U.S. DEPARTMENT OF LABOR
Employment and Training Administration

NOTICE OF AVAILABILITY OF FUNDS AND FUNDING OPPORTUNITY ANNOUNCEMENT FOR:
Re-**E**mployment **S**upport and **T**raining for the **O**pioid **R**elated **E**pidemic, RESTORE Grant Program

ANNOUNCEMENT TYPE: *Initial*

FUNDING OPPORTUNITY NUMBER: *FOA-WB*-19-02

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER: *17.700*

KEY DATES: *The closing date for receipt of applications under this Announcement is* **August 23, 2019**. We *must receive applications no later than* ***4:00:00 p.m. Eastern Time****.*

ADDRESSES: *Address mailed applications to:*

> ***The U.S. Department of Labor***
> ***Employment and Training Administration, Office of Grants Management***
> ***Attention:*** **Mr. Jimmie Curtis,** ***Grant Officer***
> ***Reference FOA-WB*-19-02**
> ***200 Constitution Avenue, NW, Room N4673***
> ***Washington, DC 20210***

For complete application and submission information, including online application instructions, please refer to Section IV.

The U.S. Department of Labor Employment and Training Administration ("ETA") is responsible for the grant award process for this Women's Bureau grant program.

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EXECUTIVE SUMMARY:

The Women's Bureau ("WB"),), U.S. Department of Labor (DOL, or the Department, or we), announces the availability of approximately $ 2.3 million in grant funds authorized by the 29 U.S.C. § 13 and the Consolidated Appropriations Act, FY2019 for the **R**e-**E**mployment **S**upport and **T**raining for the **O**pioid **R**elated **E**pidemic, RESTORE Grant Program (hereafter referred to as the RESTORE grant program).

Under the grants, eligible applicants will directly address the employment needs of women affected by the opioid crisis and combat its impact in some of the hardest hit areas of the country. Applicants will establish and/or build on cooperative relationships among service providers and key stakeholders in order to train and employ women workers who have been adversely affected by the opioid crisis. Applicants may propose to serve women workers in communities impacted by the health and economic effects of widespread opioid use, addiction, and overdose. The grants are intended to provide employment training, career services, and supportive services to women who have been directly or indirectly affected by the opioid crisis in order to support positive outcomes for women participants.

To be eligible for funds under this grant program, an applicant must be a state government, an Indian/Native American Tribal government or organization, a state or local workforce development board, or a non-profit organization including a community-based or faith-based organization. In establishing this grant competition, the Department aims to create a support structure that specifically will:

- Provide training and other services to women workers affected by the opioid crisis;
- Establish a new program or expand an existing program to quickly address the urgent challenges faced by women in the areas of the country hardest hit by the opioid crisis; and
- Establish partnerships with key stakeholders, which may include women's organizations and state and local women's commissions, as well as agencies and organizations in workforce development, public health and substance abuse, human services and other organizations that provide supportive services.

The Department of Labor Women's Bureau will fund a grant with a period of performance of 30 months. The grant period of performance for this FOA is 30 months, including an eighteen-month planning and operations period and a twelve-month follow-up period.

Approximately four (4) to eight (8) grants of $250,000 to $500,000 each will be awarded. Selection of grantees will be determined based on the factors set forth in the evaluation criteria in Section V.A.

The Department is committed to producing strong evidence on the effectiveness of its grant programs, and full participation (by grantee and any sub-awardees) in any evaluation initiated by the Department is a condition of all grant awards.

I. FUNDING OPPORTUNITY DESCRIPTION

A. PROGRAM PURPOSE

This Announcement solicits applications for the RESTORE Grant Program. The purpose of this program is to address the employment needs of women who have been directly or

indirectly affected by opioid abuse and addiction through coordinated, employment-focused services to train and employ women workers.

Over the course of the last two decades, opioid addiction in the United States has become a crisis of epic proportions. In 2016, the number of drug overdose deaths continued to increase, reaching 63,632. Opioids were involved in 66.4 percent of drug overdose deaths. The rate of drug overdose more than tripled between 1999 and 2016, increasing from 6.1 per 100,000 to 19.8 in 100,000.[1] In 2017, the Substance Abuse and Mental Health Services Administration reported that 11.4 million Americans misused opioids including 5.2 million women[2], and that 2.1 million people including 860,000 women had an opioid use disorder.[3]

Across the country, women have been particularly hard hit by the rise in prescription and illicit opioid abuse: the death rate among women stemming from prescription pain reliever overdoses increased more than 400 percent between 1999 and 2010, versus a 265 percent increase among men during the same period.[4] The Center for Disease Control has documented similar increases in women's death rates from illicit opioids, with heroin overdose deaths among women tripling in the three-year period from 2010 to 2013.[5] In addition, from 2005 to 2015, opioid-related inpatient hospital stays increased 76 percent for women and 55 percent for men, and in 2014, women had higher rates of opioid-related inpatient hospital stays in most states.[6] There has been substantial variation across the country, and women have been affected at much higher levels in some states than in other states.[7]

Research has established a direct correlation between the prevalence of opioid prescriptions and a decrease in labor force participation rates[8] and places annual lost workforce productivity in the United States due to opioid abuse at a staggering $20 billion each year.[9] Nationwide, women's labor force participation rates were 56.8 percent including 70.5 percent

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[1] Centers for Disease Control and Prevention. 2018 Annual Surveillance Report of Drug-Related Risks and Outcomes — United States. Surveillance Special Report. Centers for Disease Control and Prevention, U.S. Department of Health and Human Services. Published August 31, 2018. Accessed March 12, 2019 from https://www.cdc.gov/drugoverdose/pdf/pubs/2018- cdc-drug-surveillance-report.pdf.
[2] National Survey on Drug Use and Health, 2017. Substance Abuse and Mental Health Data Archive (SAMHDA) public use files https://www.samhsa.gov/data/sites/default/files/cbhsq-reports/NSDUHFFR2017/NSDUHFFR2017.pdf.
[3] National Survey on Drug Use and Health, 2017. Substance Abuse and Mental Health Data Archive (SAMHDA) public use files https://www.samhsa.gov/data/sites/default/files/cbhsq-reports/NSDUHFFR2017/NSDUHFFR2017.pdf.
[4] Centers for Disease Control and Prevention. Prescription Painkiller Overdoses: A Growing Epidemic, Especially Among Women. Accessed March 12, 2019. https://www.cdc.gov/vitalsigns/prescriptionpainkilleroverdoses/index.html.
[5] American Society of Addiction Medicine, Opioid Addiction, 2016 Facts & Figures. https://www.asam.org/docs/default-source/advocacy/opioid-addiction-disease-facts-figures.pdf.
[6] https://www.hcup-us.ahrq.gov/reports/statbriefs/sb224-Patient-Characteristics-Opioid-Hospital-Stays-ED-Visits-by-State.pdf.
[7] Agency for Healthcare Research and Quality. Trends in Opioid Hospitalizations. https://www.ahrq.gov/news/opioid-hospitalization-map.html.
[8] Alan B. Krueger, Brookings, Where Have All the Workers Gone? An Inquiry into the Decline of the U.S. Labor Force Participation Rate, https://www.brookings.edu/wp-content/uploads/2017/09/1_krueger.pdf.
[9] Congressional Research Service: "The Opioid Epidemic and the Labor Force", November 28, 2017. https://www.everycrsreport.com/reports/IN10828.html.

of women with children age 18 and younger.[10] Therefore, a decrease in women's labor force participation due to this crisis could lead to a large loss of wages. The scourge of opioid abuse is playing out in family settings nationwide, where 5 out of 6 custodial parents are women, adding a two-generational dimension and added urgency to the crisis when mothers are involved.[11] In addition, children who are removed from their families because of substance abuse are increasingly being placed with grandparents, 57 percent of whom work[12] and could benefit from training and other services under this grant.

The RESTORE grants will address these issues through multi-disciplinary partnerships that are able to provide coordinated, employment-focused services to women affected by the opioid crisis. The program's primary objective is to establish cooperative relationships among service providers and key stakeholders from community-based and nonprofit organizations, state and federal workforce development systems, public health and substance abuse treatment professionals, and other human services and support service entities, in order to train and employ women workers who have been affected by the opioid crisis.

A diverse group of organizations is required to satisfy the grant's objectives. Additionally the grant recipient must be or partner with an organization with demonstrated history and experience serving women workers primarily or exclusively. Through the grant, organizations, such as particularly active and engaged state and local women's commissions, will provide and deploy critical promising practices and insights, targeted outreach, and overall subject matter expertise to support positive outcomes for women affected by the crisis.

The applicant should be well versed in administering programs connected with the public workforce system. In addition, the applicant must demonstrate how it will take a robust response to this urgent epidemic and establish a program that will allow it to quickly address the challenges faced by the most disadvantaged women. Applicants should also have experience serving disadvantaged communities and a history of success in changing women's lives.

Recognizing that some women impacted by the opioid crisis may have had exposure to the criminal justice system, applicants are encouraged to work with partner organizations experienced in providing services for reentry, such as those funded by member agencies of the Federal Interagency Council on Crime Prevention and Improving Reentry (FIRC).

Allowable use of funds under the grant may include, but are not limited to, the following activities:

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[10] U.S. Department of Labor Women's Bureau, Labor Force Participation Rates, 2016 annual averages. https://www.dol.gov/wb/stats/NEWSTATS/latest/laborforce.htm#two.

