U.S. DEPARTMENT OF LABOR

Bureau of International Labor Affairs

Program Office:
OTLA

Notice of Availability of Funds and Funding Opportunity Announcement for: Promoting a Just Transition for All Workers

Announcement Type: _________

Funding Opportunity Number: FOA-ILAB-24-41

Assistance Listing Number: 17.401

Key Dates: The closing date for receipt of applications under this announcement is 10/16/2024. Applications must be received no later than 11:59 p.m. Eastern Time.

All technical questions related to the content of this Funding Opportunity Announcement (FOA) must be submitted no later than 10 business days prior to the close date of the FOA.

Award decisions are expected to be made between 09/30/2024 and 12/31/2024.

The Department will make its best efforts to make award decisions within this timeframe, but please be aware that there are a variety of circumstances that may result in a later or earlier than expected award decision.

To apply: Submit applications via https://www.grants.gov/ in response to this funding opportunity number.

Please refer to Section IV for application submission instructions.

EXECUTIVE SUMMARY

The Bureau of International Labor Affairs (ILAB), U.S. Department of Labor (USDOL, or the Department), announces the availability of approximately $7,000,000 total costs (subject to the availability of Federal funds) for 1 cooperative agreement(s) to fund Phase I of a technical assistance project to increase worker voice in the formulation, implementation, and monitoring of climate policies and plans.

The duration of the project will be 48 months from the effective date of the award.

Eligible applicants include any commercial, international, educational, or non-profit organizations, including any faith-based organizations, community-based organizations, or public international organizations (PIOs). Please see section III of this funding opportunity announcement for complete eligibility requirements.

This Funding Opportunity Announcement (FOA) will include three focus areas:

1. Supporting efforts aimed at creating an enabling environment for workers, their organizations, and their communities to efficiently engage in just transition plans and policies.[1]
2. Strengthening the capacity of workers, workers organizations, and their communities to effectively participate in all just transition related plans and policies at all levels within their respective countries.
3. Fostering South-South cooperation to strengthen workers' participation in just transition and related plans and policies.

For Phase I, the project will pilot project interventions in Brazil and Chile and will conduct South-South cooperation activities with up to two of the following countries. Colombia, Mexico, Peru, Mozambique, and/or South Africa. For Phase I, the project will use a value-chain approach to conduct interventions in the metal manufacturing sector (including electric vehicles) and/or energy and extractives sectors.[2]

For Phases I and II, project outcomes will be developed post-award using ILAB's Theory of Sustained Change for Worker Rights Programs (https://www.dol.gov/agencies/ilab/resources/grants/MEL).

While developing their proposals, applicants may consider using elements of (1) COP26 Declaration on Supporting the Conditions for a Just Transition Internationally, (2)ILO Guidelines for or a just transition towards environmentally sustainable economies and societies for all, and (3) General Discussion Committee on a Just Transition at the 111th International Labour Conference.

Following the conclusion of Phase I, USDOL will consider awarding a second phase of the project of up to $7,000,000 total costs and with a period of performance of four years, reflecting a total potential project budget of up to $14,000,000 over a period of up to approximately eight years. As part of the application, applicants must also submit a separate technical proposal and budget documents for a potential Phase II of the project (building on activities from Phase I), based on a potential additional funding level of approximately $7,000,000. Applicants must demonstrate estimated costs for Phase II activities occurring in the subsequent 48 months of the project. For the purposes of this FOA, a Phase II technical proposal is one that covers the information listed below and will be assessed based on the following:

1. Brief statement of needs.
2. Brief description of the Phase II project design that describes how the recipient will identify (a) up to 2 countries to pilot interventions and up to 2 additional countries to conduct South-South cooperation and (b) prioritize sectors to conduct project interventions; (c) a Phase II budget narrative that demonstrates how the applicant proposes to allocate an additional $7,000,000 broken down into the following budget categories: Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual, Construction, Other, and Indirect Charges. Under future phases, the project must use evidence, lessons learned, and promising practices from Phase I to inform project strategies to increase worker voice in policies and plans related to just transition.

Applicants may consider proposing as pilot countries the same countries the applicant proposes for Phase I's South-South cooperation activities. Applicants may propose other pilot or South-South countries or sectors not included under Phase I based on the identified needs and potential for achieving the project-level objective.[3]

USDOL intends to reassess Phase I country selections in consultation with the project during Phase I implementation, in the event changes are required due to unforeseen circumstances. Final determination of Phase II target countries and sectors will be decided in consultation with, and subject to approval by, USDOL following the award of Phase I of this project and prior to the awarding of any additional funding for Phase II.

