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Hot Topics: Workforce Development Grants with Upcoming Deadlines

Annie Kurowski, Vice President, McAllister & Quinn

Valerie Secker, Director of Grants and Federal Affairs, McAllister & Quinn

Meet your Facilitators



Annie Kurowski
Vice President

- ❖ U.S. Senate
- ❖ Corporation for National and Community Service
- ❖ More than 20 years of federal grants and project management experience
- ❖ Bachelor's Degree in English, Oregon State University
- ❖ Master's Degree in Health Financing, London School of Economics



Valerie Secker
Director of Grants
and Federal Affairs

- ❖ U.S. Congress
- ❖ National Institutes of Health
- ❖ Higher education
- ❖ Tech
- ❖ Federal grants and government affairs
- ❖ Bachelor's Degree in Politics
- ❖ Master's Degree in Public Administration



Today's Objectives

- ✓ To understand the typical structure of a Department of Labor (DOL) Notice of Funding Opportunity (NOFO)
- ✓ To understand the DOL's priorities for the *Growth Opportunities and Pathway Home Grants*
- ✓ To know what information is needed for a competitive application
- ✓ Top 5 recommendations for when you start writing

Agenda

- ❖ **Review the structure and priorities of the:**
 - ❖ *DOL Growth Opportunities Program*
 - ❖ *DOL Pathway Home Program*
- ❖ **Relate these to your organization's programs**
- ❖ **Preparing to write: scoring, data, and required information**
- ❖ **It's the budget....**

Typical Structure of a Federal NOFO

- ❖ **First pages are background – summarizes program purpose, source of funding (legislation), deadline, and Administrative priorities (i.e. Justice 40)**
 - ❖ Award information (# and amount of award, type, period of performance)
 - ❖ Eligibility and partnerships
 - ❖ Target populations, target areas, or geographic distribution
 - ❖ Budget: Is there a match?
 - ❖ Abstract (Summary)
 - ❖ Narrative (Who, What, Where, When, and How), page limit, and formatting
 - ❖ Review criteria: Scoring and Priority Points
 - ❖ Attachments (Checklist of Required Documents)

Pathway Home 5: Purpose Summary Says Everything

- ❖ **Deadline: April 4, 2024 (last round)**
- ❖ **Purpose:** Provide reentry programming to eligible, incarcerated individuals prior to release from correctional facilities to bridge the gap between release and enrollment into the workforce.
- ❖ **Target Population:** Men and women at least 18 years of age and are at least 20-270 days to release into community upon enrollment in program; priority for Veterans.
- ❖ **Mandatory Partnerships:** State correctional facility, nonprofits (substance use disorder, social services, mental health, childcare), Workforce Development Boards
- ❖ ** Applicants are required to employ 1 full-time staff person with 100% of their time dedicated to the grant as the program manager director.*

Growth Opportunities Grant Rounds 4 & 5

- ❖ **Period of Performance: 42 months (3.5 years)**
- ❖ **2 Rounds, 2 Deadlines, Same NOFO**
 - ❖ Round 4: 4/2/2024
 - ❖ Round 5: Between 7/1/2024 and 10/15/24 (Final Deadline)
- ❖ **Awards (No Matching Requirement)**
 - ❖ Round 4: 12 (\$40 Million Available)
 - ❖ Round 5: 16 (*\$45 Million Available)
- ❖ **Applicant Type: Direct (Direct service provider w/partners); Intermediary (National or Regional scope and delivery through subgrantees)**

Growth Opportunities: Eligibility

- ❖ **County Governments**
- ❖ **City or Township Governments**
- ❖ **Independent School Districts**
- ❖ **Native American/Tribal Governments**
- ❖ **Nonprofits having a 501c3 other than institutes of higher education**
- ❖ **Nonprofits without a 501c3 other than institutes of higher education**

Growth Opportunities Grant Goals

- ❖ **Help youth and young adults to increase their conflict resolution skills and develop strategies to prevent and avoid violence.**
- ❖ **Introduce and prepare youth for the world of work.**
- ❖ **Help identify career interests, attain relevant skills, and gain work experience.**
- ❖ **Provide income to youth, start them on the path of earning living wages and obtaining high-quality jobs and careers.**

Growth Opportunities: Requirements & Priorities

- ❖ **Mandatory Partnerships (Violence Prevention or Intervention, Justice System, Employer/Industry)**
- ❖ **Target Area: Based on Poverty and Crime Rates (Justice 40)**
- ❖ **Participants**
 - ❖ Ages 15-24 or 18-24
 - ❖ Live in the target area and have been expelled from a school or involved in the justice system
 - ❖ Risk factors: criminal record, left high school, parent formerly incarcerated
 - ❖ Veterans