[11] U.S. Census Bureau. Custodial Mothers and Fathers and Their Child Support: 2013. January 2016. https://www.census.gov/content/dam/Census/library/publications/2016/demo/P60-255.pdf.

[12] Generations United 2018, Raising the Children of the Opioid Epidemic: Solutions and Support for Grandfamilies. https://www.gu.org/app/uploads/2018/09/Grandfamilies-Report-SOGF-Updated.pdf.

Career Services – Examples of allowable career services include, but are not limited to:

- Soft skills, work-readiness skills, life skills, and career skills, including classes that teach and assist with punctuality, personal maintenance skills, negotiation skills, and professional conduct; and,
- Career planning, job coaching, mentoring, peer coaching, and job referral services.

Classroom, On-the-Job, and Work-Based Training – Classroom, on-the job, and work-based training includes, but is not limited to:

- Traditional classroom and/or online training to gain and strengthen skills in order to attain economic and career success; and,
- On-the-job training, customized training, or work-based training programs, which may include apprenticeship and other programs, to help women gain new skills while working and earning a paycheck, by connecting businesses and workers.

Supportive Services – Grantees may spend no more than 15% for supportive services to ensure the successful participation of women participants in career services and classroom, on-the-job, and work-based training. Examples of supportive services may include allowances for: childcare; housing; transportation to ensure participation in classroom, on-the-job, and work-based training and career services; job-related equipment and gear to the extent it is needed for classroom, on-the-job, and work-based training; and/or job-related training tuition costs.

In offering supportive services, grantees should also provide counseling and resource referral so that participants are aware of other services for which they might also be eligible. These include programs of Federal partners such as Temporary Assistance for Needy Families (TANF), Child Care and Development Fund (CCDF), Head Start, and Early Head Start, which are all funded by the Department of Health and Human Services (HHS); the Department of Agriculture's Supplemental Nutrition Assistance Program (SNAP); as well as sources of funding potentially available under the Workforce Innovation and Opportunity Act (WIOA) and other statutes administered by the U.S. Department of Labor. Additionally, when connecting with eligible participants interested in career services and classroom, on-the-job, and work-based training, grantees should aim to refer them to providers and employers offering similar supportive services that could bolster the success of the participants.

Funds must not be used to pay the costs of in-patient drug treatment and rehabilitation programs.

Information regarding planned spending on supportive services must be provided in the budget narrative.

B. PROGRAM AUTHORITY

This program is authorized by 29 U.S.C. § 13 and the Consolidated Appropriations Act, FY2019.

II. AWARD INFORMATION

A. AWARD TYPE AND AMOUNT

Funding will be provided in the form of a grant.

We expect availability of approximately $2.3 million to fund approximately four (4) to eight (8) grants of between $250,000 and $500,000. You may apply for a ceiling amount of up to $500,000. Awards made under this Announcement are subject to the availability of Federal funds. In the event that additional funds become available, we reserve the right to use such funds to select additional grantees from applications submitted in response to this Announcement.

B. PERIOD OF PERFORMANCE

The period of performance is thirty (30) months with an anticipated start date of October 1, 2019. The grant period of performance for this FOA is 30 months, including an eighteen-month planning and operations period and a twelve-month follow-up period. Limited funding should be reserved for the twelve-month follow-up period.

III. ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

The following organizations are eligible to apply:

- Governments of States and Outlying Areas
- Nonprofit Organizations with IRS 501(c)(3) Status, including Community-Based and Faith-Based Organizations with IRS 501(c)(3) Status
- Indian/Native American Tribal Governments (Federally Recognized)
- Indian/Native American Tribal Governments (Other than Federally Recognized)
- Indian/Native American Tribally Designated Organizations
- State and Local Workforce Development Boards

B. COST SHARING OR MATCHING

This program does not require cost sharing or matching funds. Including such funds is not one of the application screening criteria and applications that include any form of cost sharing or match will not receive additional consideration during the review process. Instead, the agency considers any resources contributed to the project beyond the funds provided by the agency as leveraged resources. Section IV.B.2 provides more information on leveraged resources.

C. OTHER INFORMATION

1. Application Screening Criteria

You should use the checklist below as a guide when preparing your application package to ensure that the application has met all of the screening criteria. Note that this checklist is only an aid for applicants and should not be included in the application package. We urge you to use this checklist to ensure that your application contains all required items. If your application does not meet all of the screening criteria, it will not move forward through the merit review process.

Application Requirement	Instructions	Complete?
The deadline submission requirements are met	Section IV.C	
Eligibility	Section III.A	
If submitted through Grants.gov, the components of the application are saved in any of the specified formats and are not corrupt. (*We will attempt to open the document, but will not take any additional measures in the event of problems with opening*.)	Section IV.C.2	
Application Federal funds request does not exceed the ceiling amount of $500,000	Section II.A	
SAM Registration	Section IV.B.1	
SF-424, Application for Federal Assistance	Section IV.B.1	
SF-424 includes a DUNS Number	Section IV.B.1	
SF-424A, Budget Information Form	Section IV.B.2	
Budget Narrative	Section IV.B.2	
Project Narrative	Section IV.B.3	
Abstract	Section IV.B.4	

2. Number of Applications Applicants May Submit

We will consider only one application from each organization. If we receive multiple applications from the same organization, we will only consider the most recently received application that met the deadline. If the most recent application is disqualified for any reason, we will not replace it with an earlier application.

3. Eligible Participants

a) Eligible Participants

The intent of this FOA is to fund projects that provide services to women who have been directly or indirectly affected by the opioid crisis.

For purposes of this FOA, women have been directly or indirectly affected by the opioid crisis if either of the following are true:

- They voluntarily answer "Yes" to the following question:
  - *Do you, a friend, or any member of your family have a history of opioid use? Your answer to this question is voluntary.*

and/or

- They work or reside in a community hard-hit by the opioid crisis or can otherwise demonstrate job loss as a result of the opioid crisis, regardless of any personal impact of the crisis on the individual.

<u>Notice/Information about Disability and Medical Information Protections for Grant Participants</u>

Although these grant funds are intended to target women affected by the opioid crisis, the grantee must still operate its programs in compliance with nondiscrimination and Equal Employment Opportunity obligations set forth in federal nondiscrimination law, as applicable.

Accordingly, grant recipients should be aware of requirements pertaining to the gathering and confidentiality of medical information and their obligations under Department civil rights regulations pertaining to protections for individuals with disabilities. Additionally, grant recipients must ensure compliance with the Americans with Disabilities Act, as applicable.

i. <u>Inquiring about how an individual has been impacted by the opioid crisis</u>

   Grantees may only ask the following question to determine that an applicant or eligible participant has been impacted by the opioid crisis:

   Your answer to this question is voluntary. Do you, a friend, or any member of your family have a history of opioid use? Please answer "Yes" or "No."

ii. <u>Confidentiality of medical information</u>

   Under applicable law, grant recipients must maintain the confidentiality of medical information obtained about an individual. Medical information must be kept confidential even if the individual volunteers the medical information without being asked. Information regarding an individual's disability is included in information that must be kept confidential, but *any* medical information obtained must be kept confidential (whether or not the individual has a disability).

Example 1: An applicant may disclose that she previously has taken opioids legally with a prescription from her doctor (which is medical information, but may or may not be disability-related). The grant recipient must keep that information in a separate file and limit which staff have access to that information.

Example 2: An individual may self-disclose that s/he has diabetes (which is both medical information and disability-related information). The grant recipient must keep that information in a separate file and limit which staff have access to that information.

iii. Drug use and protections for individuals with disabilities

When making program decisions about individuals, grant recipients should remember that disability is among the statuses protected from discrimination for participants in and applicants for programs supported by these grants. For example, grant recipients will have to make reasonable accommodations for individuals with disabilities, and they cannot treat a participant or applicant for services less favorably on the basis of the individual's disability.

Due to the nature of these grants, some participants or applicants for participation will be individuals with disabilities based on their drug history and some will not. Disability status, and how it may affect the provision of services under this grant, is a case-by-case determination, and given the many causes and complicating factors surrounding the opioid crisis, the circumstances of an individual's history with opioids could differ significantly.

Disability status for drug addiction usually depends on whether the individual is currently engaging in the illegal use of drugs, including the illegal use of some prescription drugs. A recovering addict not currently using drugs illegally may be legally protected as an individual with a disability. The question of "current use" of illegal drugs is made on a case-by-case basis. "Current" means that the illegal drug use occurred "recently enough" to justify the grant recipient's reasonable belief that drug use is an ongoing problem. Grant recipients may treat an individual less favorably because of current illegal use of drugs but may not make adverse decisions on the basis of an individual's disability (even if he or she is currently engaged in the illegal use of drugs).

A potential or enrolled participant in a grant-funded program also may have another disability—separate from his or her drug history—that entitles them to legal protections.

Example 1: A grant recipient discovers that a blind participant who uses a service dog is currently engaging in the illegal use of opioids. The grant recipient may terminate the individual's

participation in the program because of the current illegal use of drugs, but the grant recipient may not prohibit the individual from using his service dog because he is illegally using drugs.

