ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY
The Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) Initiative

EXECUTIVE SUMMARY

- **Federal Agency Names**: Economic Development Administration (EDA), Department of Commerce (DOC); Employment and Training Administration (ETA), Department of Labor (DOL); Small Business Administration (SBA); and Appalachian Regional Commission (ARC).

- **Funding Opportunity Title**: *The Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) Implementation Grants*

- **Announcement Type**: FY 2015 Federal Funding Opportunity (FFO) announcement publishing POWER's application submission requirements and review procedures. Effective date: **May 11, 2015**. This is the initial announcement of this funding opportunity.

- **Funding Opportunity Number**: POWER2015

- **Catalog of Federal Domestic Assistance (CFDA) Numbers:** 11.307, Economic Adjustment Assistance; 23.002, Appalachian Research Technical Assistance and Demonstration Projects; 17.277 Workforce Investment Act (WIA) National Emergency Grants/Workforce Innovation Opportunity Act (WIOA) National Dislocated Worker Grants

- **Dates**: The deadline for receipt of applications for EDA and ARC funding is July 10, 2015 (**60 calendar days** from the effective date of this announcement). Applications for ETA funding will be accepted on a rolling basis through the end of Program Year 2017 or until funds are no longer available. Proposals for SBA's Regional Innovation Clusters Program contract solicitation will be accepted after June 1st, 2015. Applicants are advised to carefully read the application and submission information provided in section IV. of this FFO.

- **Funding Opportunity Description**: This FFO announces the availability of funding for implementation grants under the Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) Initiative. The POWER Initiative is a new interagency effort to assist communities and workers negatively impacted by changes in the coal industry and power sector. Booming natural gas production, declining costs for renewable energy, increases in energy efficiency, flattening electricity demand, and updated clean air standards are changing the way electricity is generated and used across the country. These industry shifts impact workers and communities who have relied on the coal economy[1] as a source of good jobs and economic prosperity.

  The goal of the POWER Initiative is to align, leverage, and target complementary federal

[1] "Coal economy" is a term that reflects the complete supply chain of coal reliant industries. This includes, but is not limited to: coal mining, coal-fired power plants, and related transportation, logistics, and manufacturing.

economic and workforce development resources to assist communities and workers negatively impacted by changes in the coal economy. By aligning and leveraging the resources of DOC's EDA, DOL's ETA, ARC, and SBA,[2] this initiative seeks projects that reach across economic development and workforce development systems and support local solutions that implement existing economic development strategic plans.

This FFO is intended to competitively award grants to partnerships of regionally-oriented economic and workforce development organizations and other key stakeholders located in and supporting impacted coal communities. These grants will enable grantees to take deliberate and measured steps to build economic resilience, industry diversification, local and regional workforce pipelines, and promote new job creation opportunities. Funds across all four programs will be prioritized to those applications that establish a clear linkage between the proposed project and how it will result in local economic growth and diversification, job creation, and job training and reemployment for dislocated workers as outlined in a broader economic and workforce development strategy.

Eligible activities include helping communities: develop and implement local and regional programs to respond on behalf of affected workers and businesses; strengthen or develop emerging industry clusters; prepare and train the existing workforce for new jobs in high-growth or in-demand sectors and occupations; and develop and execute coordinated economic and workforce development activities based on communities' strategic plans. These activities should result in more skilled workers moving into new job opportunities.

In addition to funds made available under this FFO, the POWER initiative makes EDA funds available for planning assistance.[3] Additionally, eight additional federal agencies and offices participating in the POWER initiative will provide technical assistance and education and outreach to winning applicants, and/or preference points for additional agency funding.

- **Eligible Applicants**: Applicants are welcome to apply to any combination of funding from EDA, ETA, SBA, and ARC (for projects located within the Appalachian Region[4]). Since each agency has distinct eligibility requirements, applicants with strong and diverse partnerships will be best suited to seek funding from multiple funding sources. Applicants should pay close attention to the eligible applicant portion of the funding from the different agencies since eligibility varies by program. For specific details of eligible applicants for each program please see Section III of the FFO.

[2] Note that throughout this FFO, EDA, ETA and SBA are collectively referred to as the primary funding agencies (Primary Funding Agencies), and ARC is referred to as a regional funding partner (Regional Funding Partner). *See* section II.A. of this FFO.
[3] Information on the EDA planning assistance can be found at: http://www.eda.gov/power
[4] A description of ARC's region can be found at: http://www.arc.gov/appalachian_region/MapofAppalachia.asp

FULL ANNOUNCEMENT TEXT

The Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) Initiative

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I. Funding Opportunity Description

A. Overview

This Federal Funding Opportunity (FFO) announcement sets out the Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) Initiative implementation grant priorities, evaluation factors, and application guidance for funding from the Economic Development Administration (EDA), Department of Commerce (DOC); Employment and Training Administration (ETA), Department of Labor (DOL); Small Business Administration (SBA); and Appalachian Regional Commission (ARC). The goal of the POWER Initiative is to align, leverage, and target complementary federal economic and workforce development programs and resources to assist communities negatively impacted by changes in the coal economy[5].

This FFO is intended to award grants competitively to partnerships of regionally-driven economic development and workforce development organizations anchored in impacted coal communities. These grants are a mechanism available to assist grantees with building economic resilience, industry diversification, and promote new job creation opportunities. Competitive projects will be tightly linked to existing economic and workforce development strategic plans. Eligible activities include helping communities: develop and implement local and regional programs to respond on behalf of affected workers and businesses; strengthen or develop existing or emerging industry clusters[6]; provide reemployment services and skills training to dislocated workers from local communities to move into new jobs in potential high-growth and in-demand sectors and occupations; execute coordinated economic and workforce development activities based on communities' strategic plans.

The objectives of the POWER implementation grants are to:

(1) Assist impacted communities in diversifying their economies into other industries;
(2) Create new job opportunities for dislocated workers;
(3) Attract new sources of job-creating investment; and
(4) Provide a range of workforce services and skills training, including work-based learning opportunities, resulting in industry-recognized credentials for high-quality, in-demand jobs.

Recognizing the importance of these objectives, the POWER Initiative coordinates resources from multiple agencies to support communities in implementing the POWER objectives. The types of activities that should be considered in implementation projects for economic diversification initiatives can include, but are not limited to:

- Analysis activities that build from strategic economic development plans, including, economic and workforce data collection, supply chain and industry cluster analysis
- Outreach and targeted assistance to businesses, unions, workers and other stakeholders
- Remediation and redevelopment of coal economy sites, where relevant
- Provision of business planning and market exploration services

[5] "Coal economy" is a term that reflects the complete supply chain of coal reliant industries. This includes, but is not limited to: coal mining, coal-fired power plants, and related transportation, logistics, and manufacturing.
[6] Industry clusters are networks of interconnected firms and supporting institutions in a common geographic region. Clusters also are generally defined by and benefit from shared labor pools, infrastructure and markets.

- Development of business incubator programs
- Facilitation of access to private capital investment and capacity building to effectively utilize capital investment
- Promotion of exports from businesses in impacted area
- Workforce training and dislocated worker services and supports for impacted workers
- Costs associated with Registered Apprenticeship and on-the-job training models
- Temporary or short-term relocation or commuting costs for available jobs in other parts of the state or region
- Staffing, operating and administrative costs for recipient organization
- Comprehensive strategies that integrate all of these activities and leverage other investments from participating and other federal agencies

Although resources from EDA, ETA, ARC, and SBA[7] are made available through this FFO, applicants will need to apply separately for each funding source they are interested in pursuing.

EDA investments will be funded through the Economic Adjustment Assistance (EAA) Program to support projects that implement key actions of Comprehensive Economic Development Strategies (CEDS) or equivalent regional economic development plans, and create economic ecosystems that support job creation, expanded markets, and economic growth. Eligible activities may include: feasibility studies, construction of key assets or facilities that are integral for diversification strategies, and building regional capacity to promote innovation and entrepreneurship. Projects must benefit impacted coal communities, but applicants need not be physically located in a coal community. Applicants are expected to self-identify how and to what extent they're impacted by closures or layoff events by employers in the coal economy. Please *see* section III. of this Federal Funding Opportunity (FFO) for more information on eligibility criteria and permitted activities.

ETA investments will be funded through a special National Dislocated Worker Grant (DWG[8]) offering, called POWER DWGs, to support initiatives that will prepare dislocated workers for good jobs in high-demand occupations. POWER DWGs will provide funding to increase the capacity of state, local, and tribal governments and their partners to provide dislocated worker services in response to business contractions in the coal economy with associated, direct and indirect layoffs. The proposed services and programs must be directly integrated with an economic development strategy that these same partnerships propose to develop and execute. The types of reemployment services that can be delivered through POWER DWGs include career services, workforce training (including work-based training), and supportive services needed to enable eligible individuals to participate in training and other reemployment services. Please *see* Appendix B of this FFO for additional information on the criteria and application process for DWGs.

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[7] Note that throughout this FFO, EDA, ETA and SBA are collectively referred to as the primary funding agencies (Primary Funding Agencies), and ARC is referred to as a regional funding partner (Regional Funding partner). *See* section II.A. of this FFO.

[8] National Dislocated Worker Grants (DWGs) were called National Emergency Grants (NEG) under the Workforce Investment Act of 1998. Under the Workforce Innovation and Opportunity Act that goes into effect July 1, 2015 the NEGs will now be known as National Dislocated Worker Grants.

SBA funds will be deployed through the Regional Innovation Clusters (RIC) program as contracts. RIC funding will support regional cluster initiatives: formally organized efforts to promote an industry cluster's growth and competitiveness through collaborative activities among cluster participants, which could include industry associations, national laboratories, universities and large and small businesses. SBA-funded cluster initiatives leverage resources to provide specialized assistance to small businesses.

ARC's investments will be funded through the Area Development program. Funds may be used to implement economic diversification strategies that have been developed through a region-wide planning process and designed to address gaps or shortages in the Region's entrepreneurial and industrial ecosystems. Eligible, non-construction activities include, but are not limited to, capacity building, technical assistance, and education and training to help grow jobs, increase investment, and prepare the workforce to take advantage of emerging opportunities in growing industry sectors.

All funding opportunities are subject to the availability of funds. Matching funds are required for EDA and ARC assistance; *see* Appendices A and D for EDA and ARC matching fund requirements. Applicant teams seeking EDA assistance are expected to demonstrate how they provide a direct benefit to coal communities. However, not all applicant team members need to be physically located in impacted coal communities. For further information about eligibility, permitted activities, and maximum project funding amounts s*ee* Appendices A-D for each funding agency's funding opportunity requirements. Overall questions about this FFO can be sent to POWER@eda.gov.

B. Expected Outcomes

The POWER funding agencies will evaluate the outcomes of the investments made under this FFO. Funding agencies will require recipients to submit financial, performance, and impact reports in accordance with the terms and conditions of the grant award, generally no less than semi-annually. Recipients must submit all project progress and financial reports to the applicable agency program officer in electronic format. Agencies will require recipients to provide regular updates on their progress towards meeting the output and outcome measures identified in their application, as well as any other metrics requested by the applicable agency and identified in the grant special award conditions (conditions agreed upon by the agency and grant recipient after the notice of award).

By integrating resources from EDA, ETA, SBA, and ARC, these agencies have agreed to accept common application elements so as to reduce the burden of applicants in applying for multiple funding sources. Further discussion on common application elements is in section IV.

Generally, communities eligible for grant awards under this FFO are those that have been impacted, or can reasonably demonstrate that they will be impacted, by coal mining and coal power plant employment loss (or layoffs in the manufacturing or transportation logistics supply chains of either). See section III. for more description about eligibility requirements.

C. Funding Principles

Successful, inclusive and long-term economic growth is built upon bottom-up, community-led strategies that promote economic resilience and maximize regional strengths to the fullest extent. The POWER Initiative takes a long-term view towards assisting coal communities in diversifying their economies by investing in local strategies developed by regional partners.

Competitive projects funded under this FFO will demonstrate regionally-driven, comprehensive approaches to addressing economic distress from contractions in the coal economy by emphasizing:

Economic and Workforce Development Integration: Communities and regions that build strong networks across the public, private and non-profit sectors to address complex economic development and workforce development challenges are positioned to maximize economic outcomes for businesses, workers, and residents. Effective economic development efforts rely on a strong basis of economic assets, infrastructure, and workers. Communities under economic distress from industry transitions often need to develop innovative ways to grow local economic opportunities. The most effective strategies better deploy local assets and increase the productivity of local firms and systems and better match the local workforce with local employment opportunities. This is in contrast with more costly practices of relying on attracting firms from outside the region by offering tax abatements or other publicly-funded incentives.

In parallel, workforce development efforts rely on a deep level of engagement and partnership with a range of employers and industry stakeholders where a clear path can be set to meet the human resources needs of local firms and the employment needs of dislocated workers. Integrating efforts between economic development and workforce development can reduce transaction costs, better connect the supply and demand sides of the labor market and allow for greater opportunities to create and fill high demand jobs more quickly than if the two efforts operated independently of each other.

High Quality Jobs and Worker Advancement: Workers and communities rely on the coal industry as a source of good jobs and economic prosperity. As such, the loss of these jobs is particularly impactful to local workers, who may find it challenging to find replacement jobs at an equivalent level. Therefore, this FFO seeks to fund economic development activities that prioritize the development of new and existing industries that maximize the growth potential of family-supporting jobs and careers, and workforce development activities that offer dislocated workers "career pathways" upon re-employment – clear steps to additional education and training directly linked to higher-skilled and better paying jobs within the relevant industry – and associated industry-recognized credentials that allow workers mobility and advancement.[9]

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[9] This principle does not include an expectation that new jobs created <u>must</u> have an equivalent or greater level of quality compared to the coal economy jobs lost – an unrealistic expectation in many labor markets in coal communities. This FFO also recognizes that the quality of jobs created in emerging industries is often evolving, and such industries typically do not yet have matured career pathways or skill standards. Applicants focused on emerging industries where these circumstances prevail should explain how their proposed strategies will create the conditions for increasing job quality and better defined pathways for worker advancement over the longer term (which may extend beyond the time frame of eligible funding).

Planning Foundation: This FFO seeks to fund implementation projects that are led by partnerships of organizations that have already undertaken economic[10] and workforce development strategic planning. More information about eligible applicants is included in section III of this FFO. The POWER Initiative recognizes that there exists a broad spectrum of economic development needs and capacity challenges throughout the country in the communities impacted by the coal economy contraction. As part of POWER's goal of addressing this issue for this implementation FFO, there *is* the expectation that applicants have already completed the necessary underlying planning activities for diversification and building economic resilience in coal-dependent communities. For those communities that have not completed a regional economic and workforce development plan, they can apply to EDA and other applicable POWER initiative agencies, for grants and technical assistance in preparing a plan, so they can participate in future rounds of the POWER initiative.

Strategy Implementation: This FFO leverages agency funds to help communities put those plans into action. In doing so, POWER funding agencies will focus on awarding grants to those communities with strong strategies for promoting new, regional economic growth and mobilizing a talented workforce base. These grants also focus on attracting and supporting those applicants that represent a strong and diverse coalition of local economic development organizations, local governments, regional planning organizations, labor unions, state and local workforce agencies, institutions of higher education and other job training and adult education providers, supportive services and human services providers, and other relevant economic and workforce development partners.

D. Participating Agencies

1. Primary Funding Agencies

EDA, ETA and SBA (collectively the Primary Funding Agencies) are each contributing funding for the POWER Initiative implementation FFO. Applicants will need to apply separately for each funding source they are interested in pursuing.

- EDA intends to invest up to $12.5 million in funds from the Economic Adjustment Assistance (EAA) Program.
- ETA intends to invest up to $20 million in National Dislocated Worker Grants (DWGs)[11] called the POWER DWGs; and
- SBA intends to invest up to $2.5 million over five years through their Regional Innovation Clusters program.

[10] If a partnership or region does not have a robust strategic plan in place in time to meet deadlines for the POWER FFO, applicants are encouraged to apply for EDA POWER Planning grants which provide federal support for planning around coal economy-related economic impacts. For additional information, applicants are encouraged to contact their regional EDA representative (http://www.eda.gov/contact/) and visit EDA's POWER website (http://www.eda.gov/POWER/).

[11] National Dislocated Worker Grants are authorized by the Workforce Innovation and Opportunity Act and replace National Emergency Grants effective July 1, 2015.

2. Regional Funding Partner

ARC (the Regional Funding Partner) is offering up to $500,000 of additional funding for POWER Initiative projects located within their region. In general, to be eligible for ARC funds, a POWER Initiative applicant must propose a project located within the ARC region and propose a distinct scope of work specifically for the funds requested from ARC. Applicants are not required to be located in a coal community to apply; however, projects must target coal communities. Please note that other eligibility conditions apply and the applicant must submit supplementary application materials directly to ARC. For complete eligibility and application information for ARC funding under the POWER Initiative, please carefully read Appendix D.

3. Other Participating Agencies

The POWER Initiative involves additional federal agencies and offices that will provide technical assistance, education, and outreach to winning applicants. A summary of how each federal agency and office plans to assist winning applicants can be found in Appendix E. The additional federal agencies and offices are the:

- Rural Business Cooperative Service, Department of Agriculture
- Department of Energy
- Office of Solid Waste and Emergency Response, Environmental Protection Agency
- Community Development Financial Institutions (CDFI) Fund, Department of Treasury
- SelectUSA, Department of Commerce
- Manufacturing Extension Partnerships, Department of Commerce
- Office of Surface Mining Reclamation and Enforcement, Department of Interior
- Corporation for National and Community Service

4. Applicant Engagement with Supporting Agencies

Recognizing the advantages that can accrue from leveraging the resources of the multiple federal agencies participating in the POWER Initiative, winning applicants will be able to identify and interact with participating agencies through a single point of contact drawn from one of those agencies, who in turn will coordinate with each participating agency at both national and regional levels to ensure that the winning applicant is maximizing available federal resources.

II. Award Information

A. How much funding is available from the Funding Agencies?

Awards will be made only to the extent that funds are available. EDA, ETA, SBA, or ARC will not be held responsible (collectively or individually) for application preparation costs. Publication of this FFO does not obligate EDA, ETA, SBA, or ARC (collectively or individually) to award any specific grant or cooperative agreement or to obligate all or any part of available funds.

The Primary Funding Agencies, subject to the availability of funds, are making the following sources of funds available under this FFO:

- **EDA** expects to make approximately $12.5 million available for the POWER Initiative to make investments in economic development activities leading to job creation, expanded markets, economic growth, and global competitiveness. EDA expects to make individual grant awards up to approximately $1 million. Although EDA expects to award grants, EDA may choose to make awards via cooperative agreements based on the anticipated amount of interaction needed between EDA and the recipient during the project period. *See* Appendix A for the full description and requirements for pursuing EDA funding.
- **ETA** expects to make up to $20 million available through a special National Emergency Grant offering called the POWER DWGs. ETA expects to make grant awards up to approximately $2 million. DWG funds can be used for planning and implementation activities relating to training and reemployment of dislocated workers directly aligned with a regional or local economic development plan. Applicants interested in applying for POWER DWG resources should follow the DWG application process here: website link. *See* Appendix B for the full description and requirements for pursuing ETA funding.
- **SBA** expects to make approximately $2.5 million available over five years, with an expected FY 2015 award of up to $500,000, for the POWER Initiative to strengthen regional cluster initiatives. SBA expects to make one Regional Innovation Cluster award in the first year with an option to extend funding over the next four years. *See* Appendix C for the full description and requirements for pursuing SBA funding.