While USDOL anticipates awarding additional funding for a Phase II of this project, applicants should be aware that USDOL reserves the right to reconsider the amount of or the decision to award any additional funding for Phase II. Future funding for a Phase II is contingent upon USDOL's need at the time and the availability of funds, satisfactory progress/performance of Phase I, adequate stewardship of federal funds, and submission of a Phase II application meeting requirements outlined in Phase I grant award documents. USDOL also reserves the right to require changes to the Phase II strategy proposed by the applicant in response to this FOA, prior to awarding any additional funding for Phase II.

Table of Contents

I. FUNDING OPPORTUNITY DESCRIPTION

A. PROGRAM PURPOSE

ILAB leads the U.S. Government's (USG) efforts to improve working conditions and fight labor exploitation around the world. ILAB's mission is to promote a fair global playing field for workers in the United States and around the world by enforcing trade commitments, strengthening labor standards, and combating international child labor, forced labor, and human trafficking. ILAB's Office of Trade and Labor Affairs (OTLA) works to make sure that U.S. trade partners fulfill their promises and play by the rules, and that American workers are able to compete on a level playing field by negotiating strong labor provisions in trade agreements and preference programs, monitoring for compliance, enforcing trade agreement and preference program commitments, and sharing technical expertise. See ILAB's webpage for additional information: https://www.dol.gov/agencies/ilab.

This FOA solicits applications to implement 1 project(s) with the objective of increasing worker voice in the formulation, implementation, and monitoring of climate policies and plans.

For Phase I, the project will pilot project interventions in Brazil and Chile and conduct South-South cooperation activities with up to two additional countries. Potential countries should include Colombia, Mexico, Peru, Mozambique, or South Africa. For Phase I, the project will use a value-chain approach to conduct interventions in the metal manufacturing sector (including electric vehicles) and/or energy and extractives sectors.

This Funding Opportunity Announcement (FOA) will include three focus areas:

1. Supporting efforts aimed at creating an enabling environment for workers, their organizations, and their communities to efficiently engage in just transition plans and policies.[1]
2. Strengthening the capacity of workers, workers organizations, and their communities to effectively participate in all just transition related plans and policies at all levels within their respective countries.
3. Fostering South-South cooperation to strengthen workers' participation in just transition and related plans and policies.

For Phase I, the project will pilot project interventions in Brazil and Chile and will conduct South-South cooperation activities with up to two of the following countries. Colombia, Mexico, Peru, Mozambique, and/or South Africa. For Phase I, the project will use a value-chain approach to conduct interventions in the metal manufacturing sector (including electric vehicles) and/or energy and extractives sectors.[2]

For Phases I and II, project outcomes will be developed post-award using ILAB's Theory of Sustained Change for Worker Rights Programs (https://www.dol.gov/agencies/ilab/resources/grants/MEL).

While developing their proposals, applicants may consider using elements of (1) COP26 Declaration on Supporting the Conditions for a Just Transition Internationally, (2)ILO Guidelines for or a just transition towards environmentally sustainable economies and societies for all, and (3) General Discussion Committee on a Just Transition at the 111th International Labour Conference.

Following the conclusion of Phase I, USDOL will consider awarding a second phase of the project of up to $7,000,000 total costs and with a period of performance of four years, reflecting a total potential project budget of up to $14,000,000 over a period of up to approximately eight years. As part of the application, applicants must also submit a separate technical proposal and budget documents for a potential Phase II of the project (building on activities from Phase I), based on a potential additional funding level of approximately $7,000,000. Applicants must demonstrate estimated costs for Phase II activities occurring in the subsequent 48 months of the project. For the purposes of this FOA, a Phase II technical proposal is one that covers the information listed below and will be assessed based on the following:

1. Brief statement of needs.
2. Brief description of the Phase II project design that describes how the recipient will identify (a) up to 2 countries to pilot interventions and up to 2 additional countries to conduct South-South cooperation and (b) prioritize sectors to conduct project interventions; (c) a Phase II budget narrative that demonstrates how the applicant proposes to allocate an additional $7,000,000 broken down into the following budget categories: Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual, Construction, Other, and Indirect Charges. Under future phases, the project must use evidence, lessons learned, and promising practices from Phase I to inform project strategies to increase worker voice in policies and plans related to just transition. Applicants may consider proposing as pilot countries the same countries the applicant proposes for Phase I's South-South cooperation activities. Applicants may propose other pilot or South-South countries or sectors not included under Phase I based on the identified needs and potential for achieving the project-level objective.[3]