Example 2: An individual is a recovering addict who is addicted to (but not currently using) opioids. The grant recipient must reasonably accommodate this disability by, for example, changing the program activity schedule to allow the participant to attend a Narcotics Anonymous meeting during the program day. However, if the grant recipient discovers that the individual has resumed using illegal drugs, the grant recipient may terminate the individual's participation on the basis of that current illegal drug use.

b) Veterans' Priority for Participants

38 U.S.C. 4215 requires grantees to provide priority of service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by DOL. The regulations implementing this priority of service are at 20 CFR Part 1010. In circumstances where a grant recipient must choose between two qualified candidates for a service, one of whom is a veteran or eligible spouse, the veterans' priority of service provisions require that the grant recipient give the veteran or eligible spouse priority of service by first providing him or her that service. To obtain priority of service, a veteran or spouse must meet the program's eligibility requirements. Grantees must comply with DOL guidance on veterans' priority. ETA's Training and Employment Guidance Letter (TEGL) No. 10-09 (issued November 10, 2009) provides guidance on implementing priority of service for veterans and eligible spouses in all qualified job training programs funded in whole or in part by DOL. TEGL No. 10-09 is available at https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2816.

IV. APPLICATION AND SUBMISSION INFORMATION

A. HOW TO OBTAIN AN APPLICATION PACKAGE

This FOA, found at www.Grants.gov and https://www.doleta.gov/grants/find_grants.cfm, contains all of the information and links to forms needed to apply for grant funding.

B. CONTENT AND FORM OF APPLICATION SUBMISSION

Applications submitted in response to this FOA must consist of four separate and distinct parts:

1. the SF-424 "Application for Federal Assistance;"
2. Project Budget, composed of the SF-424A and Budget Narrative;
3. Project Narrative; **and**
4. Attachments to the Project Narrative.

You must ensure that the funding amount requested is consistent across all parts and sub-parts of the application.

1. SF-424, "Application for Federal Assistance"

- You must complete the SF-424, "Application for Federal Assistance" (available at https://www.grants.gov/web/grants/forms/sf-424-family.html#sortby=1.

- In the address field, fill out the nine-digit (plus hyphen) zip code. Nine-digit zip codes can be looked up on the USPS website at https://tools.usps.com/go/ZipLookupAction!input.action.

- The SF-424 must clearly identify the applicant and must be signed by an individual with authority to enter into a grant agreement. Upon confirmation of an award, the individual signing the SF-424 on behalf of the applicant is considered the Authorized Representative of the applicant. As stated in block 21 of the SF-424 form, the signature of the Authorized Representative on the SF-424 certifies that the organization is in compliance with the Assurances and Certifications form SF-424B (available at https://www.grants.gov/web/grants/forms/sf-424-family.html#sortby=1). You do not need to submit the SF-424B with the application.

Requirement for DUNS Number

All applicants for Federal grant and funding opportunities must have a DUNS number, and must supply their DUNS Number on the SF-424. The DUNS Number is a nine-digit identification number that uniquely identifies business entities. If you do not have a DUNS Number, you can get one for free through the D&B website: https://fedgov.dnb.com/webform/displayHomePage.do.

Grant recipients authorized to make subawards must meet these requirements related to DUNS Numbers:

- Grant recipients must notify potential subawardees that no entity may receive a subaward from you unless the entity has provided its DUNS number to you.
- Grant recipients may not make a subaward to an entity unless the entity has provided its DUNS number to you.

(See, Appendix A to 2 CFR section 25.)

Requirement for Registration with SAM

Applicants must register with the System for Award Management (SAM) before submitting an application. Find instructions for registering with SAM at https://www.sam.gov.

A recipient must maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration. To remain registered in the SAM database after the initial registration, the applicant is required to review and update the registration at least every 12 months from the date of initial registration or subsequently update its

information in the SAM database to ensure it is current, accurate, and complete. For purposes of this paragraph, the applicant is the entity that meets the eligibility criteria and has the legal authority to apply and to receive the award. If an applicant has not fully complied with these requirements by the time the Grant Officer is ready to make a Federal award, the Grant Officer may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

2. Project Budget

You must complete the SF-424A Budget Information Form (available at: https://www.grants.gov/web/grants/forms/sf-424-family.html#sortby=1). In preparing the Budget Information Form, you must provide a concise narrative explanation to support the budget request, explained in detail below.

Budget Narrative: The Budget Narrative must provide a description of costs associated with each line item on the SF-424A. The Budget Narrative should also include a section describing any leveraged resources provided (as applicable) to support grant activities. Leveraged resources are all resources, both cash and in-kind, in excess of this award. Valuation of leveraged resources follows the same requirements as match. Applicants are encouraged to leverage resources to increase stakeholder investment in the project and broaden the impact of the project itself.

Each category should include the total cost for the period of performance. Use the following guidance for preparing the Budget Narrative.

Personnel: List all staff positions by title (both current and proposed) including the roles and responsibilities. For each position give the annual salary, the percentage of time devoted to the project and the amount of each position's salary funded by the grant.

Fringe Benefits: Provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, FICA, retirement, etc.

Travel: For grantee staff only, specify the purpose, number of staff traveling, mileage, per diem, estimated number of in-state and out-of-state trips, and other costs for each type of travel.

Equipment: Identify each item of equipment you expect to purchase which has an estimated acquisition cost of $5,000 or more per unit (or if your capitalization level is less than $5,000, use your capitalization level) and a useful lifetime of more than one year (see 2 CFR 200.33 for the definition of Equipment). List the item, quantity, and the unit cost per item.

Items with a unit cost of less than $5,000 are supplies, not "equipment". In general, we do not permit the purchase of equipment during the last funded year of the grant.

Supplies: Identify categories of supplies (e.g. office supplies) in the detailed budget and list the item, quantity, and the unit cost per item. Supplies include all tangible personal property other than "equipment" (see 2 CFR 200.94 for the definition of Supplies).

Contractual: Under the Contractual line item, delineate contracts and subawards separately. Contracts are defined according to 2 CFR 200.22 as a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. A subaward, defined by 2 CFR 200.92, means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program.

For each proposed contract and subaward, specify the purpose and activities to be provided, and the estimated cost.

Construction: Construction costs are not allowed and this line must be left as zero. Minor alterations to adjust an existing space for grant activities (such as a classroom alteration) may be allowable. We do not consider this as construction and you must show the costs on other appropriate lines such as Contractual.

Other: Provide clear and specific detail, including costs, for each item so that we are able to determine whether the costs are necessary, reasonable and allocable. List any item, such as stipends or incentives, not covered elsewhere here.

Indirect Costs: If you include an amount for indirect costs (through a Negotiated Indirect Cost Rate Agreement or De Minimis) on the SF-424A budget form, then include one of the following:

a) If you have a Negotiated Indirect Cost Rate Agreement (NICRA), provide an explanation of how the indirect costs are calculated. This explanation should include which portion of each line item, along with the associated costs, are included in your cost allocation base. Also, provide a current version of the NICRA.

or

b) If you intend to claim indirect costs using the 10 percent de minimis rate, please confirm that your organization meets the requirements as described in 2 CFR 200.414(f). Clearly state that your organization has never received a Negotiated Indirect Cost Rate Agreement (NICRA), and your organization is not one described in Appendix VII of 2 CFR 200, paragraph (D)(1)(b).

Applicants choosing to claim indirect costs using the de minimis rate must use Modified Total Direct Costs (see 2 CFR 200.68 below for definition) as their cost allocation base. Provide an explanation of which portion of each line item, along with the associated costs, are included in your cost allocation base. Note that there are various items not included in the calculation of Modified Total Direct Costs. See below the definitions to assist you in your calculation.

2 CFR 200.68 Modified Total Direct Cost (MTDC) means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of $25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

The definition of MTDC in 2 CFR 200.68 no longer allows for any sub-contracts to be included in the calculation. You will also note that participant support costs are not included in modified total direct cost. Participant support costs are defined below.

2 CFR 200.75 Participant Support Cost means direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences, or training projects.

The proposed budget must ensure that adequate funding is set aside to support the required twelve-month follow-up period.

See Section IV.B.4. and Section IV.E.1 for more information. Additionally, the following link contains information regarding the negotiation of Indirect Cost Rates at DOL: https://www.dol.gov/oasam/boc/dcd/index.htm.

Note that the SF-424, SF-424A, and Budget Narrative must include the entire Federal grant amount requested (not just one year).

Do not show leveraged resources on the SF-424 and SF-424A. You should describe leveraged resources in the Budget Narrative.

Applicants should list the same requested Federal grant amount on the SF-424, SF-424A, and Budget Narrative. If minor inconsistencies are found between the budget amounts specified on the SF-424, SF-424A, and the Budget Narrative, ETA will consider the SF-424 the official funding amount requested. However, if the amount specified on the SF-424 would render the application nonresponsive, the Grant Officer will use his or her discretion to determine whether the intended funding request (and match if applicable) is within the responsive range.

3. Project Narrative

A. Preparing the Project Narrative

The Project Narrative must demonstrate your capability to implement the grant project in accordance with the provisions of this Announcement. It provides a comprehensive framework and description of all aspects of the proposed project. It must be succinct, self-explanatory, and well organized so that reviewers can understand the proposed project.

