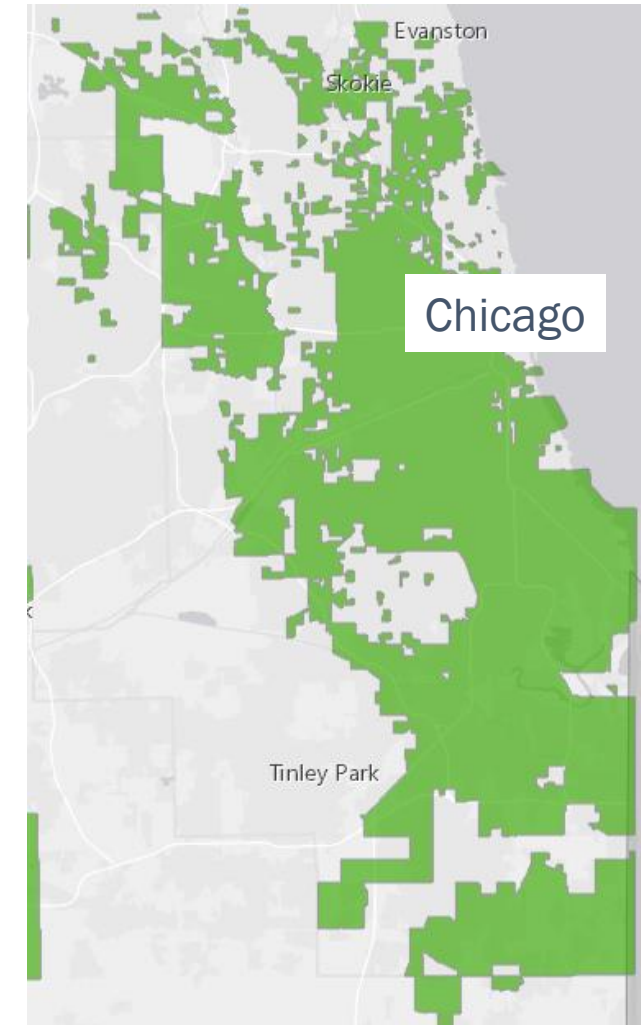
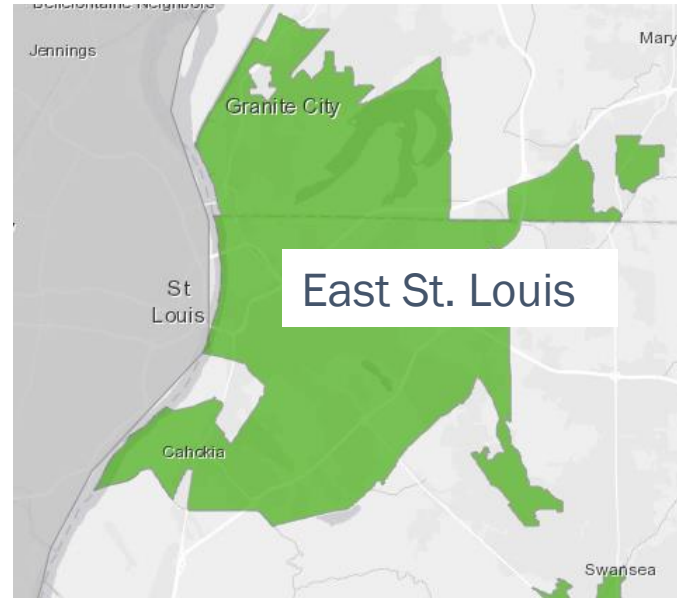
6. Provide transition and follow-up services to help participants get clean energy jobs

7. Coordinate and partner with employers to facilitate training and job placement



Inclusive recruitment

- People living in equity investment eligible communities (environmental justice or R3 communities)
- Displaced energy workers and their dependents
- Low-income persons
- Women
- LGBTQ+
- People with disabilities
- Formerly convicted persons or current/former members of foster care



Workforce Hubs will work with Energy Transition Navigators to recruit participants

Engage in recruitment activities that are proactive, inclusive, and equitable. Go where the people are.

Work with educational institutions, organizations working with eligible populations, local employers, and labor unions to identify potential participants.

Provide information about CEJA programs to organizations working with eligible populations, local workforce innovation boards and other relevant stakeholders.

Workforce hubs will work with Energy Transition Navigators to help participants enroll.

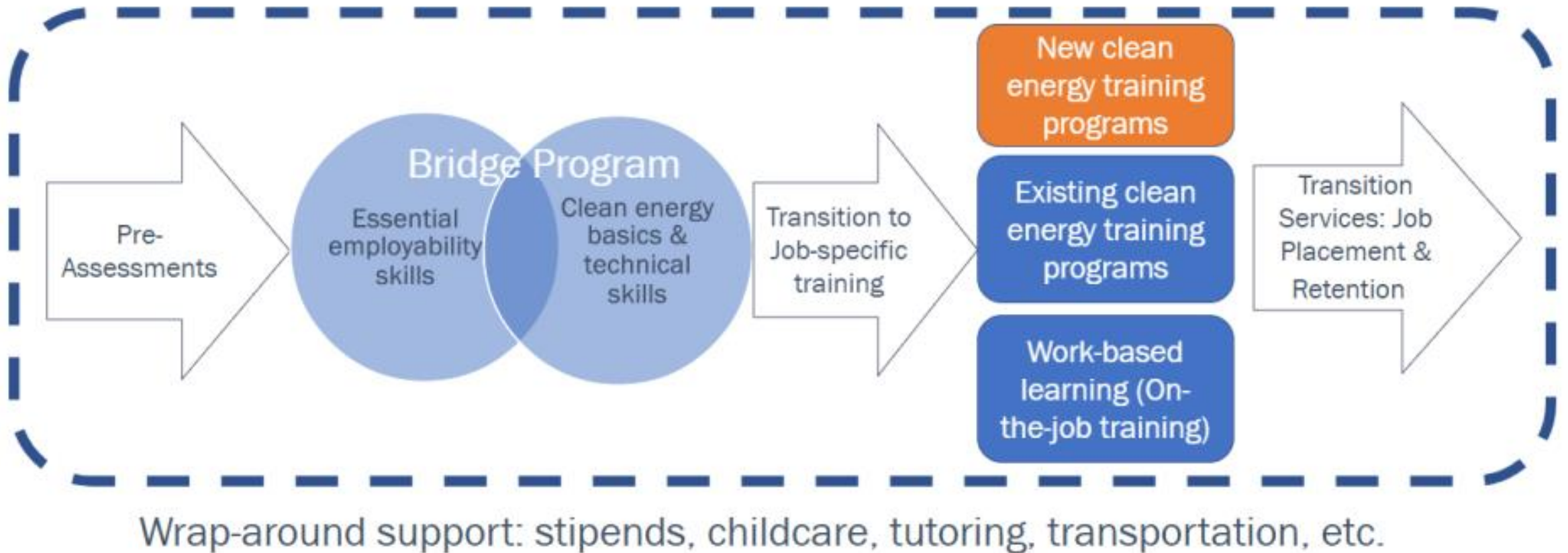
Help participants make an informed decision about participation

Utilize provided materials and methods to help participants apply and enroll in the program.