USDOL intends to reassess Phase I country selections in consultation with the project during Phase I implementation, in the event changes are required due to unforeseen circumstances. Final determination of Phase II target countries and sectors will be decided in consultation with, and subject to approval by, USDOL following the award of Phase I of this project and prior to the awarding of any additional funding for Phase II.

While USDOL anticipates awarding additional funding for a Phase II of this project, applicants should be aware that USDOL reserves the right to reconsider the amount of or the decision to award any additional funding for Phase II. Future funding for a Phase II is contingent upon USDOL's need at the time and the availability of funds, satisfactory progress/performance of Phase I, adequate stewardship of federal funds, and submission of a Phase II application meeting requirements outlined in Phase I grant award documents. USDOL also reserves the right to require changes to the Phase II strategy proposed by the applicant in response to this FOA, prior to awarding any additional funding for Phase II.

This announcement is for the award of 1 new cooperative agreement(s) with the specific project objective and outcomes outlined in this FOA. As such, applicants may not submit applications to renew or supplement an existing project.

B. PROGRAM AUTHORITY

ILAB is authorized to award and administer grants and cooperative agreements by Department of Labor Appropriations Act, 2024, PL 118-47, Division D, Title I.

C. BACKGROUND INFORMATION

Governments and employers around the world are adopting plans and policies to reduce greenhouse gas emissions and build clean economies. This transition is expected to generate a net gain of 10.3 million new jobs globally by 2030, while eliminating 2.7 million jobs in fossil fuels.[4]

Most of the anticipated job gains are likely to be in electrical efficiency, power generation, and the automotive sector. Combined with modernizing the grid, they make up 75% of the new jobs expected. Additional jobs will be created in new-energy sources, end-use renewables, and value-chain resources like innovative technologies and critical minerals.[5]

According to the Inter-American Development Bank, by 2050, the clean economy transition could create 22.5 million jobs in agriculture, renewable energy, forestry, and other sectors in Latin America. However, it could also eliminate 7.5 million jobs (mostly in fossil fuels and animal-based food production) and wipe out US$3.2 trillion in oil and gas royalties, lowering government funds for social services and programs.[6]

While phasing out coal-fired plants could reduce emissions, it could also eliminate 2 million direct jobs in 90 countries.[7]

Most governments recognize the need to strive for just transitions that protect workers and local communities who are or will be affected by the clean economy. However, these workers and their communities have yet to be fully included in the development and implementation of policies and plans related to the clean economy transition.

To address this, the 2023 Just Transition Work Programme adopted at COP28 emphasizes the need to promote social dialogue, social protection, and labor rights in clean economy policies and plans.[8] The ILO Guidelines for a just transition towards environmentally sustainable economies and societies for all provide a framework for fostering social dialogue and inclusive policy-making and planning. At the national level, social dialogue involving governments, employers, and workers can inform climate policies such as the Nationally Determined Contributions or standalone roadmaps on just transition. At the sector and enterprise levels, collective bargaining agreements and bipartite social dialogue can help create and implement plans to uphold a just transition and adjust to changes driven by climate mitigation and adaptation needs. At the global level, social dialogue can foster the participation of workers in the development of global frameworks and sectoral roadmaps on just transitions.[9]

Countries such as Brazil, Chile, Colombia, Mexico, Mozambique, Peru, and South Africa have been developing clean economy policies and plans, some of which will involve workers and their communities. For example, in December 2023, Brazil began to implement its National Environmental Transformation Plan, and Chile is currently developing a Just Transition plan.[10]

II. AWARD INFORMATION

A. AWARD TYPE AND AMOUNT

Funding will be provided in the form of a cooperative agreement. Approximately $7,000,000 total costs is expected to be available to fund approximately 1 (cooperative agreement) award(s). Applicants may apply for a ceiling amount of up to $7,000,000 total costs. Awards made under this announcement are subject to the availability of federal funds. In the event that additional funds become available, USDOL reserves the right to increase the amount of an award or to use such funds to select additional recipients from applications submitted in response to this announcement.