The Project Narrative is limited to 15 double-spaced single-sided 8.5 x 11 inch pages with Times New Roman 12 point text font and 1 inch margins. You must number the Project Narrative beginning with page number 1.

We will not read or consider any materials beyond the specified page limit in the application review process.

The following instructions provide all of the information needed to complete the Project Narrative. Carefully read and consider each section, and include all required information in your Project Narrative. The agency will evaluate the Project Narrative using the evaluation criteria identified in Section V.A. You must use the same section headers identified below for each section of the Project Narrative:

(1) Statement of Need

Describe in both quantitative and qualitative terms the need for assistance, including the nature and scope of the problem, and the consequences of not addressing the need. In particular, be sure to describe:

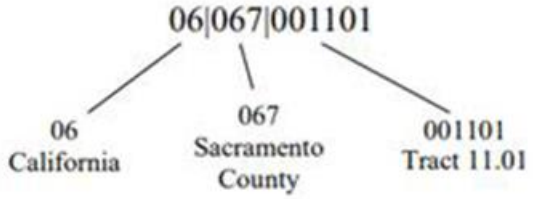
- The impact of the opioid crisis on women in your state or locality; and
- How the activities you propose to deliver will address the economic and workforce consequences for women who have been impacted directly or indirectly by the crisis through employment training, career services, and supportive services.

(2) Geographic and Demographic Impact

Describe in both quantitative and qualitative terms the geographic area and the disadvantaged and vulnerable populations you propose to reach. Describe how the proposal will target women in the areas of the country that are hardest hit by the opioid crisis. Incorporate demographic data and participant/beneficiary information whenever possible. In particular, describe:

- The number and/or percentage of women in your state, county, or locality impacted, either directly or indirectly by the opioid crisis; and
- The unique characteristics of the disadvantaged communities, low-income, and other diverse characteristics of your targeted population and how you propose to address them.
- Your ability to reach and positively impact the service population. Describe briefly why the proposed service area is among the hardest hit by the opioid crisis in the country.
- Whether the project proposes to serve at least one census tract located in an Opportunity Zone as designated by the US Department of Treasury. A list of current Opportunity Zones and further information can be found at the following link: https://www.cdfifund.gov/Pages/Opportunity-Zones.aspx. Please be aware the IRS list provides the full 11-digit census tract

number. Use the example below to identify the census tract number your project will be serving:



06 – identifies California,
067 – identifies Sacramento County within California, and
001101 – identifies Census Tract 11.01 within Sacramento County.

(3) Expected Outcomes and Outputs

Clearly identify the anticipated outcome(s) and output(s) that will result from the project. Outcomes are the measurable results of the project. Identify the positive benefits or measurable outputs and outcomes that occur as a result of project activities or services provided. In particular, be sure to address:

- Number of women who will be placed into training;
- Number of women who will access supportive services or career services as defined in Section I.A.;
- Percentage of women employed in the 2nd quarter after exit from the program
- Percentage of women employed in the 4th quarter after exit from the program
- Median earnings of women employed in the 2nd quarter after exit from the program
- Whether and to what extent best practices or services developed under this grant can or will be sustained beyond the grant period;
- Any systemic change anticipated to result from the grant activities.

These outcomes must be tracked during the follow-up period of the grant. The Women's Bureau encourages applicants to use administrative data to measure employment and earnings outcomes and will provide technical assistance, in conjunction with the Employment and Training Administration, to facilitate that process

(4) Project Design

Propose methods and activities that the project will use to address the primary objectives of the grant. Outline a plan of action that describes the scope and detail of how the project will accomplish the proposed work and include timelines for completion of work. Account for all functions or activities identified in the application. Cite factors that might accelerate or decelerate the work and state the reason for taking the proposed approach rather than other approaches. Identify any

potential barriers and describe how the project will be able to overcome those barriers. Be sure to:

- Describe the full nature and scope of each type of activity you propose to provide, including the method and frequency of delivery. Describe the employment training, career services, and supportive services you will provide to women who have been directly or indirectly impacted by the opioid crisis;
- Describe how your service delivery model is informed by the evidence base on workforce development, opioid interventions, and women-focused interventions;
- Demonstrate your experience administering programs connected with the public workforce system;
- Describe how you translate your experience and history of serving disadvantaged communities into providing services to women workers impacted by the opioid crisis and support positive outcomes for women participants;
- Describe how the project design will identify and successfully improve the lives and employment of women affected by the opioid crisis and deliver measurable positive outcomes by undertaking the proposed activities;
- Describe the diverse group of partner agencies and organizations that you will coordinate with in order to reach and assist participants, and the roles that each partner agency or organization will play. Explain and document whether the grant recipient or a partner organization has demonstrated history and first-hand experience serving women workers primarily or exclusively. Identify whether the group will include State Governmental organizations, workforce intermediary organization, grassroots and other organizations, and what expertise, experience, and the capabilities each will bring to producing measurable positive outcomes for women workers. Attach Letters of Commitment or Memoranda of Understanding between the applicant and each identified partners.

(5) Performance Evaluation

Describe the measures, methods, techniques, and tools that will be used to evaluate the project and determine whether or not the project achieved its anticipated outcomes and to what extent those outcomes can be attributed to the project.

Include details on whether and how project participants will participate in evaluation activities. Describe how the data will be used to inform program delivery and document the "lessons learned," both positive and negative, from the project that will be useful to people interested in replicating the project, if it proves successful. All applicants that receive awards will need to collect stories from women about whether and how the grant activities have improved their lives.

(6) Organizational, Administrative, and Fiscal Capacity

Provide information on:

- How the applicant will manage and staff the project;
- The applicant's current mission, structure, and relevant experience.
- Describe how staff, organizational structure, and management contribute to the ability of the applicant to conduct the project and its requirements and meet program expectations.
- Include information about any other organization(s) that will have a significant role in implementing the project and any previous experience implementing projects of similar design or magnitude.
- Describe:
  - How you will meet the requirement of experience and history serving women workers, either with your own staff or with a partner organization;
  - Your experience administering programs connected with the public workforce system;
  - How your organizational structure and history will allow you to take a robust response to the opioid crisis.
  - The diverse group of organizations that will work together towards the grant's goals.
- Describe the applicant's fiscal and administrative controls in place to manage Federal funds. Include the applicant's capability to sustain some or all project activities after Federal financial assistance has ended.
- The applicant should also highlight the limited funding and staffing for the twelve-month follow-up period.

(7) Past Performance – Programmatic Capability

If you have received federally and/or non-federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope, and relevance to the proposed project that have been completed within the last five years of the closing date of this Announcement, please submit a list of no more than three such agreements and include a grantor contact name and telephone number for each. For each agreement, provide a short summary of two significant performance goals and the outcomes of those goals in order to demonstrate if and how the applicant successfully completed and managed each agreement. The outcomes must clearly demonstrate in numerical form if, in fact, the goals were met or exceeded. In evaluating applicants under these factors in Section V, we will consider the information you provided and may also consider relevant information from other sources, including information from our files and from current/prior grantors (e.g., to verify and/or supplement the information you provided).

If you have not received any federally and/or non-federally funded assistance agreements or have received fewer than three agreements, then you must describe and document past

accomplishments achieved operating a comparable program. Explain how your experience operating a comparable program prepared you to undertake the complexities of operating the proposed project. Describe how long the comparable program has been in operation, and include a grantor or third party contact name and telephone number for each program, as applicable.

(8) Budget and Budget Justification

Please see **Section IV.B.2**. for information on requirements related to the budget and budget justification.

4. Attachments to the Project Narrative

In addition to the Project Narrative, you must submit attachments. All attachments must be clearly labeled. We will only exclude those attachments listed below from the page limit. The Budget and Budget Justification do not count against the page limit requirements for the Project Narrative

You must not include additional materials such as résumés or general letters of support. You must submit your application in one package because documents received separately will be tracked separately and will not be attached to the application for review.

Save all files with descriptive file names of 50 characters or less and only use standard characters in file names: A-Z, a-z, 0-9, and underscore (_). File names may not include special characters (e.g. &,–,*,%,/,#), periods (.), blank spaces or accent marks, and must be unique (e.g., no other attachment may have the same file name). You may use an underscore (example: My_Attached_File.pdf) to separate a file name.

Required Attachments

a. Abstract
You must submit an up to two-page abstract summarizing the proposed project, including, but not limited to, the scope of the project and proposed outcomes. Omission of the abstract will not result in your application being screened out, however the lack of the required information in the abstract may impact scoring. See III.C.1 for a list of items that will result in the screening out of your application. The abstract must include

1. the applicant's name;
2. the project title,
3. a description of the area to be served,
4. the number of participants to be served,
5. the funding level requested,
6. the total cost per participant,

7. a brief summary of the proposed project, including, but not limited to, the scope of the project and proposed outcomes.

The Abstract is limited to two double-spaced single sided 8.5x11 inch pages with 12 point text font and 1 inch margins. When submitting in grants.gov, this document must be uploaded as an attachment to the application package and specifically labeled "Abstract."

Requested Attachments

We request the following attachments, but their omission will not cause us to screen out the application. Furthermore, the omission of the attachment will impact scoring unless otherwise noted.

a. Indirect Cost Rate Agreement: If you are requesting indirect costs based on a Negotiated Indirect Cost Rate Agreement approved by your Federal Cognizant Agency, then attach the most recently approved Agreement. (For more information, see Section IV.B.2. and Section IV.E.1.) This attachment does not impact scoring of the application.