Assess participants' need for wrap around supports and student supports

Refer people to other workforce and business development programs as needed.

Workforce Hubs will provide training, utilizing the Clean Jobs Curriculum Framework



Bridge program (120 + hours)

Essential employability skills

- Goal setting
- Dependability
- Time management
- Adaptability
- Financial literacy
- Getting a job
- Verbal, written, and digital communication
- Teamwork
- Critical thinking and problem solving
- Customer service
- Career development

Clean energy basics

- Introduction to clean energy careers
- Energy and sustainability fundamentals
- Safety basics
- Building science principles
- Construction basics
- Electrical basics

Job-specific training options (select at least 2)

Solar PV Training

Energy Auditor
Training

Weatherization
Training

HVAC Training

Construction and
Building
Inspection
Training

Hybrid/Electric
Vehicle
Technician
Training

Wind Turbine
Construction &
Maintenance
Training

Other: You propose

Demonstrate need for job-specific training options

- Regional demand (use available job data)
 - How many current job openings are there?
 - What is the future projected job growth?
 - See the [Illinois Clean Energy Jobs and Training Program Inventory Report](#)
- Employer relationships
 - Are regional employers willing to hire program participants?
- Training availability
 - Where are there gaps in training availability or access?
 - See the [Illinois Clean Energy Jobs and Training Program Inventory Report](#)

Hubs must provide work-based learning, in partnership with employers

- “Sustained interactions with industry or community professionals in real workplace settings or simulated environments.”
- At least 10% of curriculum hours.

Career awareness

- Job shadowing
- Guest speakers
- Field trips

Workplace experiences

- Supervised work at job site
- Supervised work at simulated job site
- On-the-job training

Program delivery: Flexible, accessible, & interactive to improve student outcomes

On-demand, full-time or part-time

Open entry & exit models

Modular programming to avoid redundancy

Virtual or face-to-face

Alternative testing approaches

Tutoring

Interactive learning tools

Workforce Hubs will Provide Wrap-around Supports

Transportation costs

- Car repairs
- Gas cards
- Bus passes

Driving costs

- Driver's education
- Driver's license fees

Personal health services

- Dental
- Vision
- Mental and physical health care

Childcare or family care

Emergency bill payments

- Rental assistance
- Emergency housing

Referrals

- Food
- Housing
- Substance use treatment

Legal services

- Record expungement

Workforce Hubs will provide student support services

Tutoring

Make-up classes

Retesting

Educational
enrichment

Mentoring

Technology
assistance for
virtual learning

Expenses related
to certifications,
testing, or
applications

Transition Services & Follow-up

Workforce Hubs will help students transition to clean energy jobs or advanced training opportunities after program completion.

Mock
interviews

Application
preparation

Resume
writing

Referral to
career
counselor

Job search
assistance

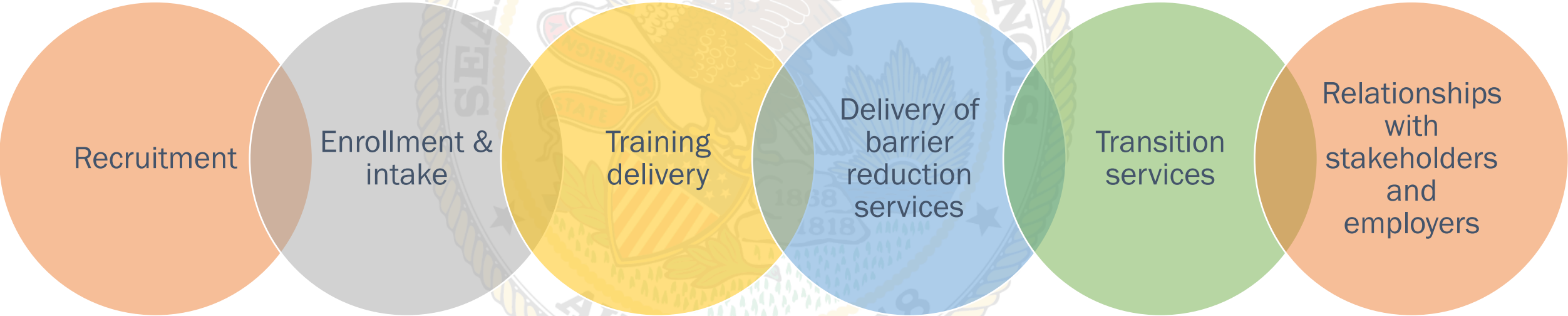
Follow-up
services

Check-ins

Mentorship



Must incorporate core equity values (Diversity, inclusion, equity, accessibility) in all program elements.



Equity focused program culture: More than numeric participant targets



Data tracking & program outcomes assessment through quarterly reports and evaluation

Number of participants enrolled

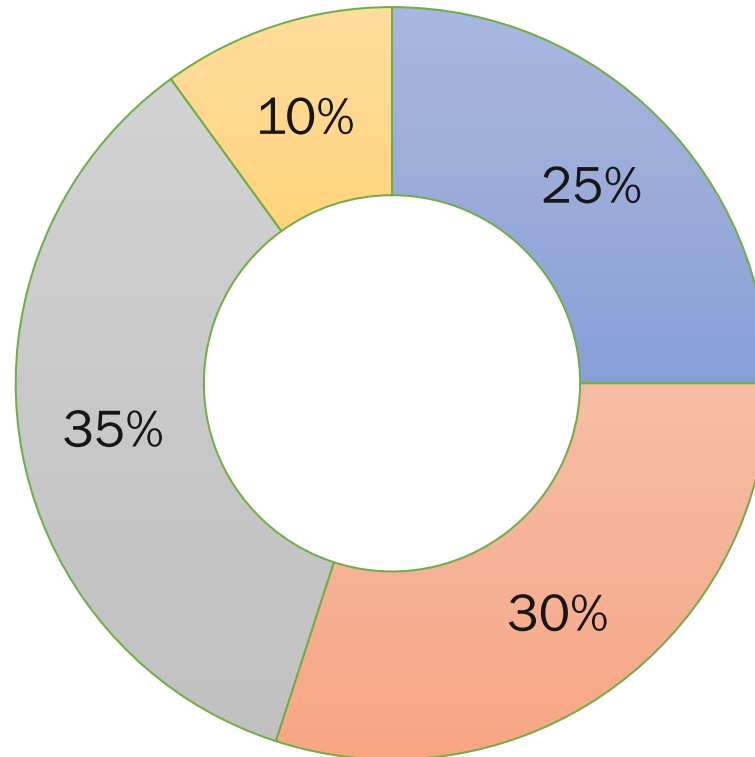
Number of participants who complete each aspect of the training program

Number of transitions (jobs, advanced trainings)

Performance based payment model: Based on participant outcomes

■ Enrollments ■ Completions ■ Transitions ■ Close out reports

Real-time reporting,
monthly disbursement



Performance based
payment will NOT be used
for the Barrier Reduction
Services delivery.