The Regional Funding Partner, subject to the availability of funds, is making the following funds available under this FFO:

- **ARC** expects to make up to $500 thousand available through the Area Development Program. ARC expects to make individual grant awards up to $75,000 for each project located in their geographical area. These funds will be for activities including technical assistance, improving regional infrastructure, workforce development, equipment purchase, and/or other activities that address gaps or shortages in a region's industrial or entrepreneurial ecosystem. These funds will be made available through the Appalachian Area Development Program. *See* Appendix D for the full description and requirements for pursuing ARC funding.

B. What is the Funding Agency project period?

For each funding agency, the project period under this competitive solicitation is:

- **EDA**: The project period for economic development assistance from EDA under this FFO is expected to last up to three years (36 months). EDA expects that all projects will proceed efficiently, and prefers applicants with demonstrated capacity to implement investments expeditiously to accelerate positive economic impacts from this investment.
- **ETA:** The rolling application period is expected to last up to three years (36 months) or until funds are fully expended. The project period for ETA funds upon an award is expected to last up to three years (36 months).

- **SBA:** The project period for SBA funds is expected to last up to five years (60 months).
- **ARC**: The period of performance for the ARC funds is expected to last from one to three years (12 to 36 months).

III. Eligibility Information

Given the funding principles discussed in section I.C., applicants are expected to bring together new or existing partnerships of economic development and workforce development stakeholders to serve as the applicant team. All members of the applicant team are not required to be located in a coal community to apply; however, projects must target coal communities. An applicant team member that is eligible for multiple sources of funding may be the primary applicant, and recipient, of multiple awards provided the applicant meets all eligibility criteria for each program. Eligibility for each funding agency is detailed in the Attachments A, B, C and D.

A. What should an applicant team look like?

The POWER Initiative is not setting prescriptive parameters for how an applicant team is comprised. In order to be consistent with the funding principles and be most effective in addressing complex economic development and workforce development challenges, there are some key stakeholders that are routinely engaged in such activities (See Table A below for some examples). Also, depending on which source of funding each team is applying for, the lead applicant may need to be shifted to be compliant with each agency's funding requirements. For EDA and ARC there is <u>no mandatory primary applicant;</u> however, each applicant and co-applicant must be individually eligible for EDA assistance. However, ETA requires the State in collaboration with local Workforce Development Board(s) (formerly Workforce Investment Boards under WIA), or an entity eligible to receive funding under section 166 of WIOA serve as the lead applicant. For the SBA, there are no primary mandatory applicant requirements, beyond the requirement that the applicant must not be barred from contracting with the federal government and registered in the System for Award Management (SAM). To help explain the variability in how these teams can be constructed, the figure below includes notional primary and supporting partner types. Applicants are NOT expected to precisely follow this model as it is only an example.

Table A – Example Applicant Teams by Funding Agency

	EDA Applications	ETA Applications	SBA Applications	ARC Applications
Primary Applicant	Any organization listed below	State Workforce Agencies	Any organization listed below	Any organization listed below
Potential Partners	Workforce Investment Board Local Governments State Workforce/Labor Agency Institutions of Higher Education Other Economic/Workforce Development Orgs. Economic Development District	Workforce Investment Board Local Governments State Workforce Agency Institutions of Higher Education Other Economic/Workforce Development Orgs. Registered Apprenticeship Programs	Workforce Investment Board Local Governments Economic Development District Institutions of Higher Education Other Economic/Workforce Development Orgs. Economic Development Corporation	Workforce Investment Board Local Governments State Workforce/Labor Agency Institutions of Higher Education Other Economic/Workforce Development Orgs. Local Development District

An application for funding under this FFO must be submitted by an organization that is eligible, or a partnership of organizations that is collectively eligible and designates a lead applicant, to receive funding from the Primary Funding Agencies.

For example, the applicant team may consist of two or more organizations with one organization eligible to receive ETA funds and the other organization eligible to receive EDA funds, which submits separate applications for each funding source with a common "core" narrative as well as additional text satisfying any agency specific narrative requirements. For this reason it is critical that the applicant review the eligibility requirements for each funding agency to avoid inadvertent disqualification due to ineligible partners playing the lead applicant role. For further detail, please consult the eligibility criteria for each application listed below in Appendices A-D.

B. How Do I Know I'm in a Coal Economy Community?

A critical emphasis for this opportunity is the nexus between a proposed project and the impacts the community has experienced (or will experience based on an official notification, such as a utility's announcement that it will retire a coal-fired power plant or an employer's Worker Adjustment and Retraining Notice) related to the regional coal economy contractions.

Communities eligible for these implementation funds are those that have been impacted, or can reasonably demonstrate that they will be impacted, by coal mining and coal power plant employment loss (or layoffs in the manufacturing or transportation logistics supply chains of either). Instead of pre-defining geographies that are eligible, we welcome any application that can demonstrate the degree of economic distress/impact resulting from coal economy contractions (e.g., mine closures, power plant closures, etc.). Applicants will then need to demonstrate how the proposed project will mitigate those impacts through support for job-creating economic development in compatible industries[12] and/or other industries. Prospective applicants are encouraged to reference either the data available through government sources, such as the Mine Safety Health Administration[13] or through announcements of individual facility closures. **A description of the community's reliance on the coal economy and the related contractions plus any supporting data will be expected in the core project narrative.**

C. Variability in Funding Eligibility by Funding Agency

The table below summarizes some of the major distinctions between the funding eligibility requirements among the funding agencies:

Funding Agency	Eligible Applicants	Eligible Communities
EDA	1. District Organization; 2. Indian Tribe or a consortium of Indian Tribes; 3. State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; 4. Institution of higher education or a consortium of institutions of higher education; or 5. Public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State.[14]	Applicants must provide third-party data that clearly indicates that the relevant Region is subject to one (or more) of the following economic distress criteria: (i) an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point greater than the national average unemployment rate; (ii) per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income; or (iii) a "Special Need," as determined by EDA.[15] **Applicants will need to demonstrate a "nexus" with coal economy closures (including official announcements of future closures) for events since 2011.**

[12] "Compatible industries" are other industries that can utilize many of the same economic development assets and workers that were utilized in the industry that has contracted.
[13] http://www.msha.gov/OpenGovernmentData/DataSets/Mines.zip
[14] See section 3 of PWEDA (42 U.S.C. § 3122) and 13 C.F.R. § 300.3.
[15] See Appendix A, pages A-3 to A-5 for a detailed description of special need criteria. Also see section 301 of PWEDA (42 U.S.C. § 3161) and 13 C.F.R. § 301.3.

Funding Agency	Eligible Applicants	Eligible Communities
ETA	1. State workforce agency in partnership with local workforce development board responsible for administering Title I of the Workforce Investment Act/Workforce Innovation and Opportunity Act, i.e., Adult, Youth and Dislocated Worker Programs; or 2. An entity eligible to receive funding under the WIA/WIOA Section 166 Indian and Native American Program must serve as the lead applicants. If a state is the lead, they must include as partners local workforce development boards from affected communities, as relevant.	Local areas impacted by layoff events in the last 18 months. Special consideration can be given to events prior to 18 months on a case-by-case basis.
SBA	Educational institutions, public or private organizations and businesses, individuals, State and local governments, Indian tribes and lending and financial institutions and sureties that have the capability to provide the required business assistance.	Any community with a reliance on the coal economy.
ARC	1. Local Development Districts; 2. Indian Tribe or a consortium of Indian Tribes; 3. State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions; or 4. Institution of higher education or a consortium of institutions of higher education; or Public or private non-profit organization or association.	An ARC applicant must demonstrate that the primary beneficiary of their proposal is entirely located within one or more of the 420 officially designated Appalachian counties and has been impacted, or will imminently be impacted, by loss of employment from disruptions in coal-related supply chains, from the recent closure of a nearby coal mine or mines, or from the loss of a coal-fired electric generating unit.

IV. Application and Submission Information

A. How do I obtain an application package?

Applicants may access the application package for this competitive solicitation electronically at www.grants.gov (Grants.gov). *See* section IV of this FFO for detailed instructions on application submission. SBA solicitation materials are available through FedBizOpps.gov. ETA applications are available online at: http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=9195.

Applicants may also request paper application forms from the ETA Regional Office, EDA Regional Office, or SBA National Office.

B. Deadline for Receipt of Applications

The application deadline date depends on each funding agency's requirements. The application deadline for EDA and ARC funding is 60 days from the date of announcement of this FFO. ETA and SBA funding will be awarded on a rolling basis until funds are expended (and for up to three years in the case of ETA). Proposals for SBA's Regional Innovation Clusters Program contract solicitation will be accepted on a rolling basis after June 1st, 2015. The application deadlines and submission methods are summarized in the table below:

Agency	Submission Deadline	Submission Method
EDA	60 Days from announcement (July 10th , 2015)	Applicants have the option of submitting their application via CD, paper copy or electronically via Grants.gov. Paper and CD applications must be delivered to the address listed in Appendix A of this FFO by 5:00 p.m. Eastern Time. The deadline for receipt of applications through Grants.gov is July 10th, 2015 at 11:59 p.m. Eastern Time.
ETA	Rolling	Applicants will follow the existing DWG program application submission process. Please see Appendix B for details regarding submitting an ETA application.
SBA	Anticipated Deadline: July 10th , 2015	For the Regional Innovation Cluster program, Applicants will follow the instructions in the solicitation on FedBizOpps (FBO.gov)
ARC	60 Days from announcement (July 10th , 2015)	Applicants should submit applications via email to POWER15@arc.gov by 11:59 p.m. Eastern Daylight Time on July 10, 2015. Applications should be in Adobe Portable Document Format (.pdf). Alternatively, paper applications may be delivered to the address found at www.arc.gov/POWER by 5:00 p.m. Eastern Daylight Time on July 10, 2015.

The funding agencies will not accept any unsolicited changes, additions, revisions or deletions to applications after the closing date and time have passed.

This interagency FFO offers applicants the opportunity to prepare a "core" Project Narrative which can be used in all applications, with expanded discussion relevant to the requirements for that agency. *See* section IV.D. for more information.

C. How do applicants propose one project for multiple sources of funding?

Applicants should directly reference how requested resources from each agency would be integrated into the proposed project. As discussed in section 1.C of this FFO, the effort to integrate resources and align compatible activities into a singular vision is critical to making substantive advances in economic development. As a result, applicants for this opportunity are required to provide a Project Narrative that demonstrates how they're coordinating their economic and workforce development strategies toward meeting the goals of the POWER Initiative. However, an award for all sources of funding applied for is not guaranteed. Therefore, applicants should demonstrate their contingency options for the severability of each distinct aspect of the scope of work should one or more requested sources of funding not be awarded.

Applicants cannot use multiple funding sources available under this FFO to fund the same activities. Applicants must clearly demonstrate that funds will not overlap across activities. *See* Appendix A of this FFO for examples of activities that may be supported using EDA funds; *see* Appendix B of this FFO for examples of activities that may be supported using ETA funds; *see* Appendix C of this FFO for examples of activities that may be supported using SBA funds; and *see* Appendix D of this FFO for examples of activities that may be supported using ARC funds.

The following is an example of how organizations could partner to propose one project with distinct scopes of work funded by the Primary and Regional Funding Agencies.

- **EDA Scope of Work Example**: A partnership of NGOs, economic development organizations, local workforce agencies, and a local university or community college located near a recently closed coal mine had determined through their strategic planning efforts that a pivotal step for the region's economic growth is to focus on supporting business start-ups in information technology. An EDA grant is used to renovate an existing, publicly-owned facility to be a technology-focused small business incubator. The business incubator includes high-speed internet connectivity, shared network equipment services, and meeting rooms.
- **ETA Scope of Work Example:** The same group of partners plus participation from the K-12 school district, local labor organizations, and other relevant stakeholders could apply to the POWER DWG under the leadership of the state workforce agency and with local workforce development boards, to partner with the university or community college to implement a training program, for IT-related occupations where labor market analysis shows unmet demand from regional employers across multiple sectors. Funds could be used to cover tuition and related books and materials, certification or credential exams, and costs for career counseling and supportive services such as transportation and work-related equipment or tools for

several cohorts of classes. The program could also include a work-based training component where students participate in on-the-job activities that could include paid internships, on-the-job training, or Registered Apprenticeships.

- **SBA Scope of Work Example**: Within the same group of partners, SBA Regional Innovation Cluster funding could be used to bolster an information technology cluster initiative. Funds could be used to organize a series of showcasing events for early stage information technology companies to introduce their business models to potential larger industry partners. Concurrently, funds could be used to provide proposal writing assistance to a team of information technology companies competing for a federal IT contract. Within the same scenario, SBA funding could be used to provide an emerging IT company with commercialization assistance in an effort to secure a Phase 1 Small Business Innovation Research (SBIR) grant to expedite the market-readiness of a new software development technology.
- **ARC Scope of Work Example**: In this example, the higher education partner could apply for additional ARC funding for the purchase of training or enterprise software, audio/visual equipment, enabling costs such as childcare and transportation for enrolled trainees, cost associated with connecting the classroom with broadband Internet access, or in some cases, e.g., when there is a firm commitment from the applicant to sustain the program after the grant funding has ceased, first-year operations of the program including personnel costs. Additionally, ARC funds could be used for a youth and/or student entrepreneurship component for the EDA-funded business incubator.

D. Common Requirements for Application Content

Applications that do not contain all required forms listed in the appendices, or that fail to adhere to the instructions in this FFO, will be considered non-responsive and will not be considered for funding. Additional application materials not requested under this FFO will not be reviewed or evaluated. Specific application guidelines for length and style parameters are included in Appendices A-D.

Applicants are advised to carefully read the instructions contained in this FFO and in all forms contained in the application package. It is the sole responsibility of each applicant to ensure that a complete application package is received.

1. Common Application Content

While separate applications are required to be submitted to each funding agency from which the applicant team requests funding, a single "core" project narrative is necessary across all funding agencies. The core project narrative will, where an applicant is applying for more than one federal funding source, provide an overview of the applicant's project goals, expected impacts and funding request and a description of how funding from multiple agencies would assist the applicant in reaching their desired impact. To reduce the burden on applicants, the core project narrative will be accepted by all funding agencies in their applications, with necessary elaboration for agency-specific requirements.

Core Project Narrative Requirements (please see below for detailed descriptions of each section and Table B for an overview):

The Core Project Narrative should include:

1) A description of the qualifying event and its impact on the community
   a) This would include any layoff events, announced future layoffs, economic impacts from coal economy contractions, and descriptions of how the community has been impacted, or can reasonably demonstrate that they will be impacted, by coal economy employment losses. Economic indicators, labor market analyses, official announcements, demographic, and industry data are strong sources of data to demonstrate these impacts.
   b) Applicants are encouraged to provide data (median income, coal mine closures, etc.) from federal sources such as the Bureau of Labor Statistics, the Energy Information Administration, or DOL (http://www.msha.gov/OpenGovernmentData/OGIMSHA.asp). All sources of information, however, will be considered as part of the application. Please note that regions are areas are defined by their economic and spatial relationships, which need not be contiguous or defined by political boundaries that are capable of undertaking self-sustained economic and workforce development.
2) A project summary and description of integrated approach of economic and workforce development activities
   a) A discussion of the overall project and specific discussion of economic and workforce development activities.
   b) A discussion of how the economic and workforce development activities described are going to be integrated in a complementary manner and how the project is consistent with the other "Funding Principles" summarized in Section I.C.
   c) A discussion of how each federal funding source would be utilized, and how any existing federal, state, local, and/or private resources/capacity would be leveraged.
   d) If the applicant is *only* pursuing funding for economic development assistance the narrative should include a full explanation of how workforce development efforts are going to be integrated and are already resourced *(vice versa for requests for only workforce development funding).*
   e) An overview of the applicant's funding requests to all funding agencies including an overview budget (more detailed budgets will be required for each individual application for funding requested by each funding agency).
3) A description of connectedness with existing planning efforts
   a) It is critical to demonstrate how the project proposed is the implementation of an existing planning effort. Eligible economic development plans will include Comprehensive Economic Development Strategies (CEDS) that address economic diversification needs or other equivalent regional economic development plans. Eligible workforce development plans will include regional and/or state-wide strategies for addressing workforce shortfalls that are compatible with applicable economic development plans. A copy of the plan(s) referenced will need to be included in the application package.
   b) A description of the region's economic diversification goals and how the project will help bring the region closer to those goals.
4) A description of the regional economic and workforce development partnership
   a) A discussion of what resources and capabilities each partner brings to the project and how they will functionally align, leverage and execute their collective efforts in the implementation of this project.
   b) Applicants should describe any additional (existing) federal or state resources (grants, loans, etc.) that would complement activities described in the project and how their effectiveness would be amplified.

c) Applicants are invited to demonstrate the region's, or partnership's, effectiveness in using federal funds by providing documentation regarding ongoing or prior completed federally funded projects.

The Agency-Specific Project Narrative should include:

The applicant will need to be responsive to the unique requirements of those funds for which the applicant is pursuing. Some examples will include but not be limited to: detailed scopes of work for agency funds, descriptions of key personnel, and specific plans for services delivered. See Appendices A-D for each agency's specific requirements.

Table B: Project Narrative Structure Overview

Core Project Narrative - Common for All POWER Applications	Relevance to Coal Economy Impacts/Event + Project Summary and Integration Approach + Economic Development Activities + Workforce Development Activities + Connectedness with Existing Planning Efforts + Partnerships Engaged in Project
Agency-Specific Narrative	Additional detail required by each individual funding agency

V. Application Review Information

Throughout the review and selection process, each funding agency reserves the right to seek clarification in writing from applicants whose applications are being reviewed and considered. The funding agency may ask applicants to clarify application materials, objectives, and work plans, or modify budgets or other specifics necessary to comply with Federal requirements.

A. Technical Review

Each funding agency will conduct their own initial review of applications submitted and received by the deadline stated in Section IV.B. of this FFO. Each funding agency will conduct an independent responsiveness review to ensure compliance with its agency-specific requirements. This review will determine if the application satisfies: (a) all requirements for a complete submission (including all required forms, documentation of cost share or matching funds, and addenda to the Proposal); (b) agency-specific eligibility criteria (listed by agency in Section III of this FFO); and (c) agency-specific requirements for permitted activities. Applications determined to be ineligible, incomplete, and/or non-responsive will be eliminated from further review. Upon

completion of the technical review, applications that are determined to be eligible, complete, and responsive by the respective funding agency will proceed to full merit reviews in accordance with the following review and selection processes.

B. Common Evaluation Criteria

Each funding agency will conduct its own technical and merit reviews to determine its funding decisions. However, it is the express intent of the POWER Initiative that the merit review processes be coordinated and integrated where plausible among funding agencies from which funds are sought. To enable that integration, the funding agencies will give consideration to the following evaluation factors in conducting their internal reviews:

- *Relative Viability of Project and Applicant Team*
    - The comparative ability of the applicant and the proposed project to realistically achieve the desired results and catalyze additional resources;
    - The ability of a project to start quickly, support the creation of high quality jobs, and assist workers;
    - The robustness of the regional partnership involved in developing and implementing the project;
    - The comparative financial or management capability of the applicant;
    - The applicant's performance under previous Federal financial assistance awards, including whether the grantee submitted required performance reports and data;
- *Economic Impact*
    - The strength of the nexus between the proposed project and the economic impacts of contractions in the coal economy;
    - The relative economic distress of the region;
- *Relative Strength of Economic and Workforce Development Integration*
    - The demonstrated coordination between the project's economic development and workforce development efforts;
    - The extent to which the application meets the overall funding principles of section 1.C of this FFO;
    - The extent to which the project will enable the community/region to become more diversified and more economically prosperous and dislocated workers served by the project regain family supporting jobs and careers through reemployment;
- *Relative Strength of Connectedness with Existing Plans and Strategies*
    - The connectedness of the project with an existing CEDS or equivalent economic development and/or workforce development strategies.