   When submitting in grants.gov, this document must be uploaded as an attachment to the application package and specifically labeled "NICRA."

b. Submit signed and dated **Letters of Commitment** or **Memoranda of Understanding** between the applicant and partner organizations that propose to provide services to support the program model and lead to the identified outcomes. See Section IV.B.3.A.(3)

   When submitting in grants.gov, these letters must be uploaded as an attachment to the application package and specifically labeled "Letters of Commitment."

c. A one-page Project Work Plan detailing how you will implement your project. Briefly state your project goal, identify specific and measurable objectives, list activities you will undertake to achieve these objectives, plus the timeframe and the estimated cost of each activity.

C. SUBMISSION DATE, TIME, PROCESS AND ADDRESS

We must receive applications under this Announcement by **August 23, 2019**. We must receive your application either electronically on https://www.grants.gov or in hard copy by mail or in hard copy by hand delivery *(including overnight delivery)* **no later than 4:00:00 p.m. Eastern Time on the closing date**.

Applicants are encouraged to submit their application before the closing date to ensure that the risk of late receipt of the application is minimized. We will not review applications received after 4:00:00 p.m. Eastern Time on the closing date.

Applicants submitting applications in hard copy by mail or overnight delivery must submit a "copy-ready" version free of bindings, staples or protruding tabs to ease in the reproduction of the application by DOL. Applicants submitting applications in hard copy must also include in the hard copy submission an identical electronic copy of the application on compact disc (CD) or flash drive. If we identify discrepancies between the hard copy submission and CD/flash drive copy, we will consider the application on the CD/flash drive as the official submission for evaluation purposes. Failure to provide identical applications in hardcopy and CD/flash drive format may have an impact on the overall evaluation.

If an application is physically submitted by both hard copy and through https://www.grants.gov , a letter must accompany the hard-copy application stating which application to review. If no letter accompanies the hard copy, we will review the copy submitted through https://www.grants.gov .

We will grant no exceptions to the mailing and delivery requirements set forth in this notice. Further, we will not accept documents submitted separately from the application, before or after the deadline, as part of the application.

Address mailed applications to the:
U.S. Department of Labor
Employment and Training Administration
Office of Grants Management
Attention: Jimmie Curtis, Grant Officer
Reference FOA-WB-19-02
200 Constitution Avenue, NW, Room N4673
Washington, DC 20210

Please note that mail decontamination procedures may delay mail delivery in the Washington DC area. We will receive hand-delivered applications at the above address at the **3rd Street Visitor Entrance**. All overnight delivery submissions will be considered to be hand-delivered and must be received at the designated place by the specified closing date and time.

Applicants submitting applications through Grants.gov must ensure successful submission at https://www.grants.gov **no later than 4:00:00 p.m. Eastern Time on the closing date.** Grants.gov will subsequently validate the application.

We describe the submission and validation process in more detail below. The process can be complicated and time-consuming therefore you are strongly advised to initiate the process as soon as possible and to plan for time to resolve technical problems. Note that validation does not mean that your application has been accepted as complete or has been accepted for review. Rather, grants.gov only verifies the submission of certain parts of an application.

a. How to Register to Apply through Grants.gov

Read through the registration process carefully before registering. These steps may take as much as **four weeks** to complete, and this time should be factored into plans for timely electronic submission in order to avoid unexpected delays that could result in the rejection of an application.

Applicants must follow the online instructions for registration at https://www.grants.gov/web/grants/applicants/organization-registration.html We recommend that you prepare the information requested before beginning the registration process. Reviewing and assembling required information before beginning the registration process will alleviate last minute searches for required information and save time.

An application submitted through Grants.gov constitutes a submission as an electronically signed application. The registration and account creation with Grants.gov, with E-Biz POC approval, establishes an Agency Organizational Representative (AOR). When an application is submitted through Grants.gov, the name of the AOR that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC must authorize the individual who is able to make legally binding commitments on behalf of your organization as the AOR; this step is often missed and it is crucial for valid submissions.

b. How to Submit an Application to DOL via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For a complete workspace overview, refer to: https://www.grants.gov/web/grants/applicants/workspace-overview.html

For access to complete instructions on how to apply for opportunities, refer to: https://www.grants.gov/web/grants/applicants/apply-for-grants.html

When a registered applicant submits an application with Grants.gov, an electronic time stamp is generated within the system when the application is successfully received by Grants.gov. Grants.gov will send the applicant AOR an email acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) with the successful transmission of the application, serving as proof of their timely submission. The applicant will receive two email messages to provide the status of the application's progress through the system.

- The first email will contain a tracking number and will confirm receipt of the application by Grants.gov.

- The second email will indicate the application has either been successfully validated or has been rejected due to errors.

Grants.gov will **reject applications if the applicant's registration in SAM is expired**. **Only applications that have been successfully submitted by the deadline and later successfully validated will be considered**. It is your sole responsibility to ensure a timely submission. While it is not required that an application be successfully validated before the deadline for submission, it is prudent to reserve time before the deadline in case it is necessary to resubmit an application that has not been successfully validated. Therefore, enough time should be allotted for submission (24-48 hours) and, if applicable, additional time to address errors and receive validation upon resubmission (an additional two business days for each ensuing submission). It is important to note that if enough time is not allotted and a rejection notice is received after the due date and time, DOL will not consider the application.

To ensure consideration, the components of the application must be saved as .doc, .docx, .xls, .xlsx, .rtf or .pdf files. If submitted in any other format, the applicant bears the risk that compatibility or other issues will prevent DOL from considering the application. We will attempt to open the document, but will not take any additional measures in the event of problems with opening.

We strongly advise applicants to use the various tools and documents, including FAQs, which are available on the "Applicant Resources" page at https://www.grants.gov/web/grants/applicants/applicant-faqs.html

We encourage new prospective applicants to view the online tutorial, "Grant Applications 101: A Plain English Guide to ETA Competitive Grants," available through WorkforceGPS at:
https://strategies.workforcegps.org/resources/2014/08/11/16/32/applying-for-eta-competitive-grants-a-web-based-toolkit-for-prospective-applicants-438?p=1

To receive updated information about critical issues, new tips for users and other time sensitive updates as information is available, you may subscribe to "Grants.gov Updates" at https://www.grants.gov/web/grants/manage-subscriptions.html

If you encounter a problem with Grants.gov and do not find an answer in any of the other resources,
- **call** 1-800-518-4726 or 606-545-5035 to speak to a Customer Support Representative or
- email support@grants.gov

The Grants.gov Contact Center is open 24 hours a day, seven days a week. However, it is closed on Federal holidays. If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number.

Late Applications
For applications submitted on Grants.gov, we will consider only applications successfully submitted no later than 4:00:00 p.m. Eastern Time on the closing date and then successfully validated. You take a significant risk by waiting to the last day to submit through Grants.gov.

We will not consider any hard copy application received after the exact date and time specified for receipt at the office designated in this notice, unless we receive it before awards are made, it was properly addressed, and it was: (a) sent by U.S. Postal Service mail, postmarked not later than the fifth calendar day before the date specified for receipt of applications (e.g., an application required to be received by the 20th of the month must be postmarked by the 15th of that month); or (b) sent by professional overnight delivery service to the addressee not later than one working day before the date specified for receipt of applications. ''Postmarked'' means a printed, stamped or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable, without further action, as having been supplied or affixed on the date of mailing by an employee of the U.S. Postal Service. Therefore, you should request the postal clerk to place a legible hand cancellation ''bull's eye'' postmark on both the receipt and the package. Failure to adhere to these instructions will be a basis for a determination that the application was not filed timely and will not be considered. Evidence of timely submission by a professional overnight delivery service must be demonstrated by equally reliable evidence created by the delivery service provider indicating the time and place of receipt.

D. INTERGOVERNMENTAL REVIEW

This funding opportunity is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs."

E. FUNDING RESTRICTIONS

All proposed project costs must be necessary and reasonable and in accordance with Federal guidelines. Determinations of allowable costs will be made in accordance with the Cost Principles, now found in the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), codified at 2 CFR Part 200 and at 2 CFR Part 2900 (Uniform Guidance-DOL specific). Disallowed costs are those charges to a grant that the grantor agency or its representative determines not to be allowed in accordance with the Cost Principles or other conditions contained in the grant. Applicants, whether successful or not, will not be entitled to reimbursement of pre-award costs.

1. Indirect Costs

As specified in the Uniform Guidance Cost Principles, indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective. An indirect cost rate is required when an organization operates under more than one grant or other activity,

whether Federally-assisted or not. You have two options to claim reimbursement of indirect costs.

Option 1: You may use a NICRA or Cost Allocation Plan (CAP) supplied by the Federal Cognizant Agency. If you do not have a NICRA/CAP or have a pending NICRA/CAP, and in either case choose to include estimated indirect costs in your budget, at the time of award the Grant Officer will release funds in the amount of 10percent of salaries and wages to support indirect costs. Within 90 days of award, you are required to submit an acceptable indirect cost proposal or CAP to your Federal Cognizant Agency to obtain a provisional indirect cost rate. (See Section IV.B.4. for more information on NICRA submission requirements.)