Funding available

\$22.9 million/yr. for Clean Jobs Workforce Network Program
+ \$15 million/yr. for the Energy Transition Barrier Reduction Services
= \$37.9 million for the first 12 months of the program

Award range for combined programs:

\$1,000,000 to \$5,000,000

The number of awards:

At least one award in each of the 13 Hub locations.



Who can apply? Community-based organizations (including community colleges, nonprofits, and local governments)

Provide employment, skill development or related services

Have at least one main operating office in the community/region it serves

Demonstrate relationships with residents and other organizations serving the community.

Community-based organizations or other nonprofits are eligible to deliver Barrier Reduction Program Services

Ability to serve diverse, underrepresented populations in region

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

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

Strong connections to equity eligible communities and organizations that serve them.

Collectively, the applicant team should demonstrate

Ability to serve all individuals, including diverse and equity focused populations.

Agreements with employers, others for work-based learning, job placement, on-the-job training

Ability to provide training using the Clean Energy Jobs Curriculum Framework

Ability to recruit, prescreen and provide training to prepare workers for employment

Capacity to provide supportive services, transition services

Ability to provide training in locations that are accessible in tregion.

Building your team

One organization can deliver all services OR you can partner with other organizations to provide different program elements.

Program area	Got this covered	Need help
Coordination with CEJA workforce program administrators, employers, and other orgs		
Outreach & recruitment, application & intake		
Bridge program training and job-specific training		
Wrap-around support services and student support services		
Transition services		
Data entry & program administration		

Potential Partner Contact List

- Organizations that are interested in partnering
- Clean energy employers
- Apprenticeship programs
- NABCEP (Solar) certified training providers in Illinois
- Clean energy training programs (from inventory report)





How to apply for funding



Main grantee must register in the Grant Accountability and Transparency Act (GATA) Grantee Portal

Attend a webinar in July to learn about GATA requirements and how to register

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 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)

Attachment 1: Workplan

Attachment 2: Outcomes Summary

Attachment 3: Curriculum Plan

Attachment 4: Staffing Plan

Applicant Submission Documents


Find all NOFO Materials
and resources here:

[illinoisworknet.com/
WIOA/Pages/
CEJAWorkforceNOFO2023](https://illinoisworknet.com/WIOA/Pages/CEJAWorkforceNOFO2023)



Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

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 Department of Commerce and Economic Opportunity

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 : X ✓ fx 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_nrescreen_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)
- Project Plan (12 pages)
- Budget Narrative (2 pages)

Proposed Workplan

ATTACHMENT 1: PROPOSED WORK PLAN

Table A: Total Outcome Metrics for Year 1

Total Number of Individuals Recruited		Total Individuals Enrolled in Bridge Program		Total Individuals Completed Bridge Program	
Total Number Individuals Completed [Job-specific Training Option 1]		Total Individuals Completed [Job-specific Training Option 2]		Total Individuals Completed [Job-specific Training Option 3]	
Primary outcome: Total Individuals Transitioned – Clean energy employment or advanced training		Secondary Outcome: Total Individuals Transitioned – Other employment or training			

*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—Bridge program:** An individual who successfully completes all required modules and assessments of the bridge program and obtains the OSHA 10 and first aid/CPR certifications.
- **Completed Participant—Job specific training:** An individual who successfully completes one of the job specific training options and is prepared to take the exam/certification for the program.
- **Primary Outcome Transitioned Participant:** A graduate of the bridge program and/or one of the job specific training options who has applied to and accepted a position with a clean energy employer or advanced clean energy training program. Application and acceptance into an apprenticeship program, an on-the-job training program, or an existing clean energy training program is also considered a primary outcome.
- **Secondary Outcome Transitioned Participant:** A graduate of the bridge program and/or one of the job specific training options who chooses not pursue employment or training in the clean energy industry. Secondary outcomes include those who apply to and accept positions with employers outside the clean energy industry, or those who are registered in a college program or other education/training program outside of the clean energy industry.

Table B: Outcome Metrics for Quarter 1, Year 1

Total Number of Individuals Recruited		Total Individuals Enrolled		Total Individuals Completed Bridge Program	
Total Number Individuals Completed [Job-specific Training Option 1]		Total Individuals Completed [Job-specific Training Option 2]		Total Individuals Completed [Job-specific Training Option 3]	
Total Individuals Transitioned – Clean energy employment or training		Total Individuals Transitioned – Other employment or training			

Participant Outcomes Summary

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
Participant Recruitment & Enrollment	Total individuals recruited	
	Total individuals enrolled in the program (bridge program and/or job-specific training)	
Demographics of Enrolled Participants	Members of environmental justice communities	
	Members of R3 communities	
	Members of both environmental justice and R3 communities	
	Foster care alumni/current members	
	Returning residents	
	Displaced energy workers	
Service Delivery for Enrolled Participants	Enrolled participants who receive wrap-around services (non-academic support)	
	Enrolled participants who receive student support services (academic support)	
	Enrolled participants who receive transition services	
	Enrolled participants in bridge program training	
	Enrolled participants in [job specific training option 1]	
	Enrolled participants in [job specific training option 2]	
	Enrolled participants in [job specific training option 3]	
Program Completion	Participants who complete the Bridge Program	
	Participants who complete [job specific training option 1]	
	Participants who complete [job specific training option 2]	
	Participants who complete [job-specific training option 3]	
Primary Transition Outcome: Clean Energy Employment or training	Participants who are hired by a clean energy employer	
	Participants who are hired by a clean energy employer to receive on-the-job training	
	Participants who enroll in another advanced clean energy training program	
	Participants who enroll in a registered apprenticeship program or on-the-job training program in a clean energy or clean energy-adjacent trade	
Secondary Transition Goal/Outcomes: Additional training or alternative employment	Participant(s) who complete the training and seek non-clean energy employment	
	Participant(s) who complete the training program and continue on to a non-clean energy related training program or education	

Curriculum Plan

ATTACHMENT 3 – CURRICULUM PLAN

Bridge Program Plan

Please complete this bridge program curriculum plan following the instructions below. Delivery of the bridge program provides between 120-200 hours of instruction, with a strong emphasis on hands-on practice. It should include training to lead to, at a minimum, OSHA 10 certification and First aid/CPR certification. Instruction should align with the objectives and content described in the Clean Jobs Curriculum Framework (Bridge Program) but may include additional objectives, content and certifications as proposed by the applicant team. The table below describes the main content areas that are required to be taught.

Table 1: Bridge Program Content Areas

Essential employability skills	Clean energy basics
-Goal setting -Dependability, reliability, time management -Adaptability and emotion management -Financial literacy -Getting and keeping a job -Verbal, written, and digital workplace communication -Customer service -Critical thinking and problem solving -Workplace rights -Workplace diversity and inclusion	-Energy basics -Safety basics -Construction basics -Electrical basics -Building energy basics

Fill out the table below to provide details about how your team proposes to deliver the bridge program. Include what is required in the Clean Jobs Curriculum Framework and any additional content, objectives, or credentials that will be covered beyond these requirements.