All internal agency reviews (technical and merit) will be conducted separately by EDA, SBA, ARC, and ETA. Those reviews will be coordinated among the funding agencies and will be augmented by subject matter experts from each funding agency. Further interagency review will be conducted of applications with grant funding requests of multiple agencies through interagency review panels. Panels will include government representatives of each funding agency, excluding SBA which will maintain its procurement process in accordance with the Federal Acquisition Regulations (FAR). Additional coordination among funding agencies will be conducted, when necessary, to explore the synergies proposed by the applicant through the leveraging of separate federal funding streams. Based on their evaluation, the interagency panel will prepare a

recommendation to augment individual agency merit review recommendations to each funding agency selecting official.

C. Agency Selection Process

Selecting officials are authorized to make the final decision on whether to fund an application. In accordance with each agency's distinct regulatory requirements, the selecting officials vary. The selecting officials for the POWER Initiative are:

- EDA's selecting official is the Regional Director in each of EDA's six regional offices, who will review award recommendations and select EDA awardees for their respective region.
- ARC's selecting officials are the ARC federal and state Co-chairs.
- ETA's selecting official is the designated ETA Grants Officer.
- SBA's selecting official is the designated Contracting Officer for the Regional Innovation Cluster Program.

Funding agencies reserve the right to negotiate the budget costs with the applicants that have been selected to receive awards, which may include requesting that the applicant remove certain costs. Additionally, funding agencies may request that the applicant modify objectives or work plans and provide supplemental information. Funding agencies also reserve the right to reject an application where information is uncovered that raises a reasonable doubt as to the responsibility of the applicant. Funding agencies may select part, some, all, or none of the applications. The final approval of selected applications and issuance of awards will be by the funding agencies' Selecting Official or Officials. The award decisions of the funding agencies' Selecting Official or Officials are final.

Notifications for award will be made in accordance with that funding agency's grant announcement procedures. For projects that receive awards from more than one funding source, the grant award notification will be coordinated among those funding agencies to ensure consistency of expectations and communications.

Appendix A: Economic Development Administration (EDA) Economic Adjustment Assistance (EAA) FFO

I. Funding Opportunity Description

A. Agency Overview

EDA's programs provide economically distressed communities and regions with comprehensive and flexible resources to address a wide variety of economic needs, and are designed to lead to the creation and retention of jobs and increased private investment. EDA's programs support local and regional economic development efforts to establish a foundation for vibrant economies throughout the United States. Through these programs, EDA supports bottom-up strategies that build on regional assets to spur economic growth and resiliency. EDA encourages its grantees throughout the country to develop initiatives that present new ideas and creative approaches to advance economic prosperity in distressed communities.

B. EDA Investment Priorities

Through the competitive grant process outlined in this funding opportunity, all proposed projects are evaluated to determine the extent to which they align with EDA's investment priorities, create or retain high-quality jobs, leverage public and private resources, demonstrate the ability to start the proposed project promptly and use funds quickly and effectively, and provide a clear scope of work and specific, measureable outcomes.

EDA's investment priorities are designed to provide an overarching framework to guide the agency's investment portfolio to ensure its investments have the greatest impact. Competitive applications will be responsive to the evaluation criteria listed in section V.A.2 of this FFO, and will align with at least one of the following investment priorities:

1. **Collaborative Regional Innovation**
   Projects that support the development and growth of innovation clusters[1] based on existing Regional competitive strengths. Such initiatives must engage relevant stakeholders; facilitate collaboration among urban, suburban, and rural (including tribal) areas; provide stability for economic development through long-term intergovernmental and public/private collaboration; and support the growth of existing and emerging industries.

2. **Public/Private Partnerships**
   Projects that use both public- and private-sector resources and leverage complementary investments by other government/public entities and/or nonprofits.

[1] EDA defines clusters as geographic concentrations of firms, workers and industries that do business with each other and have common needs for talent, technology, and infrastructure. Clusters are essentially networks of similar, synergistic, or complementary entities that are engaged in or with a particular industry sector; have active channels for business transactions and communication; share specialized infrastructure, labor markets, and services; and leverage the region's unique competitive strengths to stimulate innovation and create jobs. Clusters may cross municipal, county, and other jurisdictional boundaries.

3. **National Strategic Priorities**
   Projects that encourage job growth and business expansion in clean energy; green technologies; sustainable manufacturing; information technology infrastructure (for example, broadband or smart grid); communities severely impacted by automotive industry restructuring; natural disaster mitigation and resiliency; access to capital for small- and medium-sized and ethnically diverse enterprises; and innovations in science, health care, and alternative fuel technologies.

   Under this FFO, EDA especially encourages projects that support increasing manufacturing, including advanced manufacturing, manufacturing supply chains and foreign direct investment in manufacturing facilities; projects that assist communities severely impacted by the declining use of coal; projects aimed at restoring or improving urban waters; projects that increase resiliency to the effects of climate change; and projects that advance science and research parks or other technology transfer or commercialization centers.

4. **Global Competitiveness**
   Projects that support high-growth businesses and innovation-based entrepreneurs to expand and compete in global markets, especially investments that expand U.S. exports, encourage foreign direct investment, and promote the repatriation of jobs back to the U.S.

5. **Environmentally-Sustainable Development**
   Projects that promote job creation and economic prosperity through enhancing environmental quality and developing and implementing green products, processes, places, and buildings as part of the green economy. This includes support for energy-efficient green technologies. Additional information is available on EDA's website at http://www.eda.gov/pdf/GreenGrowthOverview.pdf.

6. **Economically Distressed and Underserved Communities**
   Projects that strengthen communities that have suffered disproportionate economic distress and job losses and/or are rebuilding to become more competitive in the global economy.

C. **EDA Program Information**

This section provides detailed information on the Economic Adjustment Assistance (EAA) program, which will provide funding for FY 2015 POWER grants. Additional information about EDA's programs, including information about the eligibility of specific kinds of projects, is available through EDA's economic development representatives at the regional offices. EDA's representatives provide technical assistance to prospective applicants to assist in proposal development and application submission. Applicants are ***strongly encouraged*** to contact the EDA representative listed for their applicable state in section VIII. of this Appendix to clarify technical matters involving their proposed project (especially business incubator projects), its alignment with EDA's mission and investment priorities, and all other relevant publicly available information relating to technical matters before submitting an application to EDA.

1. **Economic Adjustment Assistance**[2]

Through the EAA program, EDA provides investments that support a wide range of construction and non-construction activities (including infrastructure, design and engineering, technical assistance, economic recovery strategies, and capitalization or re-capitalization of Revolving Loan Fund (RLF) projects) in regions experiencing severe economic dislocations that may occur suddenly or over time. EDA utilizes EAA investments to provide resources that help communities experiencing or anticipating economic dislocations to plan and implement specific solutions to leverage their existing regional economic advantages to support economic development and job creation. EAA investments are designed to help communities catalyze public-private partnerships to foster collaboration, attract investment, create jobs, and foster economic resiliency and prosperity. For example, EDA might provide funding to a university or community college to create and launch an economic diversification strategy to promote and enhance the growth of emerging industries in a region facing job losses due to a decline in the region's coal industry. As another example, EDA might provide funding to a city to support the construction of a publically-owned multi-tenant business and industrial facility to house early-stage businesses. Planning assistance is also permitted under this opportunity; however, the planning involved should be clearly demonstrated as implementing existing economic development strategies for adapting the region to contractions in the coal economy.

2. **Statutory authority for EDA's programs**

The statutory authority for the EAA program is listed in section 209 (42 U.S.C. § 3149) of PWEDA.

Applicant eligibility and program requirements are set forth in EDA's regulations (codified at 13 C.F.R. chapter III) and all applicants must address these requirements in their applications. Specific program requirements for the EAA program are set forth at 13 C.F.R. part 307.

II. Award information

Award information can be found in Section II of the POWER FFO.

III. Eligibility Information

A. **Eligible Applicants**

Eligible applicant information for EDA can be found in Section III.C of the POWER FFO. EDA is not authorized to provide grants or cooperative agreements to individuals or for-profit entities under PWEDA, and such requests will not be considered for funding.

B. **EDA Economic Distress Criteria**

In order to be eligible for EDA funding under this FFO, an applicant must propose a project located in a Region that meets EDA's distress criteria, in addition to other POWER eligibility criteria, as of the date EDA receives the application. Applicants must provide third-

[2] CFDA No. 11.307. The regulations implementing the EAA program may be found at 13 C.F.R. part 307.

party data that clearly indicates that the relevant Region is subject to one (or more) of the following economic distress criteria: (i) an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point greater than the national average unemployment rate; (ii) per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income; or (iii) a "Special Need," as determined by EDA.[3]

EDA will review and evaluate documentation submitted by the applicant to determine eligibility. EDA will reject any documentation of eligibility that the agency determines is inaccurate or incomplete, which may cause the application to be rejected. In cases where EDA receives an application six months or more before the time of award, EDA will re-evaluate the project to determine continued eligibility for investment assistance before making an award.

To determine eligibility, an applicant must define their Region in one of the following three ways:

a. The Region where the proposed project will be located;
b. If the proposed project is located in an Economic Development District that is located in a Region that doesn't meet EDA's economic distress criteria, the geographic area where substantial direct project-related benefits will occur; or
c. The geographic area of poverty or high unemployment where the proposed project will be located.

See also 13 C.F.R. § 301.3(a).

To determine eligibility, applicants must self-define the appropriate geographical area that constitutes their Region. For construction projects (including design and engineering) the project must be located within an eligible Region. For non-construction projects, the investment's scope of work must primarily benefit an eligible Region and stakeholders from that eligible Region must be directly engaged. EDA suggests that applicants work closely with their Regional Office as they define an eligible project in their Region.

1. **Unemployment Rate & Per Capita Income**

   For economic distress levels based on the unemployment rate or per capita income requirements, EDA will base its determination upon the most recent American Community Survey (ACS) data published by the U.S. Census Bureau. If recent ACS data are not available to determine project eligibility, EDA will base its decision on the most recent Federal data from other sources (e.g., data available from the U.S. Census Bureau and the Bureaus of Economic Analysis, Labor Statistics, and Indian Affairs). If no Federal data are available, an applicant must submit to EDA the most recent data available from the government of the State in which the region is located (i.e., conducted by or at the direction of the State government).[4]

[3] See section 301 of PWEDA (42 U.S.C. § 3161) and 13 C.F.R. § 301.3.
[4] See section 301 of PWEDA (42 U.S.C. § 3161) and 13 C.F.R. § 301.3.

2. **"Special Need" Criteria**

For the purposes of determining eligibility based on a "Special Need", an applicant must provide current and appropriate economic and demographic statistics for the applicable Region to support the identified "Special Need." EDA will base its determination of eligibility for "Special Need" on whether the proposed project meets the specific requirements outlined below, or in cases where specific thresholds are not identified, on whether the data and information provided by the applicant presents a compelling case that the Region meets the "Special Need" criteria, as defined by EDA.

A project may be eligible pursuant to a "Special Need" if the project is located in a Region that meets one or more of the criteria described below[5]:

a. Closure or restructuring of industries or the loss of a major employer essential to the Regional economy as defined by:
   i. an actual closure or restructuring of a firm (including coal mines, coal-fired power plants or other businesses strongly integrated within the coal economy) since 2011 prior to application submission, resulting in sudden job losses and meeting the dislocation criteria in a.iii. below; or
   ii. a threat of closure that results from a public announcement of a closure or restructuring of a firm expected to occur within two years of application submission; AND
   iii. such actual or threatened closure results in sudden job losses meeting the following dislocation criteria:
      1. For Regions with a population of at least 100,000, the actual or threatened dislocation is 500 jobs, or one percent of the civilian labor force (CLF), whichever is less.
      2. For Regions with a population up to 100,000, the actual or threatened dislocation is 200 jobs, or one percent of the CLF, whichever is less.
b. Substantial out-migration or population loss.
c. Underemployment, meaning employment of workers at less than full-time or at less skilled tasks than their training or abilities permit.
d. Military base closures or realignments, defense contractor reductions-in-force, or Department of Energy defense-related funding reductions.
   i. A military base closure refers to a military base that was closed or is scheduled for closure, realignment, or growth pursuant to the base closure and realignment process or other Department of Defense (DOD) process. Unless further extended by the Assistant Secretary for Economic Development, the Region is eligible from the date of DOD's recommendation for closure, realignment, or growth until five years after the actual date of closing of the installation or five years after the announced realignment or growth actually occurs.

[5] The following criteria are published in accordance with 13 C.F.R. *§* 301.3(a)(l)(iii) and define what may constitute a "Special Need" (as defined in 13 C.F.R. *§* 300.3) sufficient to make a project eligible for Economic Adjustment investment assistance, as described in section III.B. of this announcement.

ii. A defense contractor reduction-in-force refers to a defense contractor(s) experiencing defense contract cancellations or reductions resulting from official DOD announcements that have aggregate value of at least $10 million per year. Actual dislocations must have occurred within one year of the date an application is submitted to EDA and threatened dislocations must be anticipated to occur within two years of application to EDA. Defense contracts that expire in the normal course of business will not be considered to meet this criterion.

iii. A Department of Energy defense-related funding reduction refers to a Department of Energy facility that has experienced or will experience a reduction of employment resulting from its defense mission change. The Region is eligible from the date of the Department of Energy announcement of reductions until five years after the actual date of reduced operations at the installation.

e. Natural or other major disasters or emergencies. Unless further extended by the Assistant Secretary for Economic Development, a Region that has received one of the following disaster declarations is eligible and the applicant may apply for EDA assistance for a period of 18 months after the date of declaration:

i. A Presidentially Declared Disaster (declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S.C. § 5121 *et seq*.)); or

ii. A Federally declared disaster (pursuant to the Magnuson-Stevens Fishery Conservation and Management Act, as amended (16 U.S.C. § 1861a(a)); the Consolidated Farm and Rural Development Act, as amended (7 U.S.C. § 1961); or the Small Business Act, as amended (Pub. L. No. 85-536, 15 U.S.C. § 631 *et seq*., 72 Stat. 384 (1958)).

f. Extraordinary depletion of natural resources or other impact attributable to a new or revised Federal regulation or policy that will have a significant impact on a community's ability to prevent an extraordinary depletion of natural resources. For example, in the case of a Federal fishing regulation designed to promote and sustain a community and its fishery in the long-term, EDA could quickly help a coastal community respond to any short-term economic dislocations.

g. Communities undergoing transition of their economic base as a result of changing trade patterns, for example, an area certified as eligible by the North American Development Bank (NADBank) Program or the Community Adjustment and Investment Program (CAIP).

h. Designation of the project region as a "Promise Zone." In order to receive consideration for this Special Need, applicants must submit a letter from the lead organization of a designated Promise Zone attesting to the contribution that the proposed activities would make, and supporting the application. A list of designated Promise Zones and lead organizations can be found at www.hud.gov/promisezones.

i. Other Special Need. The area is experiencing other special or extraordinary economic adjustment needs, as determined by the Assistant Secretary for Economic Development.

C. **Cost Sharing or Matching**

Generally, the amount of an EDA award may not exceed 50 percent of the total cost of the project. Projects may receive an additional amount that may not exceed up to 30 percent of the total project cost, based on the relative needs of the Region in which the project will be located, as determined by EDA.

In general, EDA's maximum investment rate (percent of the total project cost) is determined by the average per capita income or unemployment rate of the region in which the project is located, as outlined in Table 1 below:[6]

TABLE 1

Projects located in regions in which:	**Maximum allowable investment rates (percentage of total project cost)**
(A) The 24-month unemployment rate is at least 225% of the national average; or	80
(B) The per capita income is not more than 50% of the national average.	80
(C) The 24-month unemployment rate is at least 200% of the national average; or	70
(D) The per capita income is not more than 60% of the national average.	70
(E) The 24-month unemployment rate is at least 175% of the national average; or	60
(F) The per capita income is not more than 65% of the national average.	60
(G) The 24-month unemployment rate is at least 1 percentage point greater than the national average; or	50
(H) The per capita income is not more than 80% of the national average.	50

For projects subject to a Special Need, as outlined in section III.B.2 above, EDA will determine the maximum allowable investment rate, not to exceed 80 percent of the total project cost, based on the actual or threatened overall economic situation of the region in which the project is located.

[6] See section 204(a) of PWEDA (42 U.S.C. § 3144) and 13 C.F.R. § 301.4(b)(1).

In addition, the Secretary of Commerce has delegated to the Assistant Secretary for Economic Development the discretion to establish a maximum EDA investment rate of up to 100 percent of the total project cost to a: (i) State (or political subdivision of a State) that the Assistant Secretary for Economic Development determines has exhausted its effective taxing and borrowing capacity, or (ii) a non-profit organization that the Assistant Secretary for Economic Development determines has exhausted its effective borrowing capacity.[7] Additionally, EDA's regulations provide discretion to establish a maximum EDA investment rate of up to 100 percent for projects of Indian Tribes.[8]

Potential applicants should contact the appropriate EDA regional office identified in section VIII. of this Appendix to obtain additional information regarding these EDA investment rate determinations.

In the application review process, EDA will consider the nature of the contribution (cash or in-kind) and the amount of the matching share funds. In-kind contributions may provide the required non-Federal share of the total project cost and can consist of contributions directly related to the proposed project, such as space, equipment, services, or forgiveness or assumptions of debt.[9] Funds from other Federal financial assistance awards may be considered matching share funds only if authorized by statute, which may be determined by EDA's reasonable interpretation of the statute.[10]

EDA will fairly evaluate all in-kind contributions, which must be eligible project costs and meet applicable Federal cost principles and uniform administrative requirements. The applicant must show that the matching share will: (i) be committed to the project for the project period, (ii) be available as needed, and (iii) not be conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance.[11]

Applicants are ***strongly encouraged*** to work with the appropriate EDA representative listed in section VIII. of this Appendix to clarify publicly available information relating to the technical matter of determining how in-kind contributions can be utilized to satisfy the matching share requirement for their respective project concept and application. Documentation of matching share is required at the time of application.

IV. Application and Submission Information

A. How to Obtain an Application Package

An applicant may obtain the appropriate application package electronically at www.grants.gov (Grants.gov). Applicants may search for this funding opportunity on Grants.gov using Funding Opportunity Number "POWER2015". All components of the appropriate application package may be accessed and downloaded (in a screen-fillable format) at http://www.grants.gov/applicants/apply_for_grants.jsp. The preferred electronic file format for

[7] See sections 204(c)(l) and (2) of PWEDA (42 U.S.C. § 3144) and 13 C.F.R. § 301.4(b)(5).
[8] See 13 C.F.R. § 301.4(b)(5).
[9] See section 204(b) of PWEDA (42 U.S.C. § 3144).
[10] See the definition of "Local Share or Matching Share" at 13 C.F.R. § 300.3.
[11] See 13 C.F.R. § 301.5.

attachments is Adobe portable document format (PDF); however, EDA will accept electronic files in Microsoft Word, WordPerfect, or Microsoft Excel. *Applicants are advised that they must complete the registration process prior to submitting an application through Grants.gov; however, please note that registration is not required for an applicant to access, view, or download the application package*. Even though an applicant may be able to view and download an application, if the applicant has not correctly completed the Grants.gov registration process, the applicant will not be able to submit the application for EDA's review. Alternatively, an applicant eligible for assistance under this announcement may request a paper application package by contacting the applicable EDA regional office listed under section VIII. of this Appendix.