Option 2: Any organization that has never received a negotiated indirect cost rate, with the exceptions noted at 2 CFR 200.414(f) in the Cost Principles, may elect to charge a de minimis rate of 10 percent of modified total direct costs (see 2 CFR 200.68 for definition), which may be used indefinitely. If you choose this option, this methodology must be used consistently for all Federal awards until such time as you choose to negotiate for an indirect cost rate, which you may apply to do at any time. (See 2 CFR 200.414(f) for more information on use of the de minimis rate.)

2. Intellectual Property Rights

Pursuant to 2 CFR 2900.13, to ensure that the Federal investment of DOL funds has as broad an impact as possible and to encourage innovation in the development of new learning materials, the grantee will be required to license to the public all work created with the support of the grant under a Creative Commons Attribution 4.0 (CC BY) license. Work that must be licensed under the CC BY includes both new content created with the grant funds and modifications made to pre-existing, grantee-owned content using grant funds.

This license allows subsequent users to copy, distribute, transmit, and adapt the copyrighted Work and requires such users to attribute the Work in the manner specified by the grantee. Notice of the license shall be affixed to the Work. For general information on CC BY, please visit https://creativecommons.org/licenses/by/4.0.

Instructions for marking your work with CC BY can be found at https://wiki.creativecommons.org/Marking_your_work_with_a_CC_license.

Questions about CC BY as it applies to this specific funding opportunity should be submitted to the ETA Grants Management Specialist specified in Section VII.

Only work that is developed by the recipient in whole or in part with grant funds is required to be licensed under the CC BY license. Pre-existing copyrighted materials licensed to, or purchased by the grantee from third parties, including modifications of such materials, remain subject to the intellectual property rights the grantee receives under the terms of the particular license or purchase. In

addition, works created by the grantee without grant funds do not fall under the CC BY licensing requirement.

The purpose of the CC BY licensing requirement is to ensure that materials developed with funds provided by these grants result in work that can be freely reused and improved by others. When purchasing or licensing consumable or reusable materials, the grantee is expected to respect all applicable Federal laws and regulations, including those pertaining to the copyright and accessibility provisions of the Federal Rehabilitation Act.

Separate from the CC BY license to the public, the Federal Government reserves a paid-up, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for Federal purposes: i) the copyright in all products developed under the grant, including a subaward or contract under the grant or subaward; and ii) any rights of copyright to which the recipient, subrecipient, or a contractor purchases ownership under an award (including, but not limited to, curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise. The grantee may not use Federal funds to pay any royalty or license fee for use of a copyrighted work, or the cost of acquiring by purchase a copyright in a work, where the Department has a license or rights of free use in such work. If revenues are generated through selling products developed with grant funds, including intellectual property, DOL treats such revenues as program income. Such program income is added to the grant and must be expended for allowable grant activities.

If applicable, the following needs to be on all products developed in whole or in part with grant funds:

> ***"This workforce product was funded by a grant awarded by the U.S. Department of Labor's Women's Bureau. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it."***

F. OTHER SUBMISSION REQUIREMENTS

Withdrawal of Applications: You may withdraw an application by written notice to the Grant Officer at any time before an award is made.

V. APPLICATION REVIEW INFORMATION

A. CRITERIA

We have instituted procedures for assessing the technical merit of applications to provide for an objective review of applications and to assist you in understanding the standards against which your application will be judged. The evaluation criteria are based on the information required in the application as described in Sections IV.B.2. (Project Budget) and IV.B.3. (Project Narrative). Reviewers will award points based on the evaluation criteria described below:

Criterion	Points (maximum)
1. Statement of Need (See Section IV.B.3.A.(1) Statement of Need)	15
2. Geographic & Demographic Impact (See Section IV.B.3.A(2) Geographic and Demographic Impact)	5
3. Expected Outcomes, and Outputs (See Section IV.B.3.A.(3) Expected Outcomes and Outputs)	20
4. Project Design (See Section IV.B.3.A.(4) Project Design)	25
5. Performance Evaluation (See Section IV.B.3.A.(5) Third Party Evaluation)	5
6. Organizational, Administrative, and Fiscal Capacity (See Section IV.B.3.A.(6) Organizational, Administrative, and Fiscal Capacity)	10
7. Past Performance – Programmatic Capability (See Section IV.B.3.A.(7) Past Performance – Programmatic Capability)	15
8. Budget and Budget Justification (See Section IV.B.2. Project Budget)	5
TOTAL	**100**
Priority Consideration: Opportunity Zone	**2**
	102

1. Statement of Need (up to 15 points)

The extent to which the application demonstrates a comprehensive understanding of the need, and clearly describes how the proposed activities will meet this need.

2. Geographic and Demographic Impact (up to 5 points)

The extent to which the application demonstrates an ability to target women in a state, county, or locality that is one of the hardest hit by the opioid crisis, identifies the disadvantaged and vulnerable populations of women it proposes to reach, and

describes its ability to reach and positively impact the service population. (up to 5 points)

3. Expected Outcomes and Outputs (up to 20 points)

The extent to which the expected outcomes and outputs are realistic, clear, and consistent with the expressed need, and in alignment with the proposed objectives and requirements.

4. Project Design (up to 25 points)

The extent to which the application reflects a coherent and feasible approach for successfully addressing the primary objectives of the grant, and includes reasonable timelines for completion of work. This includes the extent to which the project design and proposed activities will successfully improve the lives and employment of women affected by the opioid crisis, deliver measurable positive outcomes, and meet the objectives and requirements in Section IV.B(3)(A)(4). (9 points)

The strength of the justification for the approach, including addressing any factors that might accelerate or decelerate the required work. The degree to which the project takes into account barriers that may impact the project's success. (6 points)

The strength and diversity of identified partnerships to achieve the primary objectives of the grant by improving the lives of women impacted by the opioid crisis as exemplified through the Letters of Commitment or Memoranda of Understanding between the applicant and each identified partner. Either the applicant or a partner organization must demonstrate a history of first-hand experience serving women workers primarily or exclusively. (10 points)

5. Performance Evaluation (up to 5 points)

The strength and effectiveness of the measures, methods, techniques, and tools proposed to evaluate progress towards achieving the project results.

The extent to which there is evidence that the measures will be able to assess: 1) to what extent the project outcomes have been met, and 2) to what extent these can be attributed to the project.

The strength of the applicant's proposal for participant participation in evaluation activities and the applicant's plan for establishing "lessons learned."

6. Organizational, Administrative, and Fiscal Capacity (up to 10 points)

The extent to which the applicant has clearly and convincingly demonstrated it has the capacity to carry out this proposed project, provide a robust response to the opioid crisis, and coordinate a diverse group of partnering organizations. This must

include a detailed description of the applicant's current mission, structure, and relevant experience administering programs connected with the public workforce system, as well as its experience and history serving women workers. The applicant should also highlight the limited funding and staffing for the twelve-month follow-up period. (7 points)

The strength of the fiscal and administrative controls to properly manage Federal funds. The capability of the organization to sustain project activities after Federal financial assistance ends. (3 points)

7. Past Performance – Programmatic Capability (up to 15 points)

<u>For applicants who have received three federally or non-federally funded assistance agreements</u>:
Of the goals provided, points will be awarded for each goal that was met or exceeded. Any information from other sources will also be considered in the evaluation and scoring of the goals.

OR

<u>For applicants who have NOT received three federally or non-federally funded agreements</u>: Points will be awarded based on the:

- The strength of the past accomplishments achieved operating a comparable program to the proposed project; and
- The extent to which the past performance of the comparable program prepares the organization to undertake the proposed project.

8. Budget and Budget Justification (up to 5 points)

The reasonableness of the budget is shown by:

The extent to which the budget is reasonable based on the activities outlined in the project narrative, cost per participant, and the amount requested. The budget must identify costs for supportive services to ensure costs will not exceed 15 percent of the budget.

The extent to which the budget narrative provides a description of costs associated with each line item on the SF-424A. It should also include a description of leveraged resources provided (as applicable) to support grant activities.

The extent to which the totals on the SF-424A and the Budget Narrative align.

9. Priority Consideration-Designated Qualified Opportunity Zone (2 bonus points)

Applicants that demonstrate at least one census tract in their target area designated by the Secretary of Treasury as a qualified opportunity zone.

Designated opportunity zone census tracts can be found at: https://www.cdfifund.gov/Pages/Opportunity-Zones.aspx, using the "List of designated Qualified Opportunity Zones" link. Applicants will receive 2 bonus points priority consideration if at least one census tract in their target area is listed in this document.

B. Review and Selection Process

1. Merit Review and Selection Process

A technical merit review panel will carefully evaluate applications against the selection criteria to determine the merit of applications. These criteria are based on the policy goals, priorities, and emphases set forth in this FOA. Up to 100 points may be awarded to an applicant, depending on the quality of the responses provided. The final scores (which may include the mathematical normalization of review panels) will serve as the primary basis for selection of applications for funding. The panel results are advisory in nature and not binding on the Grant Officer. The Grant Officer reserves the right to make selections based solely on the final scores or 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 consider any information that comes to his/her attention.

The government may elect to award the grant(s) 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 via E-Authentication on https://www.grants.gov, which constitutes a binding offer by the applicant.