Bridge Program Elements		
Learning objectives		
Total instructional hours		
Delivery format		
Credentials/certifications		
Assessment description		
Work-based or hands-on learning description		
Program modules (content taught)		
Module name	Brief description of what will be taught and how it will be taught	Estimated number of instructional hours

You will need to:

- Describe what you will teach and how
- Describe work-based learning elements
- Identify the job-specific training options you will deliver
- Describe the demand for training

Resources:

- Illinois Clean Energy Jobs and Training Program Inventory Report
- Clean Jobs Curriculum Framework



Staffing Plan

ATTACHMENT 4: STAFFING PLAN

As part of the Clean Jobs Workforce Network Program, the Department requires that successful applicants provide staff in seven 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 is a list of sample role descriptions. Applicants may adopt the sample role descriptions or define different role descriptions as appropriate, however it is the applicant's responsibility to ensure that the Staffing Plan identifies and describes all roles necessary to administer and deliver all required program services. Provide a table that includes the name(s) of personnel (or, where appropriate, indicate if the position will be filled by a new-hire) and organizational affiliation for each role description.

Table A: Staff Capacity

Staff Role	Name of personnel (or indicate if the position is to be filled by a new-hire)	Organizational affiliation
Program Administrator (sample)		
Outreach and Recruitment Coordinator (sample)		
Wrap-around Service Coordinator (sample)		
Student Support Service Coordinator (sample)		
Instructor (sample)		
Student Support Services Coordinator (sample)		
Employer Coordinator (sample)		
Transition Services Coordinator (sample)		
Data Entry Coordinator (sample)		

**Please note that many of these roles have access to participants' private information. When determining how to cover the responsibilities outlined above, applicants should consider how to ensure that participant information is protected.*

Resumes of key staff

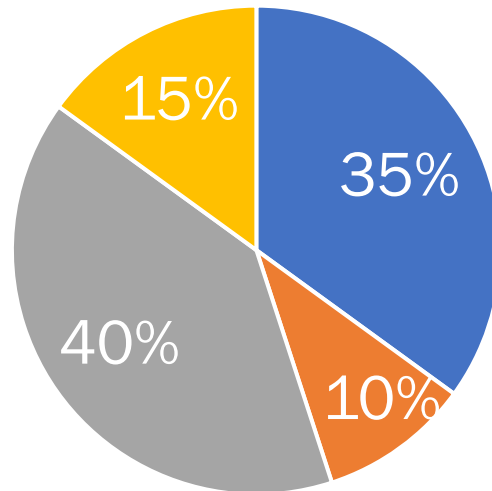
Memorandums of understanding (MOUs) from team partners, employers



How will proposals be scored - Merit-based review process

Applicant Review Criteria

- Applicant Team Qualifications & Capacity
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 - illinoisworknet.com/WIOA/Pages/CEJAWorkforceNOFO2023
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Clean Jobs Workforce Network Program Timeline

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effective proposal
webinar

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Grants 101/GATA
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Technical
Assistance office
hours (TBD)

August
11, 5pm
Notice of
Intent to
Apply

Sept 1, 5pm*
Due date for first
round of reviews

*Sept. 1 is the deadline to be considered in the first Merit Review Cohort. Applications will be accepted on a rolling basis.



CEJA ILLINOIS

Energy Transition
Navigator Program

1. Program overview & requirements
2. Funding information
3. Eligibility information
4. Application and submission information



Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

Energy Transition Navigator Program Goals



Overall: Equitably grow the clean energy workforce to meet the demand for clean energy technologies and services.



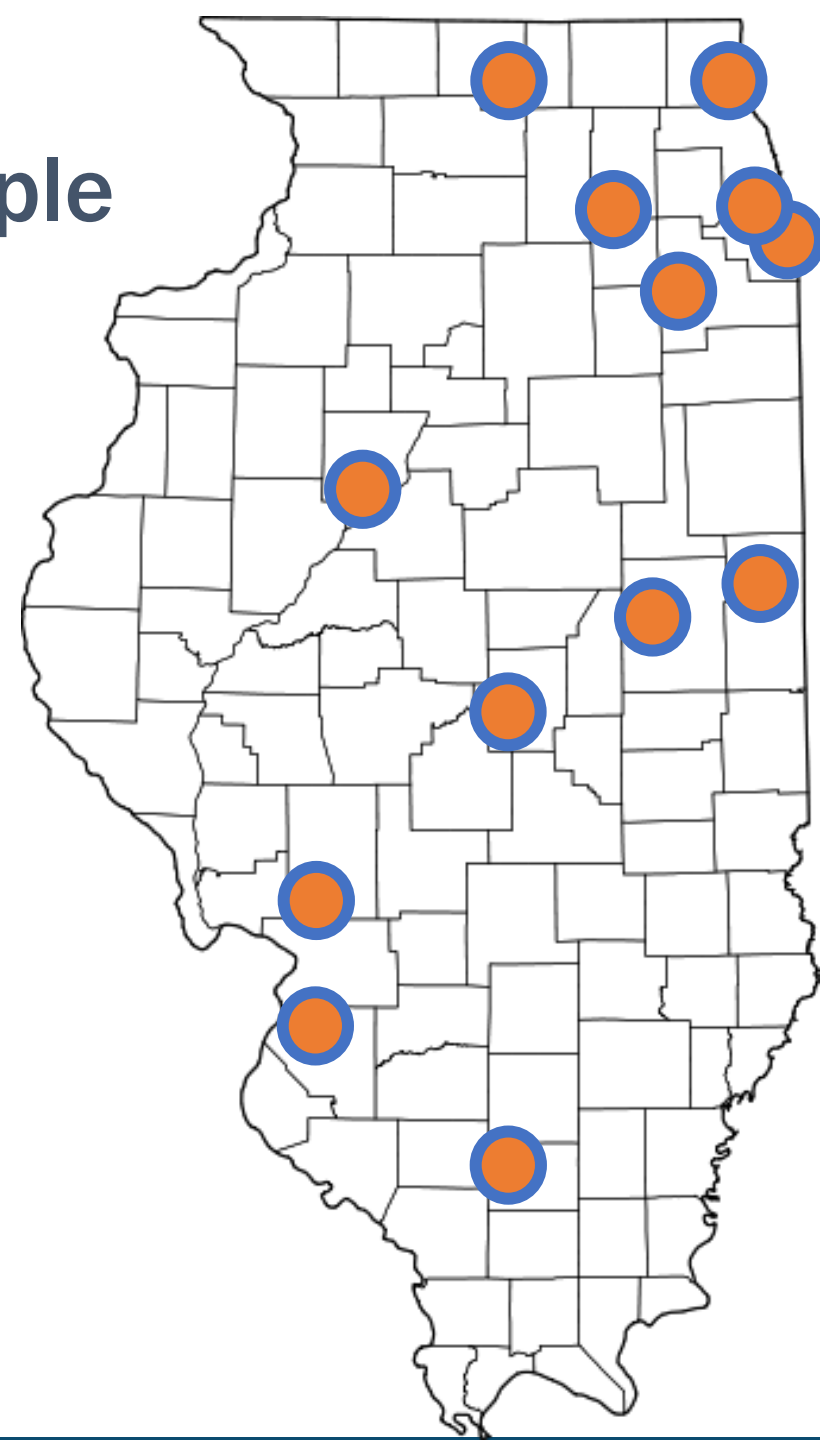
Connect people to clean energy training programs that will prepare them for well-paying jobs in the clean energy industry.