In addition to its normal consultative role as grantor, ILAB's substantial involvement in program activities may focus on elements that are essential to meet program requirements and ensure achievement of program objectives and outcomes. ILAB's involvement may include, but not be limited to:

- Liaising with in-country USG officials and host country governments on matters related to the project.
- Collaborating substantially on the project strategy and implementation, as well as the development of the project document package.
- Collaborating substantially on the development and implementation of the monitoring and evaluation plan and all of its components.
- Providing highly specialized input on the technical definitions and concepts of workers' rights, international labor standards, occupational safety and health (OSH), industrial relations, social dialogue, collective bargaining, freedom of association, acceptable conditions of work, stakeholder compliance, non-discrimination, labor courts, labor administration, labor inspection, labor law and judicial reform, legal and policy frameworks, child labor, forced labor, human trafficking, and effective enforcement, among others.
- Being substantially and actively involved in designing research, service provision, and/or capacity building activities jointly with the recipient.
- Reviewing and providing input on project's planning for sustainability and collaborating to promote sustainability of project efforts, including through replication of good practices.

B. PERIOD OF PERFORMANCE

The required period of performance is 48 months from the effective date of the award. This performance period includes all necessary implementation and start-up activities. Only allowable costs incurred during the period of performance may be charged to the federal award (2 CFR 200.1 Period of performance).

III. ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

The following organizations are eligible to apply:

- U.S. organizations:

    - Nonprofits, including any faith-based organizations or community-based organizations
    - Public/State Controlled Institutions of Higher Education
    - Private Institutions of Higher Education
    - Historically Black Colleges and Universities (HBCUs)
    - Tribally Controlled Colleges and Universities
    - Alaska Native and Native Hawaiian Serving Institutions
    - Asian American Native American Pacific Islander Serving Institutions (AANAPISIs)
    - Hispanic-serving Institutions (HSIs)
    - Minority Serving Institutions
    - Native American tribal organizations (Federally recognized)
    - For-Profit organizations

- Non-U.S. organizations:
    - Non-U.S. Entities, including PIOs, as described in 2 CFR 200.1.

Applicants selected for award, including PIOs, must abide by DOL's requirements in the term and conditions of the award, in alignment with U.S. appropriation laws and applicable U.S. regulations.

Applicants do not need previous experience managing federal awards, but they must speak persuasively about their ability to leverage other previous experience and bring it to scale in support of a large federal investment.

The following types of organizations **are not** eligible to apply nor to participate as subrecipients/contractors:

- Organizations designated by the U.S. Government to be associated with terrorism.
- Organizations designated by the U.S. Government to have been debarred or suspended.
- Organizations planning to charge a fee (profit) associated with a project funded by a USDOL award.
- Foreign governments and entities that are agencies of, or operated by or for, a foreign state or government are not eligible to apply. However, they may be eligible to participate as a subrecipient in certain instances, subject to USDOL approval. NOTE: If an exception to this subrecipient eligibility criterion might be appropriate, the application must include a detailed justification for the possible exception. **USDOL funds are not intended to duplicate existing foreign government efforts or substitute for activities for which such governments have already assumed responsibility.** USDOL will make eligibility decisions on a case-by-case basis after receiving the application.

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

Use the following checklist as a guide when preparing the 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. It is recommended to use this checklist to ensure that the application contains all required items. If the application does not meet all of the screening criteria, the application will not move forward to the merit review process.

Application Requirement	Instructions	Complete?
The deadline submission requirements are met	Section IV.B.3.a	
Eligibility	Section III.A	
The components of the application are saved in any of the specified formats and are not corrupt. (USDOL will attempt to open documents, but will not troubleshoot any problems related to opening files)	Section IV.B.3.b	
Application does not exceed the ceiling amount of $7,000.000 total costs	Section II.A	
Applicant has registered with the System for Award Management (SAM) and maintains an active account	Section IV.B.2.a	
Completed and signed SF-424, *Application for Federal Assistance,* including a Unique Entity Identifier Number	Section IV.B.2.c	
SF-424A, *Budget Information Form*	Section IV.B.2.d	
Technical Proposal	Section IV.B.1	
Attachments to Technical Proposal • Abstract • Work Plan • Sustainability Strategy Template • Relevant Grant and/or Contract Experience • Project Management Organizational Chart	Section IV.B.1	
Cost Proposal	Section IV.B.2	
Budget Narrative	Section IV.B.2.e	
Phase II Problem Analysis	Section IV.B.1	
Phase II Project Strategy	Section IV.B.1	
Phase II Budget and Accompanying Budget Narrative	Section IV.B.2.e	

2. Number of Applications to be Submitted

Multiple applications from an organization are not allowed. If multiple applications are received, the most recent application submitted by the deadline will be accepted. If the most recent application is disqualified for any reason, USDOL will not replace it with an earlier application. Applicant entities are not precluded from participating as partners on another entity's application.