2. Risk Review Process

Prior to making an award, ETA will review information available through various sources, including its own records and any OMB-designated repository of government-wide eligibility qualification or financial integrity information, such as 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 codified by DOL at 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 award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award. Criteria to be evaluated include:

(1) Financial stability;
(2) Quality of management systems and ability to meet the management standards prescribed in the Uniform Grant 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 prior to future awards;

(4) Reports and findings from audits performed under Subpart F – Audit Requirements of the Uniform Grant 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.

NOTE: As part of the Employment and Training Administration's Risk Review process, The Grant Officer will determine:

- If the applicant had any restriction on spending for any ETA grant due to adverse monitoring findings ; or
- If the applicant received a High Risk determination in accordance with Training and Employment Guidance Letter (TEGL) 23-15.

Depending on the severity of the findings and whether the findings were resolved, the Grant Officer may, at his/her discretion, elect to not fund the applicant for a grant award regardless of the applicant's score in the competition.

VI. AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

All award notifications will be posted on the ETA Homepage (https://www.doleta.gov). Applicants selected for award will be contacted directly before the grant's execution. Non-selected applicants will be notified by mail or email and may request a written debriefing on the significant weaknesses of their application.

Selection of an organization as a recipient does not constitute approval of the grant application as submitted. Before the actual grant is awarded, we may enter into negotiations about such items as program components, staffing and funding levels, and administrative systems in place to support grant implementation. If the negotiations do not result in a mutually acceptable submission, the Grant Officer reserves the right to terminate the negotiations and decline to fund the application. We reserve the right to not fund any application related to this FOA.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. Administrative Program Requirements

All grantees will be subject to all applicable Federal laws, and regulations—including the OMB Uniform Guidance, and the terms and conditions of the award. The grant(s) awarded under this FOA will be subject to the following administrative standards and provisions:

a. Non-Profit Organizations, Educational Institutions, For-profit entities and State, Local and Indian Tribal Governments – 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) and 2 CFR 2900 (DOL's Supplement to 2 CFR Part 200)
b. All entities must comply with 29 CFR Part 93 (New Restrictions on Lobbying), 29 CFR Part 94 (Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)), 29 CFR Part 98 (Governmentwide Debarment and Suspension, and drug-free workplace requirements), and, where applicable, 2 CFR Part 200 (Audit Requirements).
c. 29 CFR Part 2, subpart D—Equal Treatment in Department of Labor Programs for Religious Organizations; Protection of Religious Liberty of Department of Labor Social Service Providers and Beneficiaries.
d. 29 CFR Part 31—Nondiscrimination in Federally Assisted Programs of the Department of Labor—Effectuation of Title VI of the Civil Rights Act of 1964.
e. 29 CFR Part 32—Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance.
f. 29 CFR Part 35—Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance from the Department of Labor.
g. 29 CFR Part 36—Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.
h. 29 CFR Parts 29 and 30—Labor Standards for the Registration of Apprenticeship Programs, and Equal Employment Opportunity in Apprenticeship and Training, as applicable.
i. Department of Labor will follow the procedures outlined in the Department's Freedom of Information ACT (FOIA) regulations (29 CFR Part 70). If DOL receives a FOIA request for your application, the procedures in DOL's FOIA regulations for responding to requests for commercial/business information submitted to the government will be followed, as well as all FOIA exemptions and Procedures. See generally 5 U.S.C. § 552; 29 CFR Part 70.
j. Standard Grant Terms and Conditions of Award—see the following link: https://www.doleta.gov/grants/resources.cfm

2. Other Legal Requirements

a) Religious Activities

The Department notes that the Religious Freedom Restoration Act (RFRA), 42 U.S.C. Section 2000bb, applies to all Federal law and its implementation. If an applicant organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled to receive Federal financial assistance under this grant solicitation and maintain that hiring practice. If a faith-based organization is awarded a grant, the organization will be provided with more information.

b) Lobbying or Fundraising the U.S. Government with Federal Funds

In accordance with Section 18 of the Lobbying Disclosure Act of 1995 (Public Law 104-65) (2 U.S.C. 1611), non-profit entities incorporated under

Internal Revenue Service Code Section 501(c) (4) that engage in lobbying activities are not eligible to receive Federal funds and grants. No activity, including awareness-raising and advocacy activities, may include fundraising for, or lobbying of, U.S. Federal, State or Local Governments (see 2 CFR 200.450 for more information).

c) Transparency Act Requirements

You must ensure that you have the necessary processes and systems in place to comply with the reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (Pub. Law 109-282, as amended by section 6202 of Pub. Law 110-252) (Transparency Act), as follows:

- Except for those excepted from the Transparency Act under sub-paragraphs 1, 2, and 3 below, you must ensure that you have the necessary processes and systems in place to comply with the subaward and executive total compensation reporting requirements of the Transparency Act, should they receive funding.

- Upon award, you will receive detailed information on the reporting requirements of the Transparency Act, as described in 2 CFR Part 170, Appendix A, which can be found at the following website: https://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf

The following types of awards are not subject to the Federal Funding Accountability and Transparency Act:

1. Federal awards to individuals who apply for or receive Federal awards as natural persons (e.g., unrelated to any business or non-profit organization he or she may own or operate in his or her name);
2. Federal awards to entities that had a gross income, from all sources, of less than $300,000 in the entities' previous tax year; and
3. Federal awards, if the required reporting would disclose classified information.

d) Safeguarding Data Including Personally Identifiable Information (PII)

Applicants submitting applications in response to this FOA must recognize that confidentiality of PII and other sensitive data is of paramount importance to the Department of Labor and must be observed except where disclosure is allowed by the prior written approval of the Grant Officer or by court order. By submitting an application, you are assuring that all data exchanges conducted through or during the course of performance of this grant will be conducted in a manner consistent with applicable Federal law and TEGL NO. 39-11 (issued June 28, 2012). All such activity conducted by ETA and/or recipient(s) will be performed in a manner consistent with applicable state and Federal laws.

By submitting a grant application, you agree to take all necessary steps to protect such confidentiality by complying with the following provisions that are applicable in governing their handling of confidential information:

1. You must ensure that PII and sensitive data developed, obtained, or otherwise associated with DOL/ETA funded grants is securely transmitted.
2. To ensure that such PII is not transmitted to unauthorized users, all PII and other sensitive data transmitted via e-mail or stored on CDs, DVDs, thumb drives, etc., must be encrypted using a Federal Information Processing Standards (FIPS) 140-2 compliant and National Institute of Standards and Technology (NIST) validated cryptographic module. You must not e-mail unencrypted sensitive PII to any entity, including ETA or contractors.
3. You must take the steps necessary to ensure the privacy of all PII obtained from participants and/or other individuals and to protect such information from unauthorized disclosure. You must maintain such PII in accordance with the ETA standards for information security described in TEGL NO. 39-11 and any updates to such standards we provide to you. Grantees who wish to obtain more information on data security should contact their Federal Project Officer.
4. You must ensure that any PII used during the performance of your grant has been obtained in conformity with applicable Federal and state laws governing the confidentiality of information.
5. You further acknowledge that all PII data obtained through your ETA grant must be stored in an area that is physically safe from access by unauthorized persons at all times and the data will be processed using recipient-issued equipment, managed information technology (IT) services, and designated locations approved by ETA. Accessing, processing, and storing of ETA grant PII data on personally owned equipment, at off-site locations, (e.g., employee's home), and non-recipient managed IT services, (e.g., Yahoo mail), is strictly prohibited unless approved by ETA.
6. Your employees and other personnel who will have access to sensitive/confidential/proprietary/private data must be advised of the confidential nature of the information, the safeguards required to protect the information, and that there are civil and criminal sanctions for noncompliance with such safeguards that are contained in Federal and state laws.
7. You must have policies and procedures in place under which your employees and other personnel, before being granted access to PII, acknowledge their understanding of the confidential nature of the data and the safeguards with which they must comply in their handling of such data, as well as the fact that they may be liable to civil and criminal sanctions for improper disclosure.
8. You must not extract information from data supplied by ETA for any purpose not stated in the grant agreement.

9. Access to any PII created by the ETA grant must be restricted to only those employees of the grant recipient who need it in their official capacity to perform duties in connection with the scope of work in the grant agreement.
10. All PII data must be processed in a manner that will protect the confidentiality of the records/documents and is designed to prevent unauthorized persons from retrieving such records by computer, remote terminal or any other means. Data may be downloaded to, or maintained on, mobile or portable devices only if the data are encrypted using NIST validated software products based on FIPS 140-2 encryption. In addition, wage data may only be accessed from secure locations.
11. PII data obtained by the recipient through a request from ETA must not be disclosed to anyone but the individual requestor, except as permitted by the Grant Officer or by court order.
12. You must permit ETA to make onsite inspections during regular business hours for the purpose of conducting audits and/or conducting other investigations to assure that you are complying with the confidentiality requirements described above. In accordance with this responsibility, you must make records applicable to this Agreement available to authorized persons for the purpose of inspection, review, and/or audit.
13. You must retain data received from ETA only for the period of time required to use it for assessment and other purposes, or to satisfy applicable Federal records retention requirements, if any. Thereafter, you agree that all data will be destroyed, including the degaussing of magnetic tape files and deletion of electronic data.

e) Record Retention

You must follow Federal guidelines on record retention, which require that you maintain all records pertaining to grant activities for a period of at least three years from the date of submission of the final expenditure report. See 2 CFR 200.333-.337 for more specific information, including information about the start of the record retention period for awards that are renewed quarterly or annually, and when the records must be retained for more than three years.

f) Use of Contracts and Subawards

You must abide by the following definitions of contract, contractor, subaward, and subrecipient:

Contract: Contract means a legal instrument by which a non-Federal entity (defined as a state, local government, Indian tribe, institution of higher education (IHE), nonprofit organization, for-profit entity, foreign public entity, or a foreign organization that carries out a Federal award as a recipient or subrecipient) purchases property or services needed to carry out the project or program under a Federal award. The term as used in this FOA does not include a legal

instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward (see definition of Subaward below).