Build relationships among the CEJA workforce programs, clean energy employers, and communities to support CEJA workforce program goals.

Energy Transition Navigators serve people in 13 workforce hub regions

- Chicago West Side
- Chicago Southwest Side
- Joliet
- Waukegan
- Aurora
- Rockford
- Champaign
- Peoria
- Danville
- Decatur
- Carbondale
- East St. Louis
- Alton



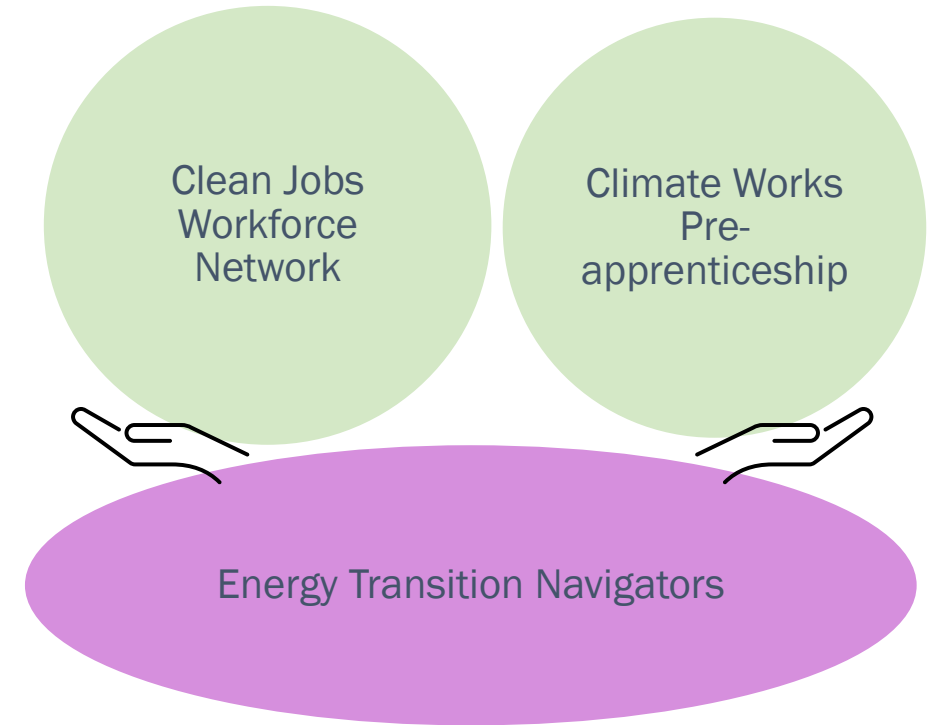
Energy Transition Navigators support the CEJA Workforce programs

Help recruit participants for the programs in the CEJA workforce ecosystem

Conduct education and outreach

Build connections in communities

Engage clean energy employers to facilitate job placement & work-based learning



Energy Transition Navigators: 4 main tasks

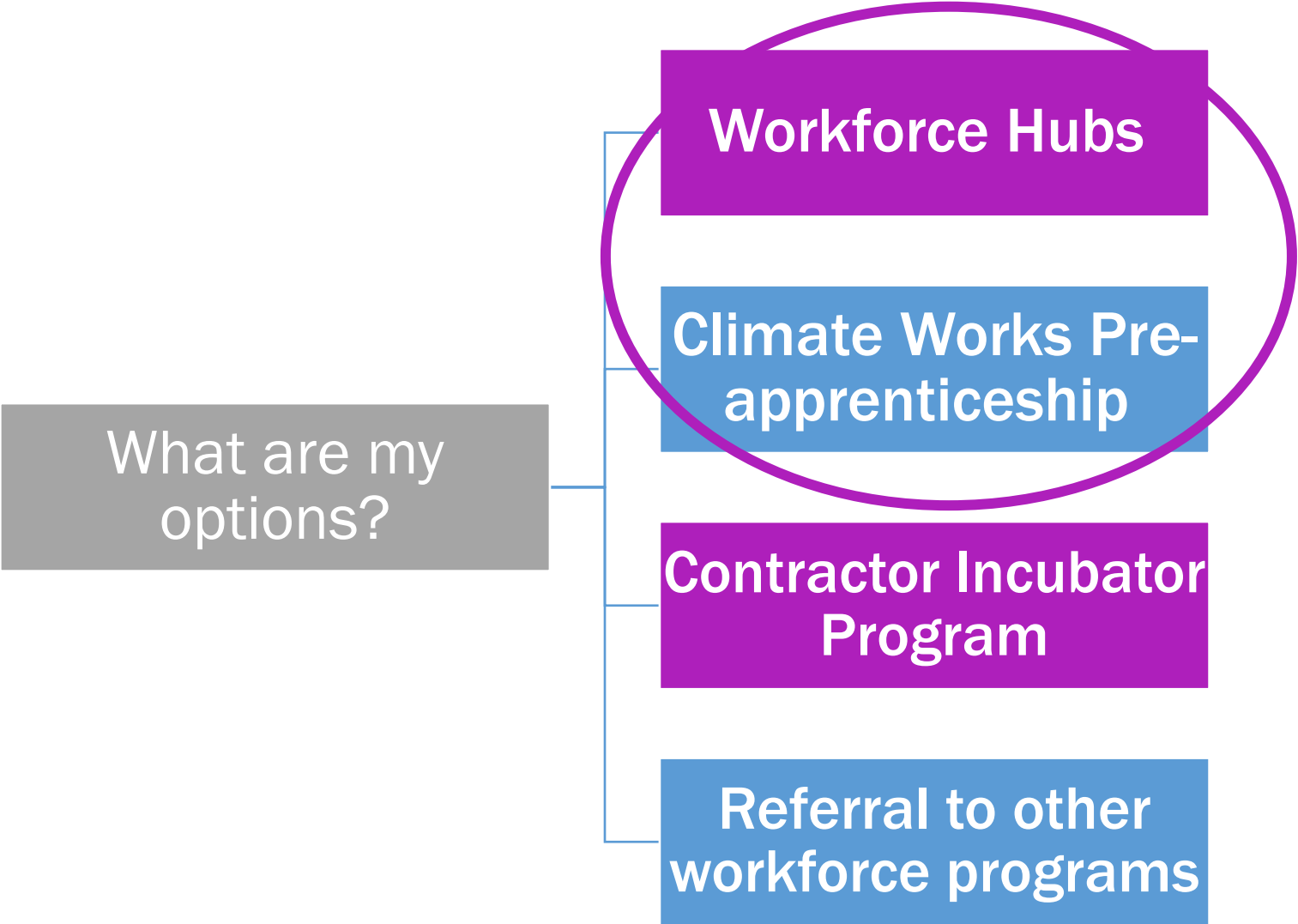
Coordinate closely with the other CEJA workforce programs (especially Climate Works Pre-apprenticeship and Workforce Hubs)

Provide outreach and community education to raise awareness of and recruit people to participate in CEJA programs (especially Climate Works Pre-apprenticeship and Workforce Hubs).