B. **Content and Form of Application Submission**

1. **What is required for a complete application?**[12]

In order to be considered for funding, applicants must submit a complete application package that includes all required documents outlined in section a. below, as well as all required documents in either section b. or section c. below, depending on the type of project the applicant is proposing (construction or non-construction), by the applicable funding deadline. Applicants proposing both construction and non-construction elements should follow instructions for submitting a construction application. All documentation and data submitted as part of the application package should be current and applicable.

For applications submitted through Grants.gov, all application forms must be signed electronically by an Authorized Organizational Representative (AOR); please see section IX. of this Appendix for information on AOR requirements. Paper applications must include original signatures of an authorized official of the applicant. Please refer to important information on submitting your application provided in section IV.D. of this Appendix.

a. **Applications for all types of EDA assistance** must include the following documents:

i. One **Form ED-900** (Application for Investment Assistance) (OMB Control Number 0610-0094) and accompanying supporting documentation. One complete form per project is required. Please read the information in section IV.B.2. below carefully for important instructions on required topics that must be included in Form ED-900 and the related Project Narrative.

ii. One **Form SF-424** (Application for Federal Assistance) (OMB Control Number 4040-0004) from each co-applicant, as applicable.

iii. One **Form CD-511** (Certification Regarding Lobbying) from each co-applicant, as applicable.

[12] In the event of discrepancies between the Form ED-900 (Application for Federal Assistance) and this FFO, the requirements for a complete application as stated in this FFO will prevail.

iv. One **Form SF-LLL** (Disclosure of Lobbying Activities) (OMB Control Number 0348-0046) from each co-applicant, as applicable.

v. **Documentation confirming non-EDA (matching or cost share) funding**, for example letters of commitment and other documentation, as necessary. For example, if bonds are contemplated as match, counsel opinion of the applicant's bonding authority and eligibility of the bonds for use as match, along with full disclosure of the type of bonds and the schedule of the applicant's intended bond issue, are required. Please contact the applicable EDA representative listed in section VIII. of this Appendix with questions regarding this requirement. See also section A.9. of Form ED-900.

vi. If the applicant or co-applicant is a non-profit, a copy of the (1) Certificate of good standing from the State in which the non-profit organization is incorporated; (2) non-profit organization's current Articles of Incorporation or other formation documents, as applicable; (3) By-Laws; and (4) resolution (or letter) from a general purpose subdivision of State government acknowledging that the non-profit organization is acting in cooperation with officials of that political subdivision (*see* 13 C.F.R. § 301.2).

vii. **Comments from the State Clearinghouse** to comply with Executive Order 12372, "Intergovernmental Review of Federal Programs," if applicable. If the comment period has not expired or comments were not received, a copy of the applicant's request for comments is sufficient; however, in that instance, the final determination will be required prior to award. Detailed information on the State Clearinghouse process can be accessed at http://www.whitehouse.gov/omb/grants_spoc.

b. **Applications for EDA construction assistance (including design and engineering assistance)** must include the following documentation in addition to the documents outlined in section a. above:

i. One **Form SF-424C** (Budget Information-Construction Programs) (OMB Control Number 4040-0008) per project.

ii. One **Form SF-424D** (Assurances-Construction Programs) (OMB Control Number 4040-0009) from each co-applicant, as applicable.

iii. **Maps of the project site** (U.S. Geological Survey (USGS) map(s) and Federal Emergency Management Agency (FEMA) floodplain map(s)) with project components and beneficiaries noted (see section A.2. of Form ED-900), as applicable.

iv. **Letters of commitment and assurances of compliance** (Exhibit A to Form ED-900) from beneficiaries of the proposed project identified in section B.5. of Form ED-900.

v. **Comments from the metropolitan area review/clearinghouse agency**, if applicable. If the comment period has not expired or comments were not received, a copy of the applicant's request for comments is sufficient (see section M.l. of Form ED-900); however, in that instance, the final determination will be required prior to award.

vi. **A preliminary engineering report**, the requirements for which are listed in section M.3. of Form ED-900; special formatting of the report is not required. For additional guidance on preparing a preliminary engineering report, please contact the applicable EDA representative listed in section VIII of this Appendix.

vii. **An environmental narrative** that will enable EDA to comply with its National Environmental Policy Act (NEPA) responsibilities. An environmental narrative outline that details required components may be accessed on EDA's website at http://www.eda.gov/files/012_Environmental_Narrative_Template.zip. Please note that the environmental narrative required for a complete application does not need to include all applicable approvals at the time of submission. Applicants must include the Applicant's Certification Clause to the environmental narrative signed by each co-applicant, as applicable.

viii. **Copies of any existing correspondence with or sign-offs/approvals from other agencies** with respect to the project, such as the U.S. Army Corps of Engineers, the U.S. Fish and Wildlife Service, or the State or Tribal Historic Preservation Officer, if applicable. Please note that an applicant will not be required to submit all required sign-offs/approvals by a funding deadline for an application to be considered complete. If the application does not include sign-offs/approvals from appropriate agencies and EDA subsequently determines that these are required, the applicant will be required to obtain them before EDA will approve an award. For additional information about this requirement, please contact the applicable Regional Environmental Protection Specialist listed in section VIII. of this Appendix.

ix. **Copies of any other environmental studies** that have already been completed for the project site, if available.

c. **Applications for EDA non-construction assistance** must also include the following documentation in addition to the documents outlined in section a. above:

i. One **Form SF-424A** (Budget Information-Non-Construction Programs) (OMB Control Number 4040-0006). One form per project is required.

ii. One **Form SF-424 B** (Assurances-Non-Construction Programs) (OMB Control Number 4040-0007) from each co-applicant, as applicable.

iii. If the project is to support the capitalization of a Revolving Loan Fund (RLF) or the re-capitalization of an existing RLF, the application must include an RLF Plan for the RLF's financial management. **See EDA's regulation at 13 C.F.R. § 307.9 and section L of Form ED-900.**

All but one (i.e., CD-511) of the forms listed above contains collections of information subject to the Paperwork Reduction Act (PRA) and approved by the Office of Management and Budget (OMB). Notwithstanding any other provision of law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the PRA unless that collection of information displays a currently valid OMB Control Number.

2. **Content of Form ED-900 and Instructions for Submitting a Complete Application**

This section provides detailed instructions on how to complete the Form ED-900, which is divided into lettered sections that correspond to the regulatory and application requirements for various EDA programs. Applicants must select the EAA program on the first page of section A of the form; applicants are strongly advised to carefully select the appropriate box as the form. Once the selection is made, the correct sections and exhibits required for a complete application under that program will automatically populate in the form.

An application that does not have all of the required Form ED-900 sections completed and supplemental documentation included may be considered incomplete. EDA, in its sole discretion, may accept an application that is missing non-substantive information if such errors can be easily rectified.

The following table details the sections and exhibits in Form ED-900 that the applicant must complete, as well as the required supporting documentation. Applicants for federal financial assistance are not required to submit "Name Check" form (Form CD-346). Please do not submit Form CD-346 as its use has been discontinued by DOC.

EDA Program	Required Form ED-900 Sections
Economic Adjustment Assistance	Complete Sections A, B, and K and Exhibit C. Also complete Sections M and Exhibits A, D, and E if the application has construction components and Section N if the application has only design/engineering requirements. Complete Section E if the application has no construction components.
For Design and Engineering Assistance under the Economic Adjustment Assistance programs	Complete Sections A, B, M, and N and Exhibit C.

EDA Program	Required Form ED-900 Sections
Revolving Loan Fund Assistance under the Economic Adjustment Assistance program	Complete Sections A, B, E, K, and L and Exhibit C.

Applicants submitting proposals for construction investments should note that the expected outcomes--notably the anticipated job creation and private investment leveraging potential of an investment--provided in Section B of the Form ED-900 must be reasonable, justifiable, and based on the most current and accurate information available. Estimates must reflect the expected impact from the EDA portion of the investment, using a nine-year time horizon. If EDA determines during the review process that job and private investment estimates are inflated or unsubstantiated, those estimates will not be considered, and may impact EDA's investment decision.[13]

In general, EDA does not reimburse pre-award project costs. Applicants that are in need of such reimbursement should work closely with EDA regional office staff to determine if their pre-award costs may be considered for reimbursement. In order for contracted pre-award costs to be eligible for reimbursement, the applicant must competitively procure services pursuant to the Federal government's procurement procedures.[14] All pre-award costs are incurred at an applicant's own risk and will be considered for reimbursement, in EDA's sole discretion, only if an applicant receives an award. Neither EDA nor DOC will be held responsible for application preparation expenditures, which are distinguishable from pre-award project costs.

3. Requirements for the Project Narrative

As outlined in section IV.B.1 of this Appendix, all applicants must complete Form ED-900 as part of the application package in order to be considered for funding. Section A of Form ED-900 provides structured questions designed to assess the need and impact of a proposed project. While Form ED-900 itself provides space for responses, the applicant may use a separate attachment referencing the questions in Form ED-900 if extra space is needed to provide complete responses.

Applicants are strongly encouraged to provide a high-quality narrative in accordance with the guidelines set down by the POWER FFO. The project narrative should include the multi-agency "core" narrative described in section IV.D of the POWER FFO and additional narrative text to describe EDA-specific information, which included a compelling justification for the project and articulates a clearly defined regional economic gap, how the proposed project will meet this need, and the expected outcome(s) that will result from the proposed project Where the

[13] EDA funding may not be used by the recipient to assist its efforts to induce the relocation of existing jobs within the U.S. that are located outside of its jurisdiction to within its jurisdiction in competition with other U.S. jurisdictions for those same jobs. EDA's non-relocation policy is discussed under section VI.E. of this Appendix.

[14] Procurement requirements for States and other non-Federal entities are set out at 2 C.F.R. §§ 200.317 – 200.326.

"core" narrative sufficiently addresses an EDA-specific requirement, applicants do not need to reiterate any information. This should be addressed in a concise manner; lengthy applications will not receive greater consideration.

In all cases, the application must include a project narrative whether in the Form ED-900 or the supplemental attachments that includes the following:

a. **Description of project region and project location:** Applicants must clearly describe the Region where the project will be located, including the specific geographic location of the project within the Region, as well as a description of existing assets which may be used to support the project, which may include workforce, physical, educational and financial infrastructure and cluster-related industries. This description should expand the "core" narrative discussion that captures how the coal economy impacts the region and the project location.

b. **Description of regional eligibility:** Applicants must identify which distress criterion or criteria the project qualifies under, provide third-party data that clearly documents this claim, and clearly specify the geography and time period for which the data corresponds. For construction projects (including design and engineering) the project must be located within an eligible region and must be referenced in a CEDS or equivalent regional economic development plan. For non-construction projects, the investment's scope of work must primarily benefit the eligible Region and stakeholders representing that Region must be directly engaged. For both construction and non-construction projects, there should be a reference to the CEDS or other equivalent economic development strategic plan that is described in the "core" narrative.

c. **Clear description of proposed project:** Applicants must clearly document the concrete activities that will be undertaken, and the specific deliverables that will be produced as a result of this investment. The description of the proposed project must include a clear statement of the overall purpose of the project, and key milestones and an associated schedule for when the project could start, when key milestones could be achieved, and when the project is anticipated to be completed.

d. **Documentation detailing how project will meet regional needs:** This information should be addressed in the "core" narrative. Additionally, if EDA does not have a copy of the CEDS or equivalent regional economic development plan, the applicant should provide it as an attachment. Additional information and a summary of EDA's CEDS and strategy requirements may be obtained through the applicable EDA representative listed in section VIII of this Appendix.

e. **Documentation on alignment with EDA investment priorities:** Applicants should have addressed in the "core" narrative how the community has been impacted by changes in the coal economy, but may document how the proposed project aligns with more of EDA's investment priorities as outlined in this Appendix. Applicants are strongly encouraged to review EDA's investment priorities, as outlined in section I.B of this Appendix.

f. **List of strategic partners and organizations to be engaged in this project:** This information should be discussed in detail in the "core" narrative. If the strategic partners and organizations to be engaged are intended to receive funding as part of the project, the applicant should capture the specific outcomes and extent to which they will be involved as part of that work.

g. **Documentation supporting the budget request:** Applicants must provide a clear budget justification that identifies how funds in each line item of the budget will be utilized to support the proposed project. The non-Federal share, whether in cash or in-kind, is expected to be paid out at the same general rate as the Federal share; however, if the applicant's budget proposes otherwise, applicants must also include information that clearly indicates what project elements the matching share funds will support. Finally, the applicant must submit supporting documentation to indicate these funds are unencumbered, unrestricted and committed to support the proposed project.

h. **Documentation on anticipated project impacts:** Applicants should provide a clear and compelling justification of the long-term potential economic impact of the proposed project as part of the "core" narrative. In all cases, applicants must document the benefit and provide third-party data or information available to support these claims. In addition, they should have a plan for collecting data and a methodology for measuring impacts achieved.

C. **Deadlines for submission**

Applications are due by 11:59PM on July 10th, 2015.

EDA reserves the flexibility to make awards outside of the typical quarterly funding cycles in order to be most responsive to the economic distress needs in communities impacted by coal economy contractions. Any such awards will be processed in accord with the evaluation criteria set forth in section V. of this Appendix.

D. **How to submit an application**

1. **Electronic submissions**

EDA strongly encourages electronic submissions of applications through Grants.gov. EDA will not accept facsimile or email transmissions of applications. Applications must be successfully validated and time-stamped by Grants.gov no later than 11:59 p.m. Eastern Time on July 10th, 2015. An application that is not validated and time-stamped by Grants.gov by the funding deadline will not be processed under this opportunity; however, EDA staff may provide feedback to the applicant and may advise the applicant to resubmit or provide additional documentation for consideration under other EDA funding programs.

Once an application is submitted, it undergoes a validation process through Grants.gov during which the application may be accepted or rejected by the system. Please be advised that the validation process may take 24 to 48 hours to complete. Applications that contain errors will be rejected by Grants.gov, and will not be forwarded to EDA for review. The applicant must

correct the error before Grants.gov will accept and validate the application. EDA will not accept late applications that were rejected by Grants.gov due to applicant errors. Accordingly, **EDA strongly suggests that applicants submit their applications at least five days before the funding deadline** to allow the application to be accepted and validated in the system and to allow time for any errors to be corrected. EDA will consider the time-stamp on the validation from Grants.gov as the official submission time.

Please see section IX. of this Appendix for more detailed instructions and information on the requirements for submitting applications electronically via Grants.gov.

2. **Paper submissions**

An applicant has the option of submitting a completed paper application via postal mail or courier service, using the selected courier's delivery confirmation service, to the applicable regional office listed in section VIII. of this Appendix. The applicant may download the appropriate application package, whether construction or non-construction as provided in section IV.B. of this Appendix, in a screen-fillable format from http://www.grants.gov/applicants/apply_for_grants.jsp, save it electronically, and print it for paper submission.

One original and two copies of the complete application must be mailed with delivery confirmation that indicates the application has been received at or before 5:00 p.m. local time in the applicable regional office on the funding cycle deadline. Applicants are encouraged to include an electronic version of their application on a CD to facilitate processing of the application by EDA. If your application is received after the deadline, it will be considered late and will not be reviewed by EDA for that funding cycle. An application that is not received by the funding cycle deadline will not be processed during that funding cycle; however, EDA staff may provide feedback to the applicant on technical matters and issues involving publicly available information and may advise the applicant to resubmit or provide additional documentation for consideration during the following funding cycle.

DOC mail security measures may delay receipt of United States Postal Service mail for up to two weeks. Therefore, applicants that submit paper submissions are advised to use guaranteed overnight delivery services.

E. **Optional Pre-application Consultation or Review with EDA**

1. **Pre-application consultation**

EDA offers eligible applicants the option of consulting with their Economic Development Representative (EDR) or cognizant EDA regional office staff member to discuss whether their project is in alignment with EDA's investment priorities, eligibility requirements, cost-sharing requirements, or other requirements outlined in this FFO.

2. **Pre-application review**

Applicants may submit a copy of their application and receive feedback and allowable technical assistance on their application before a funding cycle submission deadline.[15] Applicants who submit complete applications for review in sufficient time for a review to occur prior to the applicable funding cycle will be told if their application is complete, eligible, and whether or not EDA would forward the application in its current state to the Project Review Committee (PRC). Based on this pre-deadline feedback, the applicant may revise or supplement the application or submit a substantially revised application by the funding cycle deadline or in time for consideration in a subsequent funding deadline. EDA will apply the same evaluation criteria for pre-application consultations as used for reviewing complete applications received after the funding cycle deadline.

Pre-application review and technical assistance is designed to provide feedback on an application, and is not a process to provide assistance in the development of an application.

Applicants are strongly encouraged to seek feedback on their project and application package from EDA at least 30 days before the deadline to allow adequate time to incorporate feedback received into their application before final submission. The consultation, review, and feedback described in this subsection are optional. Applicants need not seek preliminary feedback on their application in order to submit an application for consideration. Please see section VIII. of this Appendix for contact information for EDA representatives.

V. Application Review and Selection Process

Throughout the review and selection process, EDA reserves the right to seek clarification in writing from applicants whose applications are being reviewed and considered. EDA may ask applicants to clarify application materials, objectives, and work plans, or modify budgets or other specifics necessary to comply with Federal requirements.

A. Application Review and Project Analysis

As set forth below, EDA's regional office staff will review all applications received to ensure that they are complete and eligible to receive funding.

1. Review for eligibility and completeness

EDA staff will conduct an eligibility and technical completeness review of all applications received by each funding cycle deadline. Applications received from ineligible entities will not be considered for funding. Additionally, applications that do not contain all forms and required documentation listed in section IV.B. of this Appendix may be deemed non-responsive and excluded from further consideration. EDA expects all applicants to complete and include all required forms and documentation. However, EDA, in its sole discretion, may determine that an omission is a non-substantive technical deficiency if it can easily and quickly

[15] Ineligible applicants will be informed that they are ineligible for EDA funding. Please see section III.A. of this Appendix for eligibility requirements.

be rectified or cured, and therefore, may continue its consideration of the application in that funding cycle despite the deficiency.

2. **Review for responsiveness to the FFO**

The EDA will analyze complete applications from eligible applicants to document the responsiveness of each application to this FFO. The EDA will evaluate an application's responsiveness to this FFO using the following criteria:

a. The project's demonstrated alignment with at least one of EDA's current investment priorities as outlined in section I.B. of this Appendix;
b. The project's demonstrated ability to foster job creation and promote private investment (PI) in the regional economy;
c. The project's feasibility;
d. The project's sustainability/durability;
e. The applicant's organizational capacity; and
f. The project's alignment with the regional CEDS or other relevant strategic plan.

More specifically, for each of the above factors, the EDA will assess the application as "Excellent," "Very Good," "Satisfactory," "Poor," or "Unacceptable." These rating categories are defined as follows:

"Excellent": The application contains a clear, well-detailed description. Based on information provided, the applicant demonstrates an exceptional understanding of the project needs and EDA eligible activities and expected outcomes, and has provided substantiated and credible information to support its claims. For example, the applicant may provide reasonable third-party estimates for expected jobs and private investment resulting from the project based on documented information from committed beneficiaries of the project.

"Very Good": The application contains a clear, well-detailed description with only a few minor weaknesses/omissions. Based on information provided, the applicant demonstrates a high-quality understanding of the project needs and EDA eligible activities and expected outcomes, and has provided substantiated and credible information. For example, the applicant may provide reasonable estimates for expected jobs and private investment resulting from the project, but those estimates are based on projections or modeling, using tools such as IMPLAN or REMI, rather than firm estimates from directly interested beneficiaries.