Growth Opportunities: Mandatory Partnerships

- ❖ Violence Prevention or Intervention: History of outreach to individuals with high risk of committing violence.
- ❖ Justice System: Police, Sheriffs, DAs, Corrections/Courts (referral of high-risk individuals to program)
- ❖ Employer/Industry Partners: Businesses, industry, labor unions
- ❖ Subgrantees (intermediary applicants only): Deliver holistic social services, childcare, SUD, transportation, housing, mentorship, mental health treatment

****Memorandums of Understanding or Letters of Commitment***

Growth Opportunities: 2023 Awardee Abstract Example

Knoxville Leadership Foundation (TN) | 2023 | \$2,000,000

- ❖ Award funding will be used to support young adults that are justice-involved, at risk for justice system involvement, school dropouts, or expelled students residing in Knox County high-poverty, high-crime urban areas. Activities performed through the *Go-Knoxworx* program will offer Young Adult Services (YAS) academic programs to complete high school and other diplomas and skill training programs to enter career pathways for local in-demand industries: advanced manufacturing, **construction, building maintenance**, customer service and culinary, and healthcare. YAS will gain an industry certification, complete skill training followed by on-the-job training, and be placed in full-time unsubsidized employment around the sixth month after entering the program. Once YAS enters full-time employment, case managers will create a transition plan to provide follow-up support for 12 months. *Go-Knoxworx* also focuses on removing barriers to employability by including intensive case management, engaged employer networks, required violence prevention mentoring with conflict resolution skill building, and co-locating academic tutors, behavioral health, and social service providers at our elm street workforce development center.



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Preparing to Write: Where To Begin?

#1: READ THE NOFO. Not once, Not twice...

#2 Read the Review Criteria and Scoring

Narrative: 25 pages, double-spaced, Times New Roman 12-point font and 1-inch margins

- ❖ **Statement of Need (12 points): Poverty Rate (6); Violent Crime Rate (6)**
- ❖ Performance Measurement (6), Outcomes and Outputs (6)+ 12 points
- ❖ Logic Model (Up to 6 points)
- ❖ **Project Design (Up to 28 points): Basic Services & Follow Up (4); Paid Work Experiences (10); Mentorships (4) and Leadership Development (4) Placement (2); Project Timeline (2); Staffing Plan (2)**
- ❖ **Mandatory Partnerships (Up to 14): Strength of MOUs or LOCs (2);**
- ❖ Organizational, Administrative and Fiscal Capacity (8)
- ❖ **Programmatic Capability (Past Performance) (Up to 16 points)**
- ❖ Budget and Budget Narrative (Up to 6 points)

#3: Build Your Statement of Need

- ❖ **Poverty Rate (American Community Survey Data)**

- ❖ Maps, Census Tracts

- ❖ *DOL will score based on weighted average of poverty rate in proposed target area*

- ❖ *(i.e. 25% or higher, 6pts)*

- ❖ **Violent Crime Rate**

- ❖ FBI report “Crime in the United States” (if available for area) rate per 100,000 residents. Data is available on FBI website (link page 15 of NOFO). Includes Metropolitan Statistical Area (MSA) data for cities.

- ❖ *Data sources in NOFO (Pg 15-16)*

#4: It's the Budget...

- ❖ **Personnel:** Staff positions by title and salary based on % of time dedicated to the project
- ❖ **Fringe Benefits:** Health insurance, FICA, retirement, etc. (%)
- ❖ **Travel:** Domestic airfare, mileage, hotel and per-diem (follow government rates)
- ❖ **Equipment:** Any one item/piece of equipment with the value of \$5K or more
- ❖ **Supplies:** General office supplies, software, printers, laptops for the purposes of the project
- ❖ **Contractual:** Evaluators, contractors, subawards
- ❖ **Construction:** Not allowed
- ❖ **Other:** Anything else that doesn't fit into the above categories.
- ❖ **Indirect Costs:** Negotiated Indirect Cost Rate or allowed 10% de minimis

#5: START EARLY

- ❖ Create a workplan starting 3-4 months before the deadline (June): Deadline Round 5 is 10/15/24
- ❖ Define your target area, target population and collecting the relevant data to support it
- ❖ Reach out to partners and discuss the ‘who will be doing what’/commitment
- ❖ Create an outline of the grant proposal and weigh the sections based on the scoring criteria—highest points = longest sections
- ❖ Create your checklist of attachments (in the NOFO) and carve out time between the writing to complete well before the deadline.
- ❖ Create the draft budget-and involve your CFO. (Pay attention to allowable & unallowable costs) & match to your project activities
- ❖ Carve out time for a colleague to review
- ❖ Edit the final proposal before submission

Review Today's Objectives

- ✓ Typical structure of a NOFO and what to look for
- ✓ DOL priorities of the *Growth Opportunities* Grant program
- ✓ Information needed for a competitive application
- ✓ Top 5 recommendations for when you start writing

Future Training Sessions

- **April 23:** Best Practices in Writing
- **April 30:** DOL YouthBuild Grant (advanced learning opportunity)



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