Provide services to help people enroll and participate in the programs.

Engage with diverse community, employer, and workforce stakeholders to advance workforce program goals.

Navigators coordinate with CEJA programs to guide people to the programs that meet their interests and needs



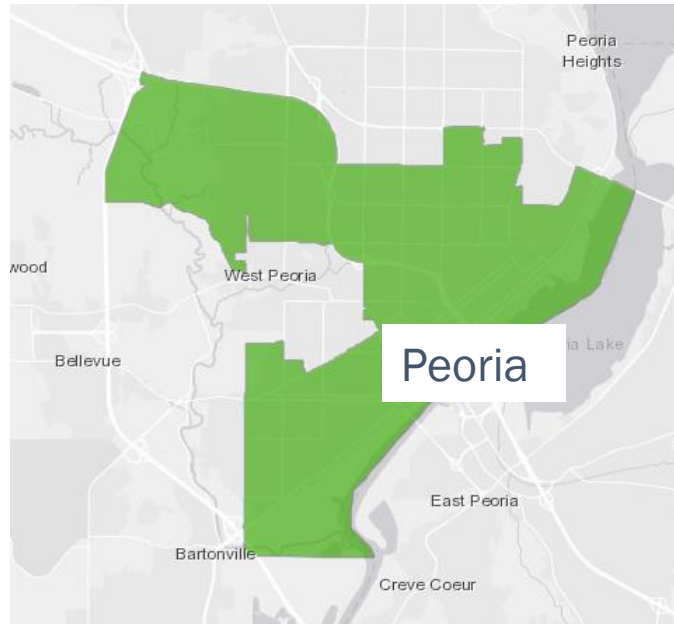
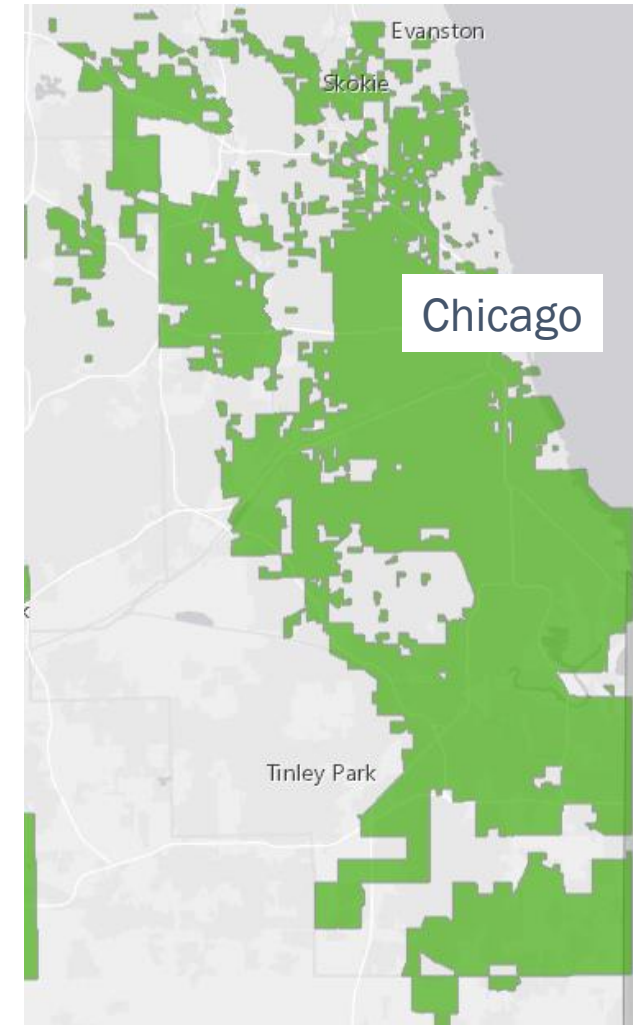
Navigators must coordinate closely with these programs as part of their larger outreach teams.



Who will the Navigator teams recruit?

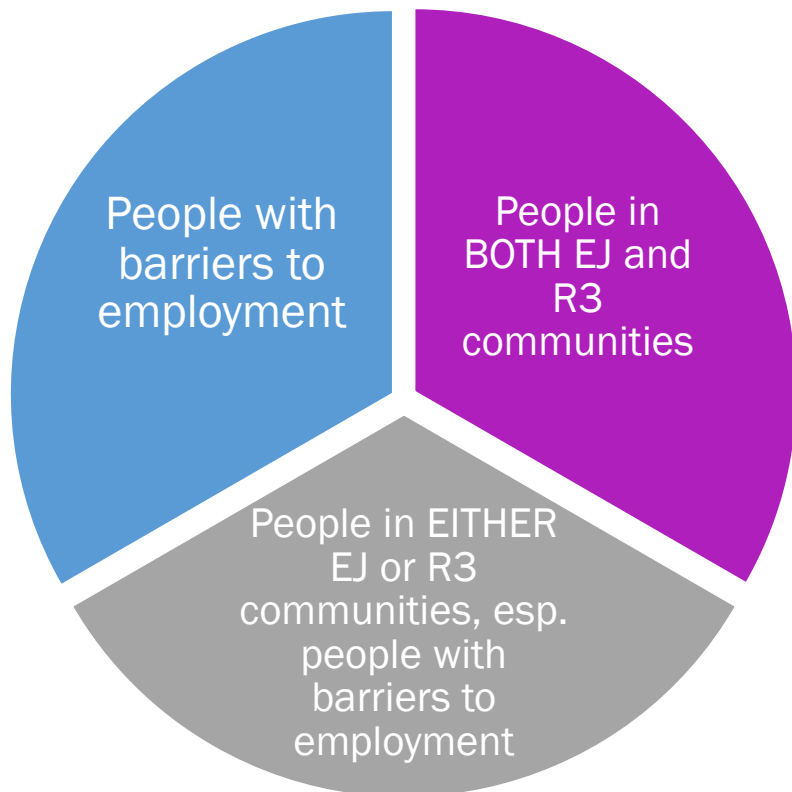
Inclusive recruitment that includes:

- People living in equity investment eligible communities (environmental justice or R3 communities)
- Displaced energy workers and their dependents
- Low-income persons
- Formerly convicted persons or current/former members of foster care
- Women
- LGBTQ+
- People with disabilities



Navigators will need to understand participant eligibility requirements for the different programs.