"Satisfactory": The application contains a fairly clear, somewhat-detailed description with minor weaknesses and/or omissions. Based on information provided, the applicant demonstrates a basic understanding of the project needs and EDA eligible activities and expected outcomes, and has provided general information to support its claims. For example, the applicant may provide reasonable estimates for expected jobs and private investment resulting from the project, but those estimates are based on information from interested parties only, and therefore may be speculative in nature.

"Poor": The application contains unclear information with few (if any) details; significant weaknesses and/or omissions are present. Based on information provided, the applicant demonstrates little understanding of the project needs and EDA eligible activities and expected

outcomes, and has provided little to no information to support its claims. For example, the applicant may provide reasonable estimates for expected jobs and private investment resulting from the project, but without documentation as to how the estimates were generated.

"Unacceptable": The application contains many deficiencies and/or gross omissions. Based on information provided, the applicant demonstrates no understanding of the project needs and EDA eligible activities and expected outcomes, and has provided no information to support its claims. For example, the applicant does not provide estimates for expected jobs and private investment resulting from the project or provides unreasonable numbers without adequate documentation.

The rating for each of the criteria must be accompanied by a written narrative substantiating the associated rating. Every application that is reviewed for responsiveness to this FFO, regardless of the results of the evaluation, will be forwarded to the EDA Investment Review Committee (PRC) for further evaluation (see Section V.B. of this Appendix).

Please note that an application that is forwarded to the PRC is not guaranteed to receive funding--EDA receives far more applications than it can fund.

B. **Project Review Committee (PRC) and selection factors**

Each regional office will convene an PRC that consists of at least four EDA employees. Each PRC member reviews all applications before the group discussion and evaluation of each application that was forwarded from the initial EDA review discussed above in Section V.A. of this Appendix. The PRC makes a group determination to the merits of each application based on the extent to which the application meets the program-specific award and application requirements provided in 13 C.F.R. § 305.2 for Public Works investments and 13 C.F.R. §§ 307.2 and 307.4 for EAA investments. The PRC also will apply the following Selection Factors to each application, listed in descending order of importance:

1. Comparative strengths of the application as determined by information assessed during the EDA responsiveness review (as described in Section V.A.2 of this Appendix);
2. The extent to which the application meets the overall objectives of section 2 of PWEDA (42 U.S.C. § 3121);
3. The comparative ability of the applicant and the proposed project to realistically achieve the desired results and catalyze additional resources;
4. The ability of a project to start quickly and create jobs faster;
5. The extent to which the project will enable the community/region to become more diversified and more economically prosperous;
6. The relative economic distress of the region;
7. The comparative financial or management capability of the applicant;
8. The applicant's performance under previous Federal financial assistance awards, including whether the grantee submitted required performance reports and data;
9. The availability of program funding; and
10. The extent to which the project supports EDA's goals of geographic balance in distribution of program funds, project types, organizational type (to include smaller and rural organizations) and the overall portfolio.

Based on its consideration of the above factors, the PRC will prepare a priority funding order for the applications and refer to the Interagency Review Panel, in such priority order, those applications that merit consideration for EDA funding.

C. Interagency Review Panel

The Interagency Review Panel will conduct an evaluation of all projects referred to them by each funding agency's individual technical and merit reviews/analysis. EDA's PRC will serve as the agency's merit review. The Interagency Review Panel's evaluation will consider the common evaluation factors included in section V.B. of the integrated FFO. In addition, the Panel will consider the feasibility of each project in regard to how they are compatible between funding sources and the substance of the merit analysis conducted by the PRC. When the Interagency Review Panel considers these factors, they will make a recommendation to the Grants Officer of each agency for which funding is requested.

D. Grants Officer's Decision

Each region's PRC makes its referrals to the Interagency Review Panel. For projects requesting EDA funding, the Panel then makes its recommendation to each applicable EDA Regional Director, who is the Grants Officer under this announcement. In addition to the PRC merit analysis, the Regional Director will have the opportunity to consider the recommendations from the Interagency Review Panel in their decision. Each Regional Director has been delegated the authority to make the final decision on whether to fund an application and may select a project for funding that differs from the PRC's priority recommendations based on any of the Selection Factors described above. The Regional Director's final decision must be consistent with EDA's and DOC's published policies. If a Regional Director makes a selection that differs from the PRC's referral or the Interagency Review Panel's recommendation, the Regional Director will document the rationale for the decision in writing.

VI. Award Administration Information

A. Award notification

Under this FFO, EDA expects to notify applicants of its decision in writing by the last business day of the month of September 2015. Applicants are advised that though this notification may express the applicant's success in the competitive portion of the evaluation process, it will not obligate EDA to make an award to the applicant and is not the official award document (see CD-450 discussion below). Should an applicant be successful in the competition, the applicant will then be required to complete certain due diligence requirements and pass a set of technical reviews by EDA staff to ensure compliance with all applicable rules and regulations. For example, in the case of Public Works projects, such additional due diligence may include:

1. Title verification;

2. Proof of project ownership; and

3. Documentation required for environmental or legal compliance.

If an application is selected for funding and the applicant successfully and timely completes all due diligence requirements, the expectation is that the EDA Grants Officer will issue the Form CD-450, which is the authorizing financial assistance award document. By signing Form CD-450, the recipient agrees to comply with all award provisions. EDA will provide Form CD-450 by mail or two-day delivery to the appropriate business office of the recipient's organization. The recipient must sign and return the Form CD-450 without modification within 30 days of the date of EDA's signature on the form.

If an applicant is awarded funding, neither DOC nor EDA is under any obligation to provide any additional future funding in connection with that award or to make any future award(s). Amendment or renewal of an award to increase funding or to extend the period of performance is at the discretion of DOC and EDA.

EDA will notify unsuccessful applicants in writing. The regional office will retain unsuccessful applications in accordance with EDA's record retention schedule.

EDA, in its sole discretion, may advise a limited number of applicants that they have the option to carry over their applications for consideration in the next funding cycle.

B. **Administrative and national policy requirements**

Administrative and national policy requirements for all DOC awards apply to this competition. These requirements may be found in the "Department of Commerce Financial Assistance Standard Terms and Conditions" (ST&Cs) and is summarized in the "Department of Commerce Pre-Award notification Requirements for Grants and Cooperative Agreements," published in the Federal Register on December 30, 2014 (79 FR 78309). The Pre-Award notice may be accessed at the Government Printing Office (GPO) website at www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf. The ST&Cs may be accessed at the following website: http://www.osec.doc.gov/oam/grants_management/policy/default.htm.

C. **Reporting requirements**

1. All recipients are required to submit financial, performance, and impact reports in accordance with the terms and conditions of the grant award, generally no less than semi-annually. All project progress and financial reports must be submitted to the applicable EDA program officer in electronic format.

2. The Federal Funding Accountability and Transparency Act of 2006 includes a requirement for awardees of applicable Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued in FY 2011 or later. All awardees of applicable grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at www.FSRS.gov on all sub-awards over $25,000. Please see the OMB guidance published at 2 C.F.R. part 170 (2010), which can be accessed at http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&tpl=/ecfrbrowse/Title02/2cfr170_main_02.tpl.

3. EDA may require additional data on actual impact of the funded investment, pursuant to the Government Performance and Results Act (GPRA), to be submitted to EDA up to nine years after the grant award.

D. **Regulations, administrative requirements, and cost principles**

Specific regulations, administrative requirements, and cost principles govern the use of EDA funds. The general and administrative requirements for EDA awards are set forth in 13 C.F.R. parts 300–302. Specific application and award requirements for the Public Works program are set out at 13 C.F.R. part 305 and for the EAA program in subpart A of 13 C.F.R. part 307. EDA funds may not be used directly or indirectly to reimburse any attorneys' or consultants' fees incurred in connection with obtaining investment assistance pursuant to this competitive solicitation. See 13 C.F.R. § 302.10.

UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS EFFECTIVE DATE: Please note that on December 26, 2013, OMB published final guidance titled Uniform Administrative Requirements, Cost Principles, and Audit Requirements (OMB Uniform Guidance), which streamlines the language from eight existing OMB circulars, including Cost Principles (OMB Circulars A-21, A-87, A 122) and administrative requirements (OMB Circulars A-102 and A 110), into one consolidated set of guidance applicable to federal assistance awards. Note that the OMB Uniform Guidance supersedes DOC's uniform administrative requirements set out at 15 C.F.R. parts 14 and 24. In accordance with the Federal Register notice published on December 19, 2014 (79 FR 75871) and the regulation at 2 C.F.R. 1327.101, the DOC adopted the OMB Uniform Guidance, codified at 2 C.F.R. Part 200, effective December 26, 2014, which means that the guidance applies to all new awards and to additional funding to existing awards made on or after December 26, 2014. In addition, the audit requirements of the OMB Uniform Guidance apply to audits of non-Federal entities beginning on or after December 26, 2014. Therefore, applicants should familiarize themselves with 2 C.F.R. Part 200, which may be found at http://www.gpo.gov/fdsys/pkg/CFR-2014-title2-vol1/pdf/CFR-2014-title2-vol1-subtitleA-chapII-subchap-id302.pdf. Additional information on the substance of and transition to the OMB Uniform Guidance may be found at https://cfo.gov/cofar/.

E. **EDA's Non-relocation Policy**

Applicants are advised that should an application be selected for award, the recipient will be required to adhere to a special award condition relating to EDA's non-relocation policy as follows:

In signing this award of financial assistance, Recipient(s) attests that EDA funding is not intended by the Recipient to assist its efforts to induce the relocation of existing jobs within the U.S. that are located outside of its jurisdiction to within its jurisdiction in competition with other U.S. jurisdictions for those same jobs. In the event that EDA determines that its assistance was used for those purposes, EDA retains the right to pursue appropriate enforcement action in accord with the Standard Terms and Conditions of the Award, including suspension of disbursements and termination of the award for convenience or cause, which may include the establishment of a debt requiring the Recipient to reimburse EDA.

For purposes of ensuring that EDA assistance will not be used to merely transfer jobs from one location in the United States to another, each applicant must inform EDA of all employers that constitute primary beneficiaries of the project assisted by EDA. EDA will consider an employer to be a "primary beneficiary" if the applicant estimates that such employer will create or save 100 or more permanent jobs as a result of the investment assistance, provided that such employer also is specifically named in the application as benefiting from the project, or is or will be

located in an EDA-assisted building, port, facility, or industrial, commercial, or business park constructed or improved in whole or in part with investment assistance prior to EDA's final disbursement of funds. EDA may consider reviewing this policy, on a case by case basis, for smaller communities involving the relocation of 50 or more jobs. OMB Uniform Guidance audit requirements

Single or program-specific audits shall be performed in accordance with the requirements contained in the OMB Uniform Guidance (see 2 CFR part 200, Subpart F, "Audit Requirements"). The OMB Uniform Guidance requires any non-Federal entity (i.e., non-profit organizations, including non-profit institutions of higher education and hospitals, states, local governments, and Indian Tribes) that expends federal awards of $750,000 or more in the recipient's fiscal year to conduct a single or program-specific audit in accordance with the requirements set out in the OMB Uniform Guidance. Applicants are reminded that EDA or the DOC's Office of Inspector General also may conduct an audit of an award at any time.

VII. Other Information

A. Freedom of Information Act Disclosure

The Freedom of Information Act (5 U.S.C. § 552) (FOIA) and DOC's implementing regulations at 15 C.F.R. part 4 set forth the rules and procedures to make requested material, information, and records publicly available. Unless prohibited by law and to the extent permitted under FOIA, contents of applications submitted by applicants may be released in response to FOIA requests. In the event that an application contains information or data that the applicant deems to be confidential commercial information, that information should be identified, bracketed, and marked as "Privileged, Confidential, Commercial or Financial Information." Based on these markings, the confidentiality of the contents of those pages will be protected to the extent permitted by law.

B. Past Performance and Non-Compliance with Award Provisions

Unsatisfactory performance under prior Federal awards may result in an application not being considered for funding. Failure to comply with any or all of the provisions of an award may have a negative impact on future funding by the DOC (or any of its operating units) may be considered grounds for any or all of the following actions: (1) establishing an account receivable; (2) withholding payments to the recipient under any DOC award(s); (3) changing the method of payment from advance to reimbursement only; (4) imposing other special award conditions; (5) suspending any active DOC award(s); and (6) terminating any active DOC award(s).

C. Dun and Bradstreet Data Universal Numbering System, and Central Contractor Registration

To enable the use of a universal identifier and to enhance the quality of information available to the public as required by the Federal Funding Accountability and Transparency Act of 2006, to the extent applicable, any proposal awarded in response to this announcement will be required to use the Central Contractor Registration (CCR), now a part of the System for Award Management (SAM) and is located at www.sam.gov, and Dun and Bradstreet Universal Numbering System (DUNS), and will be subject to reporting requirements, as identified in OMB guidance published at 2 C.F.R. parts 25 and 170 (2010). The guidance set out at 2 C.F.R. part 25 may be located at

http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&tpl=/ecfrbrowse/Title02/2cfr25_main_02.tpl, and the guidance set out at 2 C.F.R. part 170 may be located at http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&tpl=/ecfrbrowse/Title02/2cfr170_main_02.tpl.

D. Restrictions Governing Making Grants to Corporations Convicted of Felony Criminal Violations and/or Unpaid Federal Tax Liabilities

In accordance with current Federal appropriations law, execution by an applicant of the Representation by Corporations Regarding an Unpaid Delinquent Tax Liability or a Felony Conviction Under Any Federal Law (see Attachment 1) will be required in a format requested by EDA before any award will be made under this FFO.

E. Environmental and historic preservation requirements

All applicants for EDA construction assistance (including design and engineering assistance) are required to provide adequate environmental information. Each application will be reviewed by EDA for compliance with the National Environmental Policy Act of 1969, as amended (NEPA). During the NEPA review process, applicants may be instructed to contact the designated State and/or Tribal Historic Preservation Officer (SHPO/THPO), provide approvals from other governmental agencies, or provide more detailed environmental information. EDA, after compliance with requirements for consultation with Federally recognized Indian Tribes, may require applicants to participate in Tribal consultation, as necessary. The implementing regulations of NEPA require EDA to provide public notice of the availability of project-specific environmental documents, such as environmental impact statements, environmental assessments, findings of no significant impact, and records of decision, to the affected public. For further guidance and information, please contact the applicable Regional Environmental Protection Specialist listed in section VIII. of this Appendix.

F. Intergovernmental review

Applications submitted under this FFO are subject to the requirements of Executive Order (EO) 12372, "Intergovernmental Review of Federal Programs," if a State has adopted a process under EO 12372 to review and coordinate proposed Federal financial assistance and direct Federal development (commonly referred to as the "single point of contact review process"). All applicants must give State and local governments a reasonable opportunity to review and comment on the proposed Project, including review and comment from area-wide planning organizations in metropolitan areas. To find out more about a State's process under EO 12372, applicants may contact their State's Single Point of Contact (SPOC). Names and addresses of some States' SPOCs are listed on the Office of Management and Budget's home page at http://www.whitehouse.gov/omb/grants_spoc. Section A.11. of Form ED-900 provides more information and allows applicants to demonstrate compliance with EO 12372.

G. Implementing the Americans with Disabilities Act (ADA)

The U.S. Department of Justice has issued revised regulations implementing Title II of the ADA (28 C.F.R. part 35; 75 FR 56164, as amended by 76 FR 13285) and Title III of the ADA (28 C.F.R. part 36; 75 FR 56164, as amended by 76 FR 13286). The revised regulations adopted new enforceable accessibility standards called the "2010 ADA Standards for Accessible Design" (2010 Standards). The 2010 Standards are an acceptable alternative to the Uniform Federal Accessibility Standards (UFAS). DOC deems compliance with the 2010 Standards to be an

acceptable means of complying with the Section 504 accessibility requirements for new construction and alteration projects under 15 C.F.R. § 8b.18(c), as follows:

1. Public Recipients subject to Title II of the ADA may use either the 2010 Standards or UFAS where the physical construction or alternations commence on or after September 15, 2010 and before March 15, 2012 (see 28 C.F.R. § 35.151(c)(2)); and
2. Private Recipients subject to Title III of the ADA may use either the 2010 Standards or UFAS if the date when the last application for a building permit or permit extension is certified to be complete by a State, county, or local government (or, in those jurisdictions where the government does not certify completion of applications, if the date when the last application for a building permit or permit extension is received by the State, county, or local government) is on or after September 15, 2010 and before March 15, 2012, or if no permit is required, if the start of physical construction or alterations occurs on or after September 15, 2010 and before March 15, 2012 (see 28 C.F.R. § 36.406(a)(2)).

As of March 15, 2012, all new construction and alteration projects must comply with the 2010 Standards. In all cases, once a recipient selects an applicable ADA accessibility standard (i.e., the 2010 Standards or UFAS), that standard must be applied to the entire facility.

VIII. EDA Contact Information

For questions concerning this solicitation, or more information about EDA programs, you may contact the appropriate EDA representative listed below. Updated contact information can be found on EDA's website at http://eda.gov/contacts.htm.

Atlanta Regional Office

H. Philip Paradice, Jr., Regional Director
401 West Peachtree Street, NW, Suite 1820, Atlanta, GA 30308-3510
(404) 730-3002 Main Office
(404) 730-3025 Fax

Alabama
Stacey Webb
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404-730-3020

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Jonathan Corso
jcorso@eda.gov
404-730-3023

Kentucky
Pamela Farmer
pfarmer@eda.gov
404-730-3026

Mississippi
Gil Patterson
gpatterson2@eda.gov
404-730-3032

Atlanta Regional Environmental Officer
Keith Dyche
kdyche@eda.gov
404-730-3029

South Carolina
Robin Cooley
rcooley@eda.gov
803-253-3640

North Carolina
Hillary Sherman-Zelenka
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404-730-3013

Tennessee
Bertha Partin
bpartin@eda.gov
404-730-3010

Austin Regional Office

Camille Osborne-Nellans, Acting Regional Director
903 San Jacinto, Suite 206, Austin, TX 78701
(512) 381-8144 Main Office
(512) 381-8177 Fax

Louisiana, South Texas
Jorge Ayala
jayala@eda.gov
512-381-8150

Arkansas, New Mexico, Oklahoma, North Texas
Matthew Giannini
mgiannini@eda.gov
512-381-8171

Chicago Regional Office

Jeannette P. Tamayo, Regional Director
230 South Dearborn Street, Suite 3280, Chicago, IL 60604
(312) 353-8143 Main Office
(312) 353-8575 Fax

Illinois, Indiana, Ohio
Darrin Fleener
dfleener@eda.gov
312-789-9753

Michigan, Minnesota, Wisconsin
Lee Shirey
lshirey@eda.gov
312-789-9751

Initiatives Coordinators (POWER, IMCP, Promise Zones)
William Warren
wwarren@eda.gov
312-789-9758

Chicago Regional Environmental Officer
Robin Bush
rbush@eda.gov
312-789-9750

Denver Regional Office

Robert E. Olson, Regional Director
1244 Speer Boulevard, Suite 431, Denver, CO 80204
(303) 844-4715 Main Office
(303) 844-3968 Fax

Colorado, South Dakota, Utah, Wyoming
Trisha Korbas
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303-844-4092

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Mari Sutton
msutton@eda.gov
303-844-4403

Kansas, Western Missouri, Nebraska
Mark Werthmann
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913-894-1586

Iowa, Central and Eastern Missouri
Steve Castaner
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573-590-1194

Denver Regional Environmental Officer
Jennifer Benz
jbenz@eda.gov
303-844-5363

Philadelphia Regional Office

Tonia R. Williams, Acting Regional Director
Curtis Center, Suite 140 South
601 Walnut Street, Philadelphia, PA 19106-3323
(215) 597-4603 Main Office
(215) 597-1063 Fax

Connecticut, Delaware, Rhode Island
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215-597-8822

District of Columbia, Maryland, Puerto Rico, Virgin Islands
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Virginia, West Virginia
Bob Gittler
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215-597-4360

Philadelphia Regional Environmental Officer
Edward Hummel
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Seattle Regional Office

A. Leonard Smith, Regional Director
Jackson Federal Building
915 Second Avenue, Room 1890, Seattle, WA 98174-1001
(206) 220-7660 Main Office
(206) 220-7669 Fax

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907-271-2272

Arizona, Washington
Jacob Macias
Jmacias@eda.gov
206-220-7666

California (Coastal and Northern)
Malinda Matson
mmatson@eda.gov
916-235-0088

California (Central and Southern)
Wilfred Marshall
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310-348-5386

Seattle Regional Environmental Officer
Shannon FitzGerald
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206-220-7703

Hawaii, Guam, Northern Mariana Islands, American Samoa, Marshall Islands, Federated States of Micronesia, Palau
Gail Fujita
gfujita@eda.gov
808-541-3391

Idaho, Nevada
David Farnworth-Martin
dfarnworth.martin@eda.gov
206-220-7699

Oregon, Clark County and Eastern Washington
David Porter
dporter@eda.gov
503-326-3078

IX. Instructions for Application Submission via Grants.gov

Register early and submit early. In order to submit an application through www.grants.gov (Grants.gov), an applicant must register for a Grants.gov user ID and password. Note that this process can take between three to five business days or as long as four weeks if all steps are not completed correctly. To avoid delays, EDA strongly recommends that applicants start early and not wait until an approaching funding deadline date before logging in, registering, reviewing the application instructions, and applying. Information about the Grants.gov registration process for organizations can be found at http://www.grants.gov/web/grants/applicants/organization-registration.html Please note that organizations already registered with Grants.gov do not need to re-register; however, all registered organizations must keep their registration for System for Award Management (SAM), which includes the Central Contractor Registration (CCR) database, up-to-date through sam.gov or their applications will not be accepted by Grants.gov.