IV. APPLICATION AND SUBMISSION INFORMATION

A. HOW TO OBTAIN AN APPLICATION PACKAGE

This FOA, found at www.grants.gov, contains all of the information needed to apply for funding. Applicants should note that it includes hyperlinks to external forms and resources. Applicants are required to comply with all parts of the FOA, including those parts found at the hyperlinks.

B. CONTENT AND FORM OF APPLICATION SUBMISSION

Applications submitted in response to this FOA must consist of two separate and distinct parts: (1) a Technical Proposal, including attachments; and (2) a Cost Proposal, including the SF-424 Application for Federal Assistance and related forms identified as follows. It is the applicant's responsibility to ensure that the funding amount requested is consistent across all parts of the application. If the funding amount is not consistent, the amount requested on the SF-424 will be considered for the purpose of the award.

1. Technical Proposal

Applicants should use their technical expertise to propose how to meet the requirements of the FOA and must provide justification for their choices based on evidence (see definition in Appendix B), analysis of contextual opportunities and constraints, and available resources within the requirements of the FOA. Applicants must include specific citations to the evidence used to support their proposed project strategy. If there is limited evidence to support the proposed intervention(s), applicants may propose to pilot an innovative approach but must include and describe a plan for monitoring and assessing the effectiveness of the intervention(s).

All pages of the application must be numbered. All required documents (including attachments) must be submitted in English. Any additional documentation submitted that is not required or specifically requested under this announcement will not be considered during the merit review process.

Technical Proposals must be no more than 50 single-sided, double-spaced pages (8.5 x 11 inches with 1-inch margins). If any page limits required by this FOA for any part of the application are exceeded, the content that exceeds the page limit will not be considered during the merit review process. Font style must be Times New Roman and font size must be 12-point. The Cover Page, Acronyms List, Table of Contents, required attachments to the Technical Proposal, and the Cost Proposal do not count toward the page limit and do not have any spacing restrictions. Different fonts and font sizes may be used for tables, text boxes, and graphics. However, it is the applicant's responsibility to ensure that they are legible and meet electronic submission requirements. Documents which cannot be read or accessed by the Department will not be considered during the merit review process. Please see section IV.B.3. for the file format requirements for electronic submissions.

The following instructions provide all the information needed to complete the Technical Proposal. Applicants should carefully read and consider each section and include all required information. The Technical Proposal will be evaluated using the evaluation criteria identified in Section V, Application Review Information. Applicants must use the same section headers identified in this FOA for each section of the Technical Proposal:

a. Abstract (Executive Summary)

Applicants must submit as an attachment an abstract summarizing the proposed project including, but not limited to, the project objective, proposed outcomes, sub-outcomes (if included in this FOA), outputs, and activities. The abstract should describe the proposed project in plain language and include the following sections:

1) Applicant's Name and Title for the Project. The applicant's name and title for the proposed project.
2) Purpose. A brief description of the purpose for the award, including a description of the geographic area to be served (if applicable), population(s) to be served (if applicable), number and description of individuals, groups and institutions to be served (if applicable), and the funding level requested.
3) Activities to be Performed. A brief description of award specific activities and other deliverables.
4) Expected Outcomes. The project objective, proposed outcomes, sub-outcomes (if included in this FOA), and outputs.
5) Intended Beneficiaries. Intended beneficiary(ies) or recipient(s) of the project activities.
6) Subrecipient Activities. If sub-awards are proposed, then specify the activities to be provided and the name of each proposed sub-awardee, if known.