Clean Jobs Workforce Hubs placement prioritized as follows:



Climate Works Pre-apprenticeship eligibility

People living in Environmental Justice or R3 communities OR

People who have been incarcerated OR

People who are current/former members of foster care system



How should Navigator teams do outreach and recruitment?

Engage in recruitment activities that are proactive, inclusive, and equitable. Go where the people are.

Work with educational institutions, organizations working with eligible populations, local employers, and labor unions to identify potential participants.

Provide information about CEJA programs to organizations working with eligible populations, local workforce innovation boards and other relevant stakeholders.

Navigator teams will help participants through the application and intake process.

Help participants make an informed decision about what program to participate in.

Assist participants through the application process.

Assist with pre-screening to make sure they meet eligibility requirements.

Assist with assessments to identify student support services needed.

Assist with assessments to help identify barrier reduction services needed.

Refer people to other workforce and business development programs as needed.

Utilize provided materials and methods for application and intake processes.



Climate Works
Pre-
apprenticeship
Program



Clean Jobs
Workforce
Network
Program

Navigators help people make informed decisions about clean energy career pathways & training programs

Climate Works Pre-apprenticeship Focus: Prepare people to succeed in a registered apprenticeship program in the construction and building trades and the clean energy jobs therein.

Electricians

Insulators

Ironworkers

Laborers

Carpenters

Plumbers

Operating
Engineers and
Equipment
Operators

Sheet metal
workers

Roofers

Boilermakers

Navigators help people make informed decisions about clean energy career pathways & training programs

Workforce Hub Focus: Prepare people to succeed in a variety of **entry-level clean energy jobs**