Contractor: Contractor means an entity that receives a contract as defined above in Contract.

Subaward: Subaward means an award provided by a pass-through entity (defined as a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program) to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

Subrecipient: Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

You must follow the provisions at 2 CFR 200.330-.332 regarding subrecipient monitoring and management. Also see 2 CFR 200.308(c)(6) regarding prior approval requirements for subawards. When awarding subawards, you are required to comply with provisions on governmentwide suspension and debarment found at 2 CFR Part 180 and codified by DOL at 29 CFR Part 98.

g) Closeout of Grant Award

Any entity that receives an award under this Announcement must close its grant with ETA at the end of the final year of the grant. Information about this process may be found in ETA's Grant Closeout FAQ located at https://www.doleta.gov/grants/docs/GCFAQ.pdf.

3. Other Administrative Standards and Provisions

Except as specifically provided in this FOA, our acceptance of an application and an award of Federal funds to sponsor any programs(s) does not provide a waiver of any grant requirements and/or procedures. For example, the OMB Uniform Guidance requires that an entity's procurement procedures ensure that all procurement transactions are conducted, as much as practical, to provide full and open competition. If an application identifies a specific entity to provide goods or services, the award does not provide the justification or basis to sole source the procurement, e.g., avoid competition.

Special Program Requirements

DOL Evaluation

As a condition of grant award, grantees are required to participate in an evaluation, if undertaken by DOL. The evaluation may include an implementation assessment across grantees, an impact and/or outcomes analysis of all or selected sites within or across grantees, and a benefit/cost analysis or assessment of return on investment. Conducting an impact analysis could involve random assignment (which involves random assignment of eligible participants into a treatment group that would receive program services or enhanced program services, or into control group(s) that would receive no program services or program services that are not enhanced). We may require applicants to collect data elements to aid the evaluation. As a part of the evaluation, as a condition of award, grantees must agree to: (1) make records available to the evaluation contractor on: participants, employers, and funding; (2) provide access to program operating personnel, participants, and operational and financial records, and any other pertaining documents to calculate program costs and benefits; and (3) in the case of an impact analysis, facilitate the assignment by lottery of participants to program services (including the possible increased recruitment of potential participants); and (4) follow evaluation procedures as specified by the evaluation contractor under the direction of DOL.

Performance Goals

Please note that applicants will be held to outcomes provided, and failure to meet those outcomes may result in technical assistance or other intervention by ETA, and may also have a significant impact on decisions about future grants with ETA.

C. REPORTING

You must meet DOL reporting requirements. Specifically, you must submit the reports and documents listed below to DOL electronically:

1. Quarterly Financial Reports

A Quarterly Financial Status Report (ETA 9130) is required until such time as all funds have been expended or the grant period has expired. Quarterly reports are due 45 days after the end of each calendar year quarter. On the final Financial Status Report, you must include any subaward amounts so we can calculate final indirect costs, if applicable. You must use DOL's Online Electronic Reporting System and information and instructions will be provided to grantees. For other guidance on ETA's financial reporting, reference Training and Employment Guidance Letter (TEGL) 02-16 and our webpage at https://www.doleta.gov/grants/financial_reporting.cfm.

2. Quarterly Performance Reports

You must submit a quarterly progress report within 45 days after the end of each calendar year quarter. The report must include quarterly information on grant activities, performance goals, and milestones. The last quarterly progress report will serve as the grant's Final Performance Report. This report must provide both quarterly and cumulative information on the grant activities. It must summarize project activities, employment outcomes and other deliverables, and related results of the project, and must thoroughly document the training or labor market information approaches that you used. Submission requirements will be provided to grantees upon award. We will also provide you with guidance about the data and other information that is required to be collected and reported on either a regular basis or special request basis.

As part of the quarterly performance report, applicants must provide performance information for the following indicators:

1. Number of women placed into training;
2. Number of women who accessed support services or career services as defined in Section I.A.;
3. Number of and percentage increase in women who went from unemployed to employed by entering subsidized or unsubsidized employment, held onto employment, or moved into and/or received training for jobs with better work schedules, higher pay, better chances of career advancement, and/or that otherwise offer increased stability;
4. Stories from women about whether and how these skills, classes, coaching, mentoring, or training have improved their lives.

VII. AGENCY CONTACTS

For further information about this FOA, please contact either Marc Purvis, Grants Management Specialist, at (202) 693-3204 or Jeannette Flowers, Grants Management Specialist at (202) 693-3322. Applicants should e-mail all technical questions to both purvis.marc@dol.gov and flowers.jeannette@dol.gov and must specifically reference FOA-WB-19-02, and along with question(s), include a contact name, fax and phone number.

VIII. OTHER INFORMATION

a. WEB-BASED RESOURCES

DOL maintains a number of web-based resources that may be of assistance to applicants. These include the CareerOneStop portal (https://www.careeronestop.org), which provides national and state career information on occupations; the Occupational Information Network (O*NET) Online (https://online.onetcenter.org) which provides occupational competency profiles; and America's Service Locator (https://www.servicelocator.org), which provides a directory of our nation's American Job Centers (formerly known as One-Stop Career Centers).

b. INDUSTRY COMPETENCY MODELS AND CAREER CLUSTERS

ETA supports an Industry Competency Model Initiative to promote an understanding of the skill sets and competencies that are essential to an educated

and skilled workforce. A competency model is a collection of competencies that, taken together, define successful performance in a particular work setting. Competency models serve as a starting point for the design and implementation of workforce and talent development programs. To learn about the industry-validated models, visit the Competency Model Clearinghouse (CMC) at https://www.careeronestop.org/CompetencyModel. The CMC site also provides tools to build or customize industry models, as well as tools to build career ladders and career lattices for specific regional economies.

c. WORKFORCEGPS RESOURCES

We encourage you to view the information on workforce resources gathered through consultations with Federal agency partners, industry stakeholders, educators, and local practitioners, and made available on WorkforceGPS at: https://workforcegps.org.

We encourage you to view the online tutorial, "Grant Applications 101: A Plain English Guide to ETA Competitive Grants," available through WorkforceGPS at: https://strategies.workforcegps.org/resources/2014/08/11/16/32/applying-for-eta-competitive-grants-a-web-based-toolkit-for-prospective-applicants-438?p=1.

We created Workforce System Strategies to make it easier for the public workforce system and its partners to identify effective strategies and support improved customer outcomes. The collection highlights strategies informed by a wide range of evidence, such as experimental studies and implementation evaluations, as well as supporting resources, such as toolkits. We encourage you to review these resources by visiting https://strategies.workforcegps.org.

We created a technical assistance portal at https://www.workforcegps.org/resources/browse?id=b8dd0aa1ecfb4b2282d6cd30c7248790 that contains online training and resources for fiscal and administrative issues. Online trainings available include, but are not limited to, Introduction to Grant Applications and Forms, Indirect Costs, Cost Principles, and Accrual Accounting.

d. SKILLSCOMMONS RESOURCES

SkillsCommons (https://www.skillscommons.org) offers an online library of curriculum and related training resources to obtain industry-recognized credentials in manufacturing, IT, healthcare, energy, and other industries. The website contains thousands of Open Educational Resources (OER) for job-driven workforce development, which were produced by grantees funded through the US Department of Labor's Trade Adjustment Assistance Community College and Career Training (TAACCCT) program. Community colleges and other training providers across the nation can reuse, revise, redistribute, and reorganize the OER on SkillsCommons for institutional, industry, and individual use.

IX. OMB INFORMATION COLLECTION

OMB Information Collection No 1225-0086, Expires July 31, 2022.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 20 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments about the burden estimated or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, to the attention of the Departmental Clearance Officer, 200 Constitution Avenue NW, Room N1301, Washington, DC 20210. Comments may also be emailed to DOL_PRA_PUBLIC@dol.gov .

PLEASE DO NOT RETURN YOUR GRANT APPLICATION TO THIS ADDRESS. ONLY SEND COMMENTS ABOUT THE BURDEN CAUSED BY THE COLLECTION OF INFORMATION TO THIS ADDRESS. SEND YOUR GRANT APPLICATION TO THE SPONSORING AGENCY AS SPECIFIED EARLIER IN THIS ANNOUNCEMENT.

This information is being collected for the purpose of awarding a grant. DOL will use the information collected through this "Funding Opportunity Announcement" to ensure that grants are awarded to the applicants best suited to perform the functions of the grant. This information is required to be considered for this grant.

Signed July 24, 2019, in Washington, D.C. by:
Jimmie Curtis
Grant Officer, Employment and Training Administration