AOR requirement. Applicants must register as organizations, not as individuals. As part of the registration process, you will register at least one Authorized Organizational Representative (AOR) for your organization. AORs registered at Grants.gov are the only officials with the authority to submit applications at Grants.gov so please ensure that your organization's application is submitted by an AOR. If the application is submitted by anyone other than your organization's AOR, it will be rejected by the Grants.gov system and cannot be considered by EDA. Note that a given organization may designate multiple individuals as AORs for Grants.gov purposes.

EDA will not accept late submissions caused by Grants.gov registration issues, including CCR and AOR issues.

Once an applicant is registered, the following list provides step-by-step instructions for accessing, completing and submitting an application via Grants.gov. Please also read the instructions posted at Grants.gov.

a) Ensure that you have installed a compatible version of Adobe Acrobat Reader on your computer, as incompatible versions of Adobe Acrobat Reader may cause errors. See http://www.grants.gov/web/grants/support/technical-support/troubleshooting/verifying-adobe-reader.html.Navigate to www.grants.gov and select "Apply for Grants" from the left-hand menu.

b) Select the link for "Download a Grant Application" package.

c) Enter Funding Opportunity Number "EDAP2015" and click on "Download Package."

d) Click on the "download" link under "Instructions and Application" for the instructions and application specific to the type of project and EDA program (Public Works or Economic Adjustment Assistance) under which you are applying.

e) A new window should pop up. In the new window, click on "Download Application Instructions" to review the instructions posted on Grants.gov and

"Download Application Package" when you are ready to begin the application.

f) Save the applicable application package to your computer or network drive. Note that the package file can be shared among multiple users; however, each user must have a compatible version of Adobe Acrobat Reader installed in order to save changes to the application package.

g) Click on each of the documents in the "Mandatory Documents" box and, after selecting each one, click on the arrow to move these into the "Mandatory Documents for Submission" box.

h) In the "Optional Documents" box, click on Form SF-LLL if non-Federal funds have been or are planned to be used for lobbying in connection with this competitive solicitation and then move this to the "Optional Documents for Submission" box. If you will be submitting your application via Grants.gov, also click on "Attachments" and move this to the "Optional Documents for Submission" box. The Attachments form allows applicants to attach any documents required as attachments under this competitive solicitation, such as a CEDS or letters of support.

i) The application package should pre-populate with all selected forms embedded. Complete all mandatory fields (highlighted in yellow) on the forms. Note that mandatory fields will vary based on the type of applicant and the type of assistance sought. On Form CD-511, type "not awarded yet" in the "project number" field. Save the application package at regular intervals to avoid losing work.

j) Attach any required attachments. The preferred file format for attachments is portable document format (PDF); however, EDA will accept electronic files in Microsoft Word, WordPerfect, or Excel formats. ·

k) When all mandatory fields have been completed, scroll to the top and click on "Check Package for Errors".

l) Click "Save".

m) Click "Save and Submit". At this point the applicant's AOR must be connected to the Internet and will be asked to enter their Grants.gov user id and password in order to submit via Grants.gov. As noted above, an AOR must submit the application for it to be validated by Grants.gov and received by EDA.

Field limitations and special characters. Please be advised that Grants.gov provides the following notice with respect to form field limitations and special characters:

Are there restrictions on file names for any attachment I include with my application package?

Please limit file names to 50 characters and do not use special characters (example: &,-,*,%,/,#) in attachment names and application form fields (including periods (.), blank spaces and accent marks) or attaching documents with the same name. An underscore (example:

my_Attached_File.pdf) may be used to separate a file name. Please note that if these guidelines are not followed, your application may be rejected.

What kind of information can be entered into form fields within my application?

Grants.gov application packages offer fields to enter a set amount of data. When the limit is reached for a certain field, you will no longer be able to enter data into that field. For every form, there are different limitations to the data that you are allowed to enter (this varies between agency and form). Refer to the agency instructions available for download with the application package for more detail.

Do not use special characters (example: &,-,*,%,/,#) within the application form fields including periods (.), blank spaces and accent marks; an underscore may be used. Please note that if these guidelines are not followed, your application may be rejected.

In EDA's experience, use of apostrophes (') in file names and fillable fields of required forms has resulted in application submission issues. Accordingly, please periodically check the status of your application to make sure it has been validated, and use file naming conventions that do not negatively affect your application submission.

If a response exceeds the field limit requirements of any form, including Form ED-900, the applicant is advised to include the response as an attachment to the application. The applicant should move 'Attachments' to the 'Optional Documents for Submission' box in the application package, and clearly indicate in the form field that the information is included as an electronic file.

Verify submission was successful. Applicants should save and print written proof of an electronic submission made at Grants.gov. Applicants can expect to receive multiple emails regarding the status of their submission. Since email communication can be unreliable, applicants must proactively check on the status of their application if they do not receive email notifications within a day of submission.

An applicant should expect to receive two initial emails from Grants.gov: the first will confirm receipt of the application, and the second will indicate that the application has either been successfully validated by the system before transmission to EDA or has been rejected due to errors. Because it can take up to two business days after Grants.gov receives an application for applicants to receive email notification of an error, applicants should time their submissions to allow for application correction and resubmission by the applicable funding deadline. Applicants will receive a third email once EDA has retrieved their applications.

EDA requests that applicants kindly refrain from submitting multiple copies of the same application package. Applicants should save and print both the confirmation screen provided on the Grants.gov website after the applicant has submitted an application, and the confirmation email sent by Grants.gov when the application has been successfully received and validated in the system. If an applicant receives an email from Grants.gov indicating that the application was received and subsequently validated, but does not receive an email from Grants.gov indicating that EDA has retrieved the application package within 72 hours of that email, the applicant may

contact the applicable regional office representative listed in section VIII. of this announcement to inquire if EDA is in receipt of the applicant's submission.

It is the applicant's responsibility to verify that its submission was timely received and validated successfully at Grants.gov. To see the date and time your application was received, log on to Grants.gov and click on the "Track My Application" link from the left-hand menu. For a successful submission, the application must be received and validated by Grants.gov, and an agency tracking number assigned. If the date and time your application is validated and time-stamped by Grants.gov is later than 11:59 p.m. Eastern Time on the applicable funding deadline, your application is late. If your application has a status of "Received" it is awaiting validation by Grants.gov. Once validation is complete, the status will change to "Validated" or "Rejected with Errors." If the status is "Rejected with Errors," your application has not been received successfully. Some of the reasons Grants.gov may reject an application can be found at http://www.grants.gov/web/grants/applicants/applicant-faqs/grant-application-faqs.html. For more detailed information on why an application may be rejected, please see "Troubleshooting Tips" at http://www.grants.gov/web/grants/support/technical-support/troubleshooting.html.

Grants.gov systems issues. If you experience a Grants.gov "systems issue" (technical problems or glitches with the Grants.gov website) that you believe threatens your ability to complete a submission before an applicable funding deadline, please (i) print any error message received; and (ii) call the Grants.gov Contact Center at 1-800-518-4726 for immediate assistance. Ensure that you obtain a case number regarding your communications with Grants.gov. Please note: problems with an applicant organization's computer system or equipment are not considered "systems issues." Similarly, an applicant's failure to: (i) complete the required registration, (ii) ensure that a registered AOR submits the application, or (iii) notice receipt of an email message from Grants.gov are not considered systems issues. A Grants.gov "systems issue" is an issue occurring in connection with the operations of Grants.gov itself, such as the temporary loss of service by Grants.gov due to unexpected volume of traffic or failure of information technology systems, both of which are highly unlikely. In the event of a confirmed "systems issue," EDA reserves the right to accept an application in an alternate format. Regardless of whether there is a confirmed "systems issue," all applications must be received by EDA by the stated deadlines.

Applicants should access the following link for assistance in navigating Grants.gov and for a list of useful resources: http://www.grants.gov/web/grants/support.html The following link lists frequently asked questions (FAQs): http://www.grants.gov/web/grants/support/general-support/faqs.html. If you do not find an answer to your question under the "Applicant FAQs," try consulting the "Applicant User Guide" or contacting Grants.gov by email at support@grants.gov or telephone at 1-800-518-4726. The Grants.gov Contact Center is open 24 hours a day, seven days a week.

Attachment 1. Representation by Corporations Regarding an Unpaid Delinquent Tax Liability or a Felony Conviction Under Any Federal Law

In accordance with current Federal appropriations law, none of the appropriated funds made available by relevant appropriations Acts may be used to issue a financial assistance award to any corporation that:

(a) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; and/or

(b) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government.

For purposes of the below certification, a corporation is defined as an entity that has filed articles of incorporation in one of the fifty states, the District of Columbia, or the various territories of the United States including American Samoa, Federated States of Micronesia, Guam, Midway Islands, Northern Mariana Islands, Puerto Rico, Republic of Palau, Republic of the Marshall Islands, and the U.S. Virgin Islands. (Note that this includes both for-profit and non-profit organizations.)

The below certification is required for all new financial assistance awards, and for all amendments to existing financial assistance awards, that are made to corporations (as defined above) and that are funded with appropriated funds made available to the Department of Commerce pursuant to relevant appropriations Acts. This certification is further required to the extent that other appropriation Acts contain the same or substantively similar prohibitions against the issuance of financial assistance awards to certain corporations.

Instructions: All recipients that are corporations (as defined above) must complete paragraphs (1) and (2) below, which must be signed below by an authorized representative of the corporation. Recipients that are not corporations are not required to complete this representation.

(1) _____ [insert name of corporation] certifies that it is ☐is not ☐(check one) a corporation that was convicted of a felony criminal violation under a Federal law within the 24 months preceding the signature date of this Representation.

(2) _____ [insert name of corporation] certifies that it is ☐is not ☐(check one) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreements with the authority responsible for collecting the tax liability.

By: _____
[Typed name and title of the signing individual]
[Typed phone number of the signing individual]
[Typed email address of the signing individual]

Date: _____

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION WIOA National Reserve
	CORRESPONDENCE SYMBOL OWI
	DATE May 11, 2015

ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 32-14

TO: STATE WORKFORCE AGENCIES
STATE WORKFORCE ADMINISTRATORS
STATE WORKFORCE LIAISONS
STATE AND LOCAL WORKFORCE BOARDS AND CHAIRS
STATE LABOR COMMISSIONERS
WIA/WIOA SECTION 166 INDIAN AND NATIVE AMERICAN PROGRAM GRANTEES

FROM: PORTIA WU
Assistant Secretary

SUBJECT: POWER Initiative National Dislocated Worker Grants

1. **Purpose.** To announce the availability of up to $20 million in National Dislocated Worker Grants (DWGs) from funds available in Program Years 15, 16, and 17, as part of the Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) Initiative. POWER DWG awards will range from $500,000 to $2 million and will support the planning and implementation of workforce strategies for regions and communities that are negatively impacted by changes in the coal economy.

2. **References.**
   - Workforce Innovation and Opportunity Act (WIOA), section 170, Public Law (Pub. L.) 113-128, enacted July 22, 2014
   - Workforce Investment Act of 1998 (WIA), section 173 (29 U.S.C. 2918)
   - WIA regulations at 20 CFR part 663 and 671
   - Training and Employment Guidance Letter (TEGL) No. 16-03 "National Emergency Grant (NEG) Policy Guidance," dated January 26, 2004
   - TEGL No. 16-03, Changes 1, 2, 4 and 5, "National Emergency Grant (NEG) Policy Guidance"
   - "Workforce Investment Act: National Emergency Grants – Application Procedures," 69 Federal Register Notice 23052 (April 27, 2004)

RESCISSIONS	EXPIRATION DATE
None	Continuing

- Information Collection Forms – ETA 9103, 9104, 9105, 9106, 9107 (OMB Control No. 1205-0439); ETA Form 9090 and the Workforce Investment Act Standardized Record Data (WIASRD) format (OMB Control No. 1205-0420); and ETA Form 9130 (OMB Control No. 1205-0461)
- TEGL14-03, "Performance Reporting Submission Procedures for the Workforce Investment Standardized Record Data (WIASRD) and the Annual Report under Title IB of the Workforce Investment Act (WIA)," dated November 13, 2013
- Training and Employment Notice (TEN) 32-10, "Revised National Emergency Grant Application Submission and Review Process," dated March 30, 2011
- TEGL No.10-09, "Implementing Priority of Service for Veterans and Eligible Spouses in all Qualified Job Training Programs Funded in whole or in part by the U.S. Department of Labor (DOL)," dated November 10, 2009[1]
- TEGL 22-04, "Serving Military Service Members and Military Spouses under the WIA Dislocated Worker Formula Grant," dated March 22, 2005
- TEGL 15-10, "Increasing Credential, Degree, and Certificate Attainment by Participants of the Public Workforce System, "Dated December 15, 2010
- 2 CFR Part 180
- 29 CFR Part 98
- Partnerships for Opportunity and Workforce and Economic Development (POWER) Initiative Implementation Grant FFO, available at http://www.eda.gov/power

3. Background.

POWER Initiative

The POWER Initiative is a new interagency effort to assist communities negatively impacted by changes in the coal industry and power sector. The goal of the POWER Initiative is to effectively leverage complementary federal economic and workforce development resources to assist communities and workers negatively impacted by changes in the coal economy. The POWER Initiative Implementation Grant FFO, of which this TEGL is a part (hereinafter referred to as the "POWER FFO"), features grants from the Department of Commerce's (DOC) Economic Development Administration (EDA), the Department of Labor's Employment and Training Administration (ETA), the Appalachian Regional Commission (ARC), and the Small Business Administration (SBA).[2] By aligning

[1] Much of the guidance on this list was written to apply to the National Emergency Grant program under the Workforce Investment Act. National Dislocated Worker Grants are authorized by the Workforce Innovation and Opportunity Act and replace National Emergency Grants effective July 1, 2015. However, we consider the listed NEG guidance to apply for purposes of the POWER DWGs.

[2] The POWER FFO is designed for an applicant "team" to come together with an integrated project that addresses the needs of these communities that are negatively impacted by changes in the coal industry and power sector. Separate applications are required to be submitted to each funding agency from which the applicant team requests funding, and a single "core" project narrative is necessary across all funding agencies. Different members of an applicant team may be the lead applicant on the separate applications submitted to each funding agency. This TEGL provides the requirements for ETA's funding application.

and leveraging these resources, this FFO seeks projects that reach across economic development and workforce development systems and support local solutions to promote strategic planning and integrated implementation for long-term economic vitality.

The POWER Initiative grants will go to community- or regionally-driven economic and workforce development organizations and a wide range of other partners anchored in impacted coal communities. These grants will enable impacted communities to develop a deliberate and measured planning and/or implementation process to strengthen economic development strategies and build local and regional workforce strategies, and to promote new job creation opportunities. All four grant programs will prioritize applications that establish a clear linkage between the proposed project and how it will result in local economic growth, job creation, and job training and reemployment. All applications should address how the regional workforce will be positively affected, and integrated into the community or region's economic development strategy.

Communities eligible for POWER Initiative grants are those that have been impacted, or can reasonably demonstrate that they will be impacted, by coal mining and coal power plant employment loss (or layoffs in the manufacturing or transportation logistics supply chains of either). Instead of pre-defining geographies that are eligible, we welcome any application that can demonstrate that there is economic distress or negative impact resulting from coal economy contractions (e.g. mine closures, power plant closures, etc.). A description of the community's reliance on the coal economy and the related contractions will be expected in the project narrative of each individual funding application (see Section 6 below under Eligible Applicants).

This TEGL describes the specifics of the ETA-funded portion of the POWER Initiative.

National Dislocated Worker Grants

ETA's investments in the POWER Initiative will be funded through a special National Dislocated Worker Grant (DWG) offering, called POWER DWGs.[3] These grants will support workforce development activities that will prepare dislocated workers for good jobs in high-demand occupations aligned with a regional or community economic development strategy. DWGs are discretionary grants awarded by the Secretary of Labor under section 170 of the Workforce Innovation and Opportunity Act to provide employment-related services for dislocated workers. DWGs provide resources to states and other eligible applicants to respond to layoff events causing significant job losses. This funding temporarily expands the capacity of states or local workforce areas to serve dislocated workers and meet the increased demand for employment and training services, with the goal of quickly reemploying laid-off workers and enhancing their employability and earnings.

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[3] National Dislocated Worker Grants are authorized by the Workforce Innovation and Opportunity Act and replace National Emergency Grants effective July 1, 2015

National Dislocated Worker Grant Program & POWER

To support an American economy that provides opportunity for all, workers must have skills that align with the needs of businesses and must be readily able to adapt as business needs evolve. We anticipate that POWER grantees will support a job-driven approach by ensuring that local and regional economic and workforce development plans are aligned and coordinated, and that the grantees will address specific needs of businesses and workers in the community. The projects proposed under this POWER DWG offering should be regional, industry-focused approaches to workforce and economic development that improve access to good jobs and help communities and workers plan for and recover from transitions in the coal economy.

To achieve the goal of economic transition and diversification, POWER DWGs must work within the POWER Initiative framework to bring together economic development, workforce development, and a wide range of other regional and community stakeholders and businesses. Effective planning and partnerships across targeted, growing and in-demand industries will help ensure that coal-reliant communities are able to grow and diversify their economies in careful and thoughtful ways and help ensure that they are able to foster and maintain viable businesses. Workforce training aligned with this planning, including those funded through the POWER DWG, will help ensure that skilled workers are available for new and existing jobs in the course of this transition.

ETA has committed to setting aside up to $20 million over three years to support the POWER Initiative. This TEGL provides instructions for eligible applicants to apply for these funds, and information on how the funds can be used upon receipt of a grant award.