Solar PV
installer or sales
representative

Wind turbine
technician

Weatherization
installer

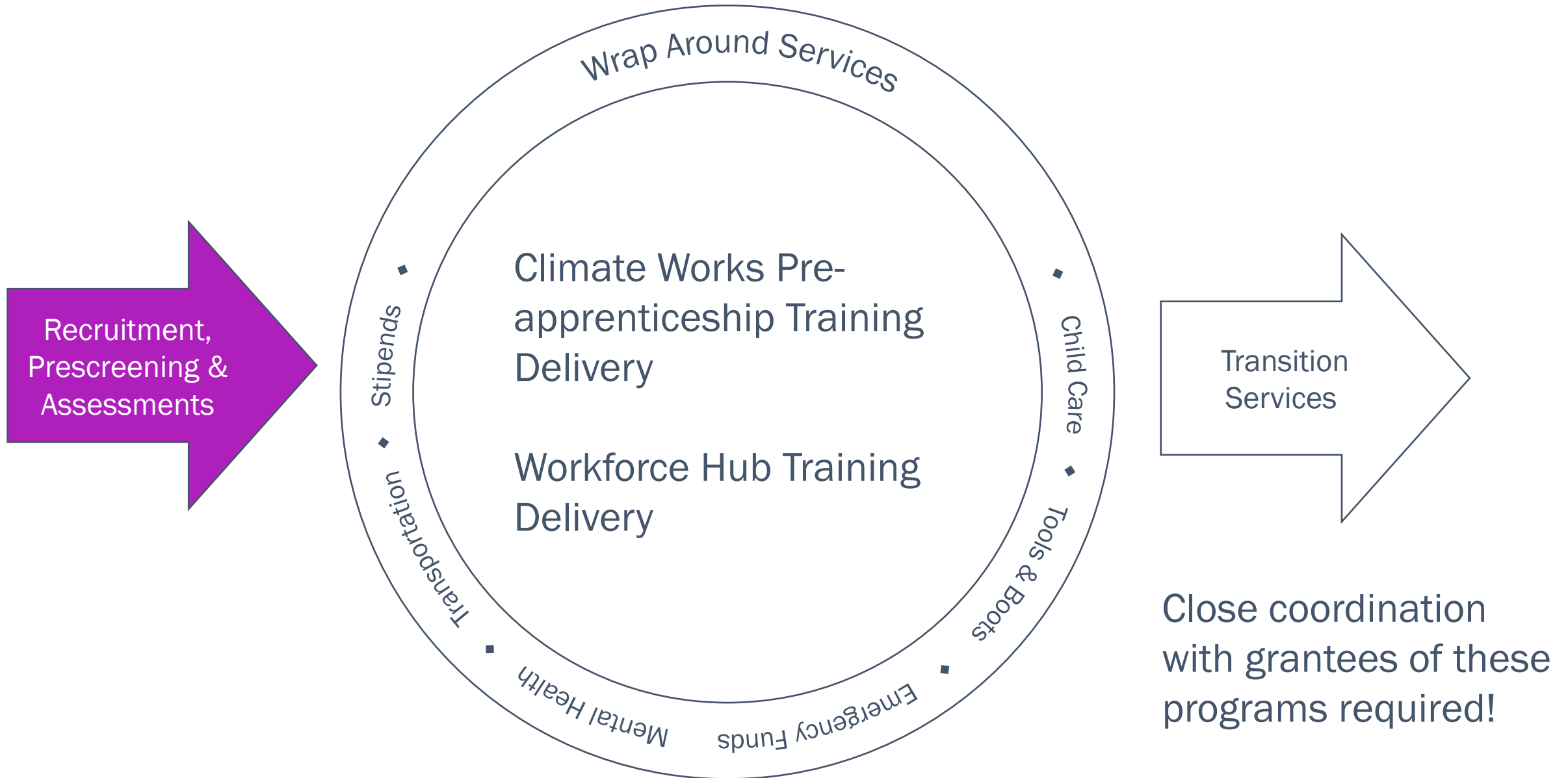
Energy auditor

Auto mechanic,
EV focus

HVAC service
technician

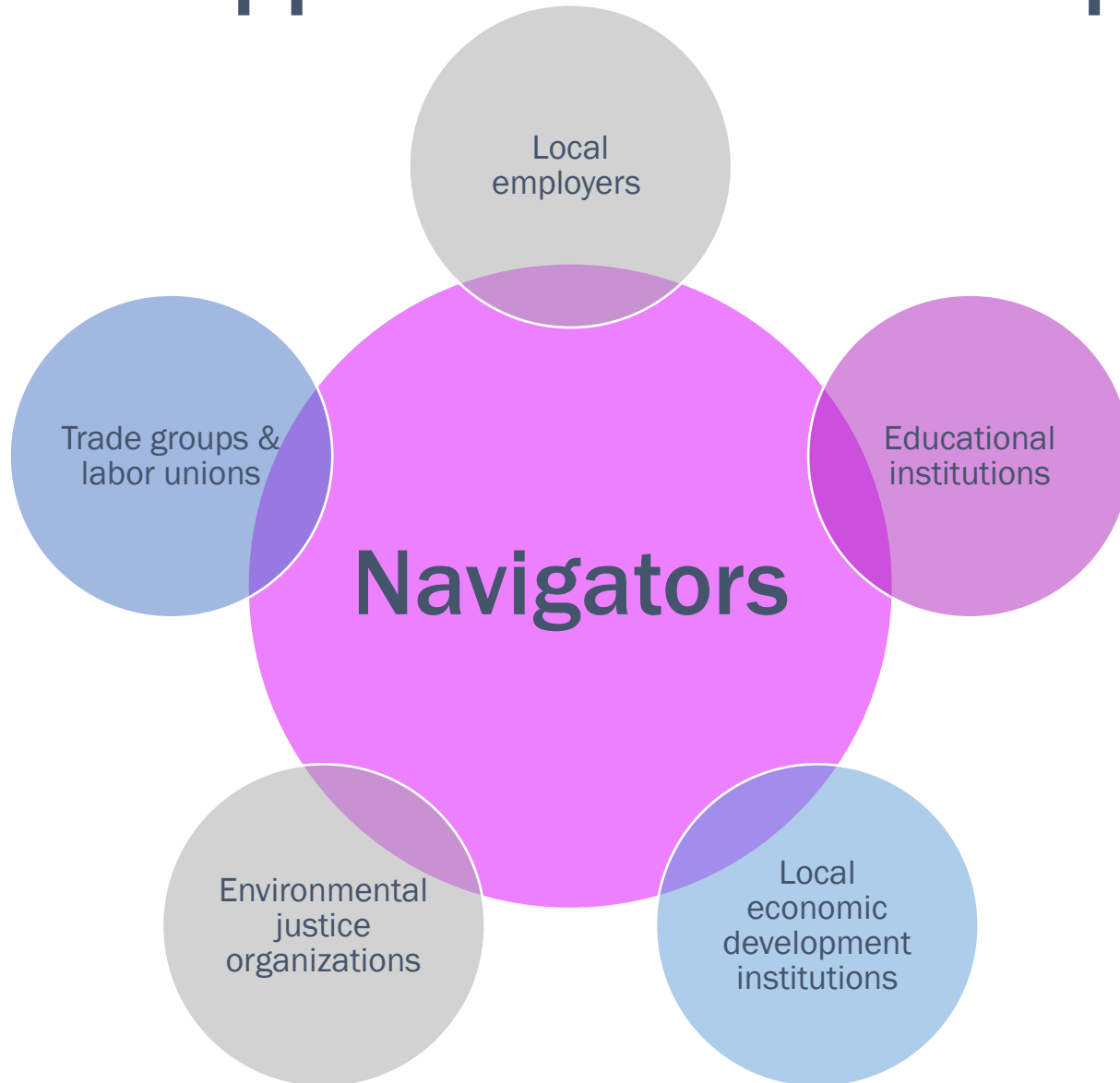
And more....

Navigator teams assist with front-end services for the workforce programs.



Close coordination with grantees of these programs required!

Navigator teams will engage stakeholders to support the workforce programs



Establish and maintain relationships to:

- Identify skill and hiring needs of local clean energy industry
- Inform recruitment and training decisions
- Facilitate job placement and work-based learning efforts



Equity lens: More than just numeric participant targets

Understand how race, ethnicity, gender, background impact access to and experience within clean energy industry.

Must incorporate core equity values (diversity, inclusion, accessibility, equity) in all program elements.

- Recruitment
- Enrollment & intake
- Successful transition into job or apprenticeship program
- Building relationships with stakeholders and employers

Must help create a welcoming, accessible, and inclusive environment.

Annual funding available for Energy Transition Navigator

\$6 million per year total program delivery

Number of awards: Up to 13 (one for each regional workforce hub area)

Amount per award range:
\$250,000 to \$600,000 per year

Applicants selected for 3 years, subject to annual review



Who can apply for funding to deliver the Energy Transition Navigator Program?

Community-based providers: Not-for-profit organization that has a history of serving low-wage or low-skilled workers or individuals from economically disadvantaged communities

Provide employment, skill development or related services

Demonstrate relationships with residents and orgs serving communities in region

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

Demonstrate relationships with apprenticeship programs and contractor associations.



Navigator team

One organization can deliver all services OR you can partner with other community-based providers to provide different program elements.

Program area	Got this covered	Need help
Coordination with CEJA workforce program administrators		
Outreach & recruitment		
Application & intake		
Workforce stakeholder engagement		
Data entry & program administration		

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 (15 pages)

Work Plan, utilizing template

Staffing Plan


Find all NOFO
Materials and
resources here:

[illinoisworknet.com/
cejaenergy](https://illinoisworknet.com/cejaenergy)



Illinois
Department of Commerce
& Economic Opportunity
JB Pritzker, Governor

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 Department of Commerce and Economic Opportunity

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_nrescreen_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 (15 pages)

- Applicant Team Organization Capacity and Qualifications (3 pages)
- Documentation of Need (2 pages)
- Climate Works Pre-apprenticeship Project Plan (8 pages)
- Budget Narrative (2 pages)



Proposed Workplan

NOFO ID: CSFA#-NOFO#

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 DOL registered apprenticeship program OR who has applied and has been placed on a waiting list for a 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 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	

Staffing Plan

NOFO ID: CSFA#-NOFO#

Curriculum Template:

Please complete the curriculum template following the instructions below. A curriculum contains the overall content relevant to a training program. Delivery of an Illinois Climate Works approved curricula provides between 150 – 300 hours (special permission is required to exceed 300 hours) of instruction, with a strong emphasis on hands-on practice in a construction laboratory and at job sites, that leads to obtaining relevant certifications for the construction industry related to clean energy job opportunities.

Instructional hours may include:

- Illinois Climate Works Program orientation (required)
- Introduction to construction and the trades (required)
- Supplemental shop math instruction (not required, but highly recommended)
- Construction certifications (required)
 - NABTU, NCCER or other Illinois Climate Works approved curricula
 - OSHA 10-hour
 - First Aid/CPR
- Other nationally recognized certifications related to clean energy (optional)
- Clean energy basics
- Soft skills based on Illinois Essential Employability Skills Framework (required)
 - 32 hours recommended with a maximum of 40 instructional hours without approval from the Office of Illinois Works prior to award offer.
- Test taking skills (required)
- Work-based/job site learning (10 hours required)

Objectives	
Instructional Hours	Delivery Format
Logistics	
Pre-requisites	
Industry Recognized Certifications/Credentials	
Program Modules	
Module Name	Number of Hours
Total Hours	

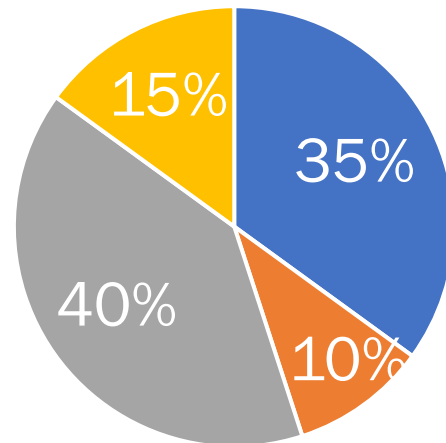
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