4. Qualifying Events/Qualified Communities:

General POWER Qualifications

Communities eligible for POWER DWG funds are those that have been impacted, or can reasonably demonstrate that they will be impacted by a public announcement or individual notifications of layoff, by coal mining or coal power plant employment loss (or layoffs in the manufacturing or transportation logistics supply chains of either). The Department will review applications that can demonstrate the degree of economic distress/impact resulting from coal economy contractions (e.g. mine closures, power plant closures, etc.). Applicants must demonstrate how the project proposed will mitigate those impacts through support for job-creating economic development in compatible industries.

A description of the community's reliance on the coal economy and the related contractions must be included in the project narrative for each application. This description may include information such as shrinking coal-related employment, announced job cuts or company closures, decreased economic activity related to the coal economy, and other information that the applicant has determined will provide evidence of the impact of coal-related economic transition on their economy.

POWER DWG Qualifying Events

In addition to demonstrating the broad impacts of downturns in the coal economy on the local or regional economy, applicants will be required to identify the area that will be covered by the project. This project area must align with the ongoing economic development strategic planning efforts.

Applicants must also identify the qualifying event(s) that enable them to receive DWG funds. There are two methods by which the qualifying event(s) threshold may be met:

1. Identification of one or more qualifying layoffs that occur in regions or communities. Qualifying layoffs are those in which **at least 50 *total* job losses** can be directly or indirectly attributed to downturns in the coal economy—including but not limited to mining, transport, and power generation—that have occurred no more than **18 months** before the application date within the identified project area. *Applications based upon qualifying layoffs occurring more than 18 months before the application date must include a substantial justification of how the impacts of these layoffs are still impacting the community or regional economy.*

   The 50 total job losses may come from a single layoff or from a series of layoffs across the area to be covered by the grant.

2. In rare cases, there may be regions or communities that wish to apply for POWER DWG funds but cannot demonstrate 50 total job losses during an 18 month period due to the small, rural nature of the region. For these communities, ETA may accept an application that can show job losses that have had a substantial impact on the unemployment rate of the region.

5. **Eligible Participants.** Participants in POWER DWGs must be eligible dislocated workers who live or were dislocated from employment within the area covered by the application. Generally, a dislocated worker is an unemployed individual with previous attachment to the workforce who was laid off. (For a full definition of dislocated worker eligibility, see WIOA section 3(15).)

   For POWER DWGs, grant participants must be dislocated workers, and be directly impacted by layoffs from coal mines or coal-fired power plants, or layoffs from the manufacturing or transportation logistics chains of either. Any of these eligible dislocated workers who live or work within the region or community identified in the grant application may be served through this grant. Grantees will be permitted to add participants to the grant at any time during the first year of the grant; at the end of the first year, a grant modification must be submitted that will formally include all additional participants. Similar to other ETA-funded programs, veterans will receive Priority of Service for training and services made available under POWER DWGs, as required by the Jobs for Veterans Act and described in TEGL 10-09.

6. **Eligible Applicants.** Applicants eligible to apply for POWER DWGs are the state agencies responsible for administering WIOA title I activities, including those in outlying areas, within which is a qualified POWER community or region, as well as entities eligible to receive funding under section 166 (Indian and Native American Program grantees) of WIOA. State agency applicants must include in their applications as partners the relevant local workforce development board(s) (which were called workforce investment boards under WIA) in the impacted regions or communities.

   Per the requirements of the POWER Initiative, applicants must describe in their project narrative how they have partnered with economic development and other organizations as part of the broader POWER Initiative.

7. **Application Procedures and Requirements.** Applications for POWER DWGs are to be submitted via the DWG Electronic Application System (eSystem). Applications will be accepted following the publication of the FFO through the end of Program Year 2017, or until funds are no longer available. DWGs are listed in the Catalog for Federal Financial Assistance under 17.277 and are funded by the Employment and Training Administration. This Training and Employment Guidance Letter serves as the announcement for a new funding opportunity FOA-ETA-15-09, POWER National Dislocated Worker Grants. The application must contain:

   - An SF-424 (OMB No. 4040-0004)
   - An SF-424A (OMB No. 4040-0006)
   - A Project Synopsis – Form 9106 (OMB No. 1205-0439)
   - A Planning Form – Form 9103 (OMB No. 1205-0439), with projected enrollment and expenditure information. Work-based learning activities should be included under the existing "OJT" fields.
   - A project narrative that addresses the items discussed in the POWER FFO, as well as those listed below under POWER DWG Project Narrative Requirements (OMB No. 1205-0439), and includes the activities contained in the "Use of Funds" portion of this section.
     - ETA anticipates that an application will be approximately 15 pages in length (double spaced).

   NOTE: Work-based learning activities should be included in the grant application under the existing "OJT" fields.

   The grant award package may include additional terms and conditions that will apply to the project that are not listed here, including information on grant modifications, enrolling of additional participants, and completing employer data records during the course of the grant project.

POWER DWG Coordination With Economic Development Planning

An eligible region or community interested in applying for a POWER DWG must demonstrate how the proposed workforce project is integrated with an existing Comprehensive Economic Development Strategy (CEDS), or other relevant strategic economic development plan. As described below, POWER DWG applications require a description of the alignment between the proposed POWER DWG activities and the overarching regional or community economic development strategy. In addition, a copy of this strategy or plan must be included with an application for a POWER DWG.

POWER DWG Project Narrative Requirements

As noted in the POWER FFO, separate applications are required to be submitted to each funding agency from which the applicant team wishes to receive funding. However, a single "core" project narrative should be developed that will be applicable across all funding agencies. The "core" project narrative will provide an overview of the applicant's project goals, expected impacts and funding request and a description of how funding from multiple agencies would assist the applicant in reaching their desired impact. To reduce the burden on applicants, ETA, along with the other funding agencies, will accept the "core" project narrative as part of each application for funding under POWER, with necessary elaboration for agency-specific requirements. This "core" project narrative should include, but is not limited to, the following information:

A description of the qualifying layoff(s) and its/their impact on the community

- This would include any layoff events, announced future layoffs, economic impacts from coal economy contractions or down-sizing of the workforce, and descriptions of how the community has been impacted, or can reasonably demonstrate that they will be impacted, by coal economy employment losses. Economic indicators, labor market analyses, public announcements, demographic, and industry data are strong sources of data to demonstrate these impacts.
- Rapid Response activities which have been or will be conducted, including the data gathered by company and/or worker surveys.
- Applicants are encouraged to provide data (median income, coal mine closures, etc.) from federal sources such as the Bureau of Labor Statistics, the Energy Information Administration, or DOL (http://www.msha.gov/OpenGovernmentData/OGIMSHA.asp). All sources of information, however, will be considered as part of the application. Please note that regions are geographic and economic areas, which need not be contiguous or defined by political boundaries, that are capable of undertaking self-sustained economic development.

A clear project summary and description of integrated approach of economic and workforce development activities

- A discussion of the overall project and specific discussion of economic and workforce development activities.

- A discussion of how the economic and workforce development activities described are going to be integrated in a complementary manner.
- A discussion of how each federal funding source would be used, and how any existing federal, state, local, and/or private resources/capacity would be leveraged.
- For applications seeking funding only for DWG funding, the narrative must include a full explanation of how economic development activities will be integrated into the program.
- An overview of the applicant's funding requests to all funding agencies including an overview budget (more detailed budgets will be required for each individual application for funding requested from each funding agency).

A description of connectedness with existing planning efforts

- A demonstration of how the project proposed is the implementation of an existing planning effort. Eligible plans that will be considered are CEDSs that address economic diversification needs or other equivalent regional economic development plans, or regional and/or state-wide strategies for addressing workforce shortfalls that are compatible with and aligned to applicable economic development plans. For this POWER DWG opportunity, applicants should describe the coordination with or development of strategic plans as follows:
    - If one or more plans exist within the region, include any referenced plan as part of the application and describe how it will align with the proposed DWG project; or,
    - If a plan exists but requires additional work to ensure alignment with the proposed DWG project, describe the additional planning that will be undertaken with the DWG and include a copy of the plan(s) in the application; or,
    - If no current plan exists, describe how the strategic planning portion of the proposed DWG project will develop a comprehensive plan for the region or community.
- A description of the region's economic diversification goals and how the project will help bring about this diversification within the region

A description of the regional economic and workforce development partnership

- A discussion of what resources and capabilities each partner brings to the project and how they will functionally align, leverage and execute their collective efforts in the implementation of this project; examples of project partners include local workforce development boards, economic development organizations, educational or training institutions, community leaders, community-based organizations, or other stakeholders.
- A description of any additional (existing) federal or state resources (grants, loans, etc.) that would complement activities described in the project and how their effectiveness would be amplified.

8. **Application Review & Award.** Applications for POWER DWGs will be accepted, and funding decisions will be made, on a rolling basis. All applications received while funds remain available for the POWER Initiative, will be given an initial review for completeness by the Grant Officer before program review to assess the technical merit and responsiveness of each application. This program review will carefully evaluate the applications against the criteria outlined in this TEGL and in the POWER FFO to determine the merits of each application. These criteria are based on the policy goals, priorities, and emphases set forth in the FFO and in this TEGL. The program review will advise the Grant Officer on whether to make a selection for funding; the results of the review are advisory in nature and not binding on the Grant Officer. The Grant Officer reserves the right to take into consideration other relevant factors when applicable. Such factors may include the geographic distribution of funds and/or other relevant factors. The Grant Officer may also consider any information that comes to his/her attention.

   Applicants whose applications that do not initially meet the funding criteria will be able to resubmit their application with revisions or new information for re-evaluation.

   NOTE: ETA will determine if the applicant had any restriction on spending for any ETA grant due to adverse monitoring findings within the past three years. Depending on the severity of the findings, the Grant Officer may elect to not provide the applicant a grant award, or to issue an award with special conditions.

   ETA may elect to award a grant with or without discussions with the applicant. Should a grant be awarded without discussions, the award will be based on the applicant's signature on the SF-424, including electronic signature, which constitutes a binding offer by the applicant. All applications deemed to be responsive by the merit review panel will then go through a risk review process. Before making an award, ETA will review information available through any Office of Management and Budget (OMB)-designated repository of government-wide eligibility qualification or financial integrity information, such as the Federal Awardee Performance and Integrity Information System (FAPIIS), Dun and Bradstreet, and "Do Not Pay." Additionally, ETA will comply with the requirements of 2 CFR Part 180 and 29 CFR Part 98 (Government-wide Debarment and Suspension (Non-procurement). This risk evaluation may incorporate results of the evaluation of the applicant's eligibility (application screening), or the quality of its application (merit review). If ETA determines that an entity is responsible and an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award. Risk-related criteria to be evaluated include:

   1. Financial stability;

   2. Quality of management systems and ability to meet the management standards prescribed in the Uniform Administrative Guidance;

   3. History of performance. The applicant's record in managing awards, cooperative agreements, or procurement awards, if it is a prior recipient of such Federal awards, including timeliness of compliance with applicable reporting requirements, and if

applicable, the extent to which any previously awarded amounts will be expended before future awards;

4. Reports and findings from audits performed under Sub-part F – Audit Requirements of the Uniform Administrative Guidance or the reports and findings of any other available audits and monitoring reports containing findings, issues of non-compliance, or questioned costs;

5. The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on recipients.

In addition, under the guidelines for the POWER Initiative, ETA's technical and merit reviews will also include a consideration of the following factors:

1. Economic Impact
   - The strength of the nexus between the proposed project and the economic impacts of contractions in the coal economy; and,
   - The relative economic distress of the region.

2. Relative Strength of Economic and Workforce Development Integration
   - The demonstrated coordination between the project's economic development investment and workforce development efforts;
   - The extent to which the application meets the overall funding principles of section 1.C of the POWER FFO; and,
   - The extent to which the project will enable the community/region to become more diversified and more economically prosperous and dislocated workers served by the project regain family supporting jobs and careers through reemployment.

3. Relative Strength of Connectedness with Existing Plans and Strategies
   - The connectedness of the project with an existing CEDS or equivalent economic development and/or workforce development strategies.

4. Relative Viability of Project
   - The ability of the proposed project to realistically achieve the desired results and catalyze additional resources;
   - The ability of a project to start quickly, create jobs, and assist workers; and,
   - The financial or management capability of the applicant.

NOTE: Any region or community that has an existing National Emergency Grant to respond to coal industry layoffs should coordinate the grant activities with any POWER-related economic development planning activities. Any new application for POWER DWG funds from an area that has an existing grant for coal industry layoffs must describe the coordination of the activities of the POWER DWG and the existing grant as part of the project narrative.

9. **Use of Funds.** POWER DWGs should provide services that are aligned with, and designed to support the goals of, the region's POWER Initiative economic development strategy. Applicants should consider providing those services that will best ensure participants have the skills and competencies necessary to compete for jobs in emerging or targeted industry sectors as identified by the POWER Initiative planning process. The types of activities and services that may be provided are listed below; other potential activities and services may be allowed based on consultation with ETA.

Strategic Planning

One priority of the POWER DWGs is to align workforce planning with economic planning to ensure states and regions are implementing industry-focused approaches to workforce and economic development. Regional planning and strategies support dislocated workers by assessing the regional economic landscape to identify new or growing employment opportunities in the region. They also help ensure partnerships and regional assets from the workforce investment system, industry, community colleges, labor unions, nonprofits and other stakeholders are aligned and integrated under strategies that can be used to respond to economic shocks, such as plant downsizing or closing. These activities may support the development of new strategies or updates and expansion of preexisting plans and strategies.

Power DWG partnerships are authorized to use a portion of funds for planning purposes, with a focus on finalizing and linking workforce development strategies with CEDS or other relevant economic development plans. Allowable uses of POWER DWG funds for planning include, but are not limited to:

- Partnership and program development with stakeholders, employers, apprenticeship programs, etc, including convening regional partners, employers, or other stakeholders;
- Acquisition, analysis and utilization of workforce information to identify regional trends, including but not limited to labor market information and other state or private data;
- Asset mapping and other analysis, such as Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis;
- Developing regional plans;
- Developing early layoff warning systems or conducting other comprehensive layoff aversion strategy formulation;
- Training for staff in State and local areas necessary to facilitate regional planning and implement regional strategies;
- Establishing social and/or peer learning networks among regions using sector strategies;

- Identifying and mapping the necessary skills and competencies for in-demand jobs, and assessing how well those skills and competencies are reflected in existing training programs and curricula; or,
- Identifying aligned industry credentials for those skills and competencies needed

Up to 20 percent of the proposed grant amount, but not more than $250,000, may be used for planning purposes.

Program Services

ETA is interested in funding programs that can effectively recruit and serve a range of dislocated workers, and are built around a comprehensive, up-front assessment of participant skills relative to those required for employment and provide customized interventions across four tracks: 1) re-employment services such as comprehensive skills assessments, intensive coaching, and other short-term, specialized services culminating in direct job placement; 2) training and work-based learning opportunities such as OJT Registered Apprenticeship; 3) accelerated skills training, with a focus on work-based training, such as Registered Apprenticeship, that leads to industry-recognized credentials and employment; and 4) entrepreneurial training opportunities. ETA is particularly interested in programs that coordinate closely with Unemployment Insurance (UI) programs to ensure UI claimants, individuals who have exhausted UI benefits, and other dislocated workers encountering long-term unemployment are provided intensive, staff- assisted counseling, reemployment services and assessments to help them navigate entry into new careers[4]. POWER DWG Program Services are categorized into two categories:

1. Enhanced Career Services to Dislocated Workers
2. Training and Work-Based Training Models

Enhanced Career Services to Dislocated Workers

Enhanced career services provide dislocated workers with the range of services, training, and job placement assistance they need to fill jobs in identified emerging or other high demand sectors. Some participants may require re-employment services such as career coaching and assistance in adapting their skills and experience to new industries, while others may benefit from short-term and even longer-term training to obtain good jobs. These workers may require targeted and customized employment assistance and counseling, training, and other specialized service interventions to succeed in the labor market as rapidly as possible.

POWER DWGs will be administered consistent with WIOA, which allows greater flexibilities in providing services to dislocated workers through career services. Applicants must describe the types of career services, consistent with WIOA and applicable state and local policies, they will undertake in their proposal which may include:

[4] DWG grant funds may be used to provide Needs-Related Payments to eligible participants when authorized by local policies and procedures.

- Short-term prevocational services, including –
    - Development of learning skills
    - Communication skills
    - Interviewing skills
    - Punctuality
    - Personal maintenance skills
    - Professional conduct skills;
- Internships or work experiences that are linked to careers;
- English-language acquisition programs in coordination with other activities, as appropriate for individuals to obtain unsubsidized employment;
- Comprehensive and specialized assessments of the skill levels and service needs of dislocated workers, which may include –
    - Diagnostic testing and use of other assessment tools; and
    - In-depth interviewing and evaluation to identify employment barriers and development of individual employment plans;
- Career planning, job coaching and job matching services;
- Identification of appropriate training programs;
- Job development and placement; and,
- Providing referrals to, and coordination with, other programs and services.

Training and Work-Based Training Models

Applicants must discuss and provide a rationale for the types of career, training or work-based training to be undertaken under the POWER DWG project—including how these strategies will help meet the goals identified by the economic development planning process. Allowable training and work-based training strategies include:

- Traditional classroom training funded through Individual Training Accounts (ITAs)
- Development and provision of On-the-Job Training projects;
- Development and provision of transitional job opportunities and policies;
- Pre-apprenticeship training for dislocated workers with linkages to Registered Apprenticeships;
- Referrals and support in placing participants into Registered Apprenticeship programs, including development of policies for use of ITAs and supportive services to support participation in these programs;
- Development of customized/cohort-based training to meet the needs of employers;
- Development and provision of work support activities for workers with barriers to employment while in training, including low-wage workers and workers with disabilities, such as supportive services, activities during non-traditional hours, assistive technology, benefits planning, and the inclusion of onsite child care while participating in these activities;
- Updating of curricula and training faculty in existing programs to be better aligned with employer needs; and,

- Development and provision of competency-based training strategies that result in stackable and/or latticed credentials that are industry recognized.

Selected work-based training models must comply with the following requirements:

- OJT opportunities and customized training must be provided under a contract with an employer in the private-nonprofit or for-profit sector
    - Credential attainment is **not** required to be a part of OJT, and OJT will continue to be exempt from the ETA's credential measure. However, grant recipients are strongly encouraged to prioritize OJT opportunities to include a formal training component that leads to a credential.
    - The parameters associated with OJT in ETA's current OJT guidance, TEGLs 4-10 and 16-12, apply to any OJT opportunities offered under the POWER DWG, notwithstanding the definition of prolonged unemployed contained in these guidance documents and the OJT reimbursement rate allowed in TEGL 4-10.
    - Consistent with WIOA, the application should identify the wage cap for OJT. Generally it is 50 percent, however, the Governor or local board may increase it to 75 percent based on certain factors. If seeking an increase in the wage cap to 75 percent, the application should identify the factors it is using to make the determination, they may include:
        - Participant characteristics;
        - Size of the employer or employers;
        - Quality of the employer-provided training, as well as any advancement opportunities for participants; and,
        - Other factors identified in the application.

- Although the purpose of the POWER DWG is to provide support for dislocated workers who are currently unemployed, a portion of available funding may be used for incumbent worker training (IWT) strategies for underemployed workers—i.e., workers who would prefer full-time work but are working part-time for economic reasons. While these workers are employed, they have experienced a reduction in hours or a previous dislocation that has led them to accept reduced employment and often lower wages that may have a permanent effect on their careers. IWT strategies, if proposed, must be described in the application narrative. These strategies must focus on increasing skills for underemployed workers in an effort to advance these workers to more skilled positions with the same employer or industry sector leading to an increase in earnings through more work hours or an increase in pay. Once these workers advance, the employer must provide an opportunity to the local service provider to fill this now vacant position with a local dislocated worker. As part of the Incumbent Worker upskilling strategy, applicants must describe their upskill/backfill strategy in their application narrative.

- Transitional jobs opportunities must be provided under a contract with an employer in the private non-profit or for-profit sector, as well as non-federal public sector

employers. Transitional jobs are time-limited work experiences that are subsidized for dislocated workers with barriers to employment who are either chronically unemployed, long-term unemployed, or have an inconsistent work history. Successful transitional jobs strategies often include partnerships with other programs such as Temporary Assistance for Needy Families (TANF). If transitional jobs are part of the proposal, they should be described in the application narrative.

For non-work-based training, project operators must limit the training opportunities provided to training providers listed in their Eligible Training Provider List (ETPL), although project operators may issue training contracts as provided in section 134(c)(3)(G) of WIOA, as proposed training programs must have demonstrated success in serving the targeted population. Additionally, project operators should give preference to competency-based education and training that results in stackable, industry-recognized credentials.

10. **Application Period.** Eligible applicants may apply for POWER DWGs upon publication of the POWER Initiative FFO. However, it may be beneficial for potential applicants to consider the full range of POWER projects that they intend to seek funding for and submit applications at the most appropriate times based on the specific application deadlines and requirements from each funding agency. Because POWER DWGs require alignment with an existing economic development plan, a community that expects to apply for EDA funds under the POWER Initiative would likely be better off waiting to apply for a POWER DWG until such time as an effective POWER economic development plan has been developed.

    POWER DWG applications will be accepted through Program Year 2017, which ends on June 30, 2018, or until the funds reserved for this initiative have been awarded.

11. **Awards.** POWER DWG awards will range from $500,000 to $2 million, depending on the needs identified in the application, the number of participants to be served, and the amount of funds that remain available for award. Supplemental funding may be awarded upon the expenditure of the initial funding, based upon demonstrated need, project performance to date, and the availability of funds.

    Based upon the specific information included in the application, amount of funds remaining available, or other factors, ETA may make awards for less than the amount requested by the applicant.

    Awards for any applications received before July 1, 2015 will not be funded until after July 1, 2015.

12. **Funds Availability.** Awarded funds will be available for expenditure from the date of award for a period that includes the remainder of the Program Year of award plus two additional Program Years. However, the Department reserves the right to provide period of performance extensions beyond this date, as it deems appropriate and necessary, to achieve the purposes of these awards.

13. **Performance and Fiscal Reporting.** To ensure ETA is able to assess the success of the POWER DWG projects, the collection of accurate, quality data is a critical component of financial and performance accountability. To satisfy statutory and regulatory recordkeeping and reporting requirements, states and other entities must report characteristics, services received, and outcomes of participants served with WIOA funds, including POWER DWGs. Such information is necessary to determine the success of these investments. The following performance and fiscal reports are required:

- ETA 9090 – WIA Quarterly Report (OMB Control No. 1205-0420)
- Workforce Investment Act Standardized Record Data (WIASRD) Quarterly Submission (OMB Control No. 1205-0420)
- ETA 9130 – U.S. DOL ETA Quarterly Financial Status Report (OMB 1205-0461)
- ETA 9104 – DWG Quarterly Performance Report (QPR) (OMB 1205-0439)

States must submit WIASRD data on all participants and exiters, on a quarterly basis, from POWER DWGs. All relevant WIASRD data elements must be completed. An explanation of some of the particularly important elements follows:

- WIASRD data items 923 and 924 (1st and 2nd DWG Project IDs), which make it possible to isolate the individuals who were provided services through these POWER DWGs from the general WIA/WIOA DW population, as well as other DWG projects.
- WIASRD data item 901 (Date of Exit) will be used in the calculation of POWER DWGs outcomes.

In order to evaluate the success of POWER DWGs, it is imperative that grantees make every effort to submit the required reports on a timely basis, and that they be accurate and complete. ETA will work with the grantees to transition the required reporting requirements to the performance reporting requirements that will be implemented for the WIOA. The WIOA reporting requirements will become effective July 1, 2016.

Individuals in OJT are exempted from the credential attainment measure for the POWER DWG program, unless the OJT results in the attainment of a credential and subsequent employment. It should be noted that while an individual participating in OJT is not counted for performance under this measure, the information on credential attainment for each individual must still be collected and reported in the WIASRD and submitted to ETA. The number of participants and exiters in the POWER DWG must be included in the quarterly aggregate counts submitted by states in the ETA 9090, WIA Quarterly Report.

We encourage, but do not require, eligible entities to develop other metrics for their POWER DWG grants and to provide the results in the comments section of their ETA 9104 submissions. Eligible entities might want to consider gathering information on provider and employer level characteristics, services delivered, and the number of long-term unemployed served. They also may wish to develop metrics that measure things such as initial employer involvement, the depth of the employer's involvement, and a demonstration of repeat usage of the workforce investment system by the employer.

NOTE: The grant officer will negotiate with grantees on how to keep track of employers who have workers or former workers served through the grant.

14. **Paperwork Reduction Act (PRA) Statement.** According to the PRA, no persons are required to respond to a collection of information unless such collection displays a valid OMB Control Number. The Department notes that a Federal agency may not conduct or sponsor a collection of information, nor is the public required to respond to a collection of information unless it is approved by OMB under the PRA, and displays a currently valid OMB Control Number (44 U.S.C. 3507). Also, notwithstanding any other provisions of law, no person shall be subject to penalty for failing to comply with a collection of information if the collection of information does not display a currently valid OMB Control Number (44 U.S.C. 3512). The currently valid OMB Control Number for this collection is OMB 1205-0439.

15. **Inquiries.** Questions about this guidance should be directed to the appropriate ETA Regional Office and to NO-OWI.Official@dol.gov.

Appendix C. SBA Regional Innovation Clusters

In coordination with the POWER Initiative, SBA will be seeking proposals from cluster initiatives for its Regional Innovation Cluster program. The SBA intends to make one contract award to an entity that will provide cluster initiative services to a community affected by changes in the coal economy. SBA is interested in proposals that: (a) support the growth of a regional cluster; (b) demonstrate strong regional, bottom-up support; (c) are market-driven; (d) demonstrate high potential for success and sustainability; and (e) closely align with emerging trends. These clusters initiatives will involve public-private partnerships that align federal resources and programs – including SBA's entrepreneurial education network, lending and investing partners, business development programs and Small Business Innovation Research program – with existing state and local resources, regional strengths, and economic growth opportunities in communities both within the region and beyond.

Please note that the SBA expects to issue a contract solicitation for cluster initiative services on June 1st, 2015, which will be listed with full application instructions on FedBizOpps.gov (www.fbo.gov). For additional information, please refer to the Sources Sought notice posted concurrently with the POWER FFO on FedBizOpps.gov:

https://www.fbo.gov/index?s=opportunity&mode=form&id=02d9b540fa80138d5d02a1e778166c9a&tab=core&_cview=0

Below is an excerpt of the intended requirement background which is included in the Sources Sought notice:

Requirement Background: The SBA is investing in regional clusters throughout the United States. Clusters are geographic concentrations of interconnected companies and institutions in a particular field. These clusters span a variety of industries that include energy, manufacturing, agriculture, and advanced defense technologies. The goal of the Agency's involvement in clusters is to increase small business participation and economic activity.

A cluster initiative serves as an organizing entity. The cluster activities increase opportunities for small businesses to participate, promote innovation within the chosen industry, and generally enhance regional economic growth.

Cluster initiatives build off of organic industry clusters by purposely integrating small, medium, and large companies, non-profit organizations, and universities for business funding and research opportunities that create jobs, attract capital, and have long-term, positive economic impact.

Each cluster provides the small business community with matchmaking opportunities, business training, counseling, and mentoring - all to assist small business growth and increased economic activity.

Successful cluster initiative proposals will include partnerships with and between business and industry groups, academic institutions, economic development organizations, entrepreneurial education programs, and training initiatives - and will reflect an industry-specific or region-specific focus and collaboration.

This Acquisition Need: The SBA intends to award up to three new contracts to contractors to head cluster initiatives. Of the three intended awards, the SBA intends to make one contract award to an entity that will provide cluster initiative services to a community affected by changes in the coal economy. Each contract will be for a base year and four option years. The base year is expected to be for a firm-fixed, not-to-exceed (level-of-effort) price. Travel costs and event costs will be included in the negotiated firm-fixed, not-to-exceed price. The contractor will also provide fully loaded labor rates for a Program Director, Program Manager, Project Manager, and Technical Business Advisor for each year. The rates for the base year will be used to determine that the offered firm-fixed, level-of-effort price is fair and reasonable. The option year rates will be used to negotiate the option year firm-fixed, not-to-exceed price once a budget is established.

It is expected that in response to the Combined Synopsis/Solicitation, Contractor's proposal shall include the details of its proposed cluster activities - the region to be focused on and the industry to be enhanced. Proposals will be ranked more highly that focus on a regional cluster not being currently supported through active SBA contracts. Possible cluster services and/or activities may include but are not limited to:

- Business training;
- Business counseling/consulting;
- Mentoring;
- Technology transfer counseling/consulting;
- Commercialization of existing research and development (R&D) counseling/consulting;
- Engagement with Department of Defense, Department of Energy or other federal agency's Small Business Innovative Research & Development Programs;
- Support in obtaining Facility Clearance status and holding of security clearances;
- Export readiness counseling/consulting;
- Support for underserved communities; and/or
- Other defined services relevant to small businesses.
- Building customer bases with federal agency's Contracting, Procurement, and Program Offices;
- Building networks and partnerships;
- Providing opportunities for showcasing and demonstration;
- Assisting in market development in the region and beyond
- Assisting in ascertaining federal agency technology development requirements and priorities, matching; and/or operationalizing cluster technology and capabilities to best meet these needs

- Facilitating opportunities for accessing new resources and markets.
- Incorporation or linkage to an accelerator program;
- Brokering of public private partnerships to enhance the entrepreneurial ecosystem within the cluster;
- Alignment with rapid prototyping centers (e.g. Maker Spaces);
- A focus on advanced industries which include, but are not limited to, manufacturing electronics, robotics, defense systems, power/energy innovations, cyber security;
- Involvement with the National Export Initiative; and
- Involvement with the National Network for Manufacturing Innovation.

It is expected that a Combined Synopsis/Solicitation for this contractual need will be issued on or about June 1, 2015.

Appendix D. ARC Eligibility and Submission Guidelines

A. Who is eligible to apply for ARC funds?

1. Eligible Applicants:

Public and private non-profit organizations, public and non-profit educational institutions, multi-county Local Development Districts (LDDs), local and state governments, special purpose units of local and state governments, and Indian tribes.

2. Service Area:

An applicant organization must limit its ARC proposal to a scope of work designed to benefit the Appalachian Region (40 U.S.C. § 14102(a)(1)). Appalachia is defined by the Appalachian Regional Development Act of 1965, as amended to include certain counties in Alabama, Georgia, Kentucky, Maryland, Mississippi, New York, North Carolina, Ohio, Pennsylvania, South Carolina, Tennessee, Virginia, and all of West Virginia. A list of Appalachian counties can be found at: http://www.arc.gov/counties.

3. Special Requirements for this FFO:

ARC's goal is to help communities achieve economic diversification through investment in emerging opportunities in growth industries such as advanced manufacturing, health care, local food systems, energy, and travel/tourism. For the POWER'15 FFO, an applicant must demonstrate that the primary beneficiary of their proposal has been impacted, or will imminently be impacted by loss of employment from disruptions in coal-related supply chains, from the recent closure of a nearby coal mine or mines, or from the loss of a coal-fired electric generating unit. ARC funds are available to implement economic diversification strategies that have been developed through a region-wide planning process, e.g. a process used for development of CEDS or equivalent economic and workforce development strategy.

B. What are the ARC permitted activities?

Permitted uses of ARC funds include *non-construction* programs that address gaps or shortages in a region's industrial and entrepreneurial ecosystems. Examples of eligible activities include, but are not limited to:

- Provision of direct technical assistance to small and medium-sized firms in the form of incubation, export assistance/market expansion, supply chain development, or operational improvements.
- Support for improving access to capital for new, emerging, or established businesses through creation of angel networks and business accelerators;
- Training programs for skilled individuals seeking new or updated credentials and/or certifications;

- Programs that help to establish an enabling culture of entrepreneurship, including education for young entrepreneurs; or
- Establishment of a supportive infrastructure for business growth including, but not limited to, improved demand for and access to broadband telecommunications infrastructure.

C. Amount of the ARC Award

ARC is setting aside $500,000 for this FFO and expects to make between seven (7) and ten (10) awards. The maximum award is capped at $75,000.

D. What is the cost sharing or matching share requirement for ARC funding?

Under this FFO, applicants must demonstrate a Matching Share from other Federal or non-Federal sources that is available and committed to the project. The share of ARC assistance is determined by the ARC classification of the county or counties served by the proposed activity. Applicants may request up to 80 percent of the total project cost when the county served by a project has been designated as economically "distressed" according to ARC's FY'15 classification scheme. A table showing the maximum ARC share for each ARC County can be found at: http://www.arc.gov/funding/ARCCountyEconomicStatusandMatchRatesFY2015.asp.

To determine the match rate for an ARC multi-county project, find the maximum ARC share for each county within the project's service area (e.g. 80%, 70%, 50%, 30%, or 0%), add the percentages and divide by the number of counties in the project area. The resulting number is the maximum allowable ARC share of the project.

E. ARC Scope of Work

Applicants to this program must clearly identify a scope of work and provide a budget for the use of ARC funds. ARC funding may be combined with funds from EDA, SBA, and DOL to enable a larger scope of work, or they may be used for a stand-alone activity. When used to fund a stand-alone activity, the applicant must show how the ARC activity complements other activity being funded under this FFO, as prescribed in section IV.D.1.

F. ARC Performance Metrics

All ARC applications must provide estimated performance measures, usually projected out to a date three years past the anticipated end of the project. These measures include outputs (i.e. elements paid for with ARC funding) and outcomes (results from the ARC-funded project activity). Guidance on development of ARC performance measures may be found at www.arc.gov/POWER.

G. ARC Application Submission Guidelines

In order to apply for ARC funds, applicants must send a one-page summary, the common project narrative as outlined in section IV.D.1, a distinct scope of work

deploying the ARC funds, and the forms outlined in section **H** below, **directly** to ARC. Applications should be submitted electronically as a PDF attachment to an email, addressed to POWER15@arc.gov. ARC will not accept applications transmitted by facsimile nor are we currently accepting applications through www.grants.gov. For information on submitting a paper application by overnight delivery and for more detailed instructions, visit www.arc.gov/POWER.

H. ARC Application Forms

In addition to the summary, the "core narrative," the ARC scope of work, and the ARC Budget Narrative, all applicants for ARC funding must include the following required forms for ARC, which are available at www.arc.gov/power. Submit all forms to POWER15@arc.gov. Adobe portable document form (.pdf) is the preferred file type.

- SF-424
- SF-424A
- POWER Budget Narrative
- SF-424B

I. Review Process

ARC will designate a review team that may include Federal, State, and Commission staff, to review applications, judge them against the evaluation criteria presented in section V.B. of the FFO, and rank them on their overall merit. The applications will then be presented to the Federal and State Co-chairs for final selection.

J. ARC Reporting Requirements

Financial and performance progress reports, submitted by electronic means, are required from each ARC grantee in accordance with the grant agreement. The conditions of the agreement will be developed based on the project description for the associated ARC scope of work, as presented in the project proposal. The grantee may also be asked to provide qualitative/quantitative data on project progress and best practices, including through learning events, webinars, or other forums.
Detailed reporting guidelines can be found in the ARC Grant Administration Manual at http://www.arc.gov/POWER.

K. Funding Restrictions

Ineligible use of funds:

- Using funds for recipient's general operating costs;
- Purchase of a motor vehicle;
- Purchase of real estate;
- Grants to individuals or private, for-profit businesses;
- Engineering and construction;
- Capitalization of a revolving loan fund (RLF); and
- Any activity otherwise disallowed by ARC's Project Guidelines, found at www.arc.gov/publications/ARCProjectGuidelinesContents.asp.

L. Other Requirements

The need to adhere to applicable administrative requirements and Federal cost principals are incorporated by reference into terms and conditions of each ARC grant agreement. Award recipients must follow the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Appendix E. Additional POWER Agency Assistance

A number of other federal agencies and offices will also participate in, and allocate resources to, the POWER Initiative by providing technical assistance and education and outreach to winning POWER applicants , preference points for agency funding for applications from additional POWER partnerships, and additional direct funding where applicable. Agencies providing funds in this FFO will also seek to provide additional assistance to winning applicants. This will include:

1) **U.S. Department of Agriculture (USDA)-Rural Business Cooperative Service (RBS)**: The RBS will use its portfolio of economic development programs to support winning applicants. USDA Rural Development State Directors and the RBS Administrator will assign priority through discretionary points for applications from winning applicants and other impacted coal communities for RBS loans or grants and will focus outreach to such communities.

2) **Appalachian Regional Commission (ARC)**: Governors from the 13-state region that ARC serves will consider allocating a portion of their respective state shares of ARC funds to support winning applicants based in their states.

3) **Department of Labor-Employment and Training Administration (ETA)**: Winning applications would be eligible for additional National Dislocated Worker Grant funding through State Workforce Agencies from the Secretary of Labor, and could also leverage state and local formula Workforce Investment and Opportunity Act (WIOA) funds to provide additional employment and training services.

4) **Environmental Protection Agency (EPA), Office of Solid Waste and Emergency Response**: Winning applications involving power plant sites could receive special consideration when applying for Brownfield Program grants

5) **Department of Energy (DOE)**: DOE, through its Jobs Strategy Council, will provide energy-related technical assistance resources to winning applicants from DOE offices and National Labs, and access to investment in a range of energy and manufacturing technology projects through its Loan Program Office.

6) **Department of Treasury, Community Development Financial Institutions (CDFI) Fund**: The CDFI Fund will (1) conduct outreach to CDFIs and Community Development Entities (CDEs) that serve winning applicant communities with low or no CDFI/CDE investment; (2) provide training on CDFI Fund programs to state/regional staff of participating federal agencies; and (3) include investment in winning applicant communities as a targeted investment option in the New Market Tax Credit (NMTC) Program application.

7) **Department of Commerce, SelectUSA**: SelectUSA will (1) provide counseling to winning applicants, as needed, on best practices related to foreign direct investment (FDI) attraction; (2) support winning applicant communities, as needed, through overseas investment missions; and (3) at the request of a winning applicant, advocate on behalf of the USG to help retain or attract firms engaged in global location competitions (in a geographically neutral manner with respect to locations within the U.S.).

8) **Department of Commerce, NIST-Manufacturing Extension Partnerships (MEP**): The MEP Center network will provide technical assistance services to manufacturers in the coal power plant and coal mining supply chains that are located in winning applicant communities. Based on specific engagements between manufacturers and MEP Centers, services will be tailored to address the needs of the impacted manufacturers and may include strategies related to diversification, risk mitigation, market research, and entry into new and export markets.

9) **Corporation for National and Community Service (CNCS):** CNCS will encourage its AmeriCorps grantees to support winning applicants. Additionally, CNCS will connect impacted communities with CNCS State Offices to assess capacity needs and potential collaboration with AmeriCorps VISTA.

10) **Department of Interior, Office of Surface Mining Reclamation and Enforcement (OSMRE):** OSMRE will work with its Abandoned Mine Land state and tribal programs and winning applicants to identify and leverage linkages between AML reclamation projects and the planning and implementation of partnership economic development strategies.