The abstract is limited to two double-spaced single sided 8.5 x 11-inch pages with 12-point text font, Times New Roman font style, 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."

b. Table of Contents
The table of contents must list all required documents and include their corresponding page numbers.

c. Project Narrative
The Project Narrative must describe in detail the applicant's response to the FOA. At minimum, the Project Narrative must contain the following sections:

1) Problem Analysis (up to 5 points)

a) Scope of the Problem (up to 3 points)

Applicants will be evaluated based on the extent to which their analysis demonstrates an understanding of the scope and nature of the problem that forms the basis of the project design. Applicants must describe in both quantitative and qualitative terms the need for assistance, including the nature, scope and root causes of the problem, and the consequences of not addressing the need. Applicants must identify significant gaps in laws, policies, programs, and coordination efforts that contribute to the identified problem and that need to be addressed. Phase II will be evaluated in the Phase II Problem Analysis attachment.

b) Population / Institutions Served (up to 1 points)

The analysis must include discussion of specific actors that have influence, leverage, and/or interest in addressing the problem, giving particular attention to underserved, underrepresented, and historically marginalized communities or groups. This could include individuals, groups, institutions, coalitions, or networks. This discussion should clearly describe how the targeted population(s) to be served in the project will meet the requirements of this FOA. The analysis must address considerations of harm and equity sufficient to demonstrate the applicant's understanding of how the problem affects different groups, with particular attention to gender and racial equity. For projects involving institutional strengthening, the problem analysis should clearly describe institutional barriers (or "pain points") encountered by the target population(s) in participating in climate policy-making and accessing services, benefits, protections or programs associated with improved workers' rights. The problem analysis must be supported by relevant empirical data, including citations.

c) Proposed Geographic Scope (up to 1 points):

The applicant may identify and provide a justification for the proposed areas of intervention. Applicants may choose one or more of the following scopes: local (municipal or provincial), regional (contiguous area within country), sectoral or value chain (within country), national, multi-country (contiguous or non-contiguous), firm, industry, or value chain (local, regional or global). Within the chosen geographic scope, applicants may identify the specific site(s) where awarded applicants will implement project interventions in pilot countries.

If the applicant does not identify potential areas of intervention, scope, or specific sites, it must explain how it will do so post-award and explain the advantages and disadvantages of this approach.

For the South-South cooperation focus area, applicants should propose up to 2 countries from the list below and provide a rationale for their selection based on the scope of this FOA. The selection of countries is subject to approval by DOL post-award.

- Potential countries include Colombia, Mexico, Peru, Mozambique, or South Africa.

2) Project Design (up to 33 points)

a) Project Strategy and Sustainability Strategy (up to 30 points)
The applicant's Project Strategy and Sustainability section will be evaluated based on its responsiveness to the unmet need described in its Problem Analysis.

The project-level objective is of increasing worker voice in the formulation, implementation, and monitoring of climate policies and plans.

In support of achieving the objective, the project should be designed to achieve the following outcomes and sub-outcomes, if required:

The applicant's Project Strategy and Sustainability section will be evaluated based on its responsiveness to the unmet needs described in its Problem Analysis. Phase II will be evaluated in the Phase II Project Strategy attachment.

The project-level objective is to increase worker voice in the formulation, implementation, and monitoring of climate policies and plans.

For Phase I, the project will pilot project interventions in Brazil and Chile and conduct South-South cooperation activities with up to two countries. Potential countries should include Colombia, Mexico, Peru, Mozambique, and/or South Africa. The project will use a value-chain approach to conduct interventions in the metal manufacturing sector (including electric vehicles) and/or energy and extractives sectors.[1]

In support of achieving the objective, the project will include three focus areas:

1. Supporting efforts aimed at creating an enabling environment for workers, their organizations, and their communities to efficiently engage in just transition policies and plans.
2. Strengthening the capacity of workers, workers organizations, and their communities to effectively participate in all just transition related policies and plans at all levels within their respective countries.
3. Fostering South-South cooperation to strengthen workers' participation in just transition and the related policies and plans.

1. Supporting efforts aimed at creating an enabling environment for workers, their organizations, and their communities to efficiently engage in just transition policies and plans.

For Focus Area 1, applicants must describe how the proposed project will help governments, workers and employers to use collective bargaining, tripartism, and social dialogue to create and execute policies and plans for just transition.[11] This may be at a variety of levels, such as national tripartite social dialogue on climate policy or sustainable industrial policy, tripartism at the subnational levels including municipalities, sectoral bipartite dialogue between workers and employers, or the integration of just transition into enterprise or sectoral collective bargaining agreements. Applicants should:

- Explain how they will support social dialogue, at what levels and in what economic activities, and the forms of support for governments, workers, and employers to participate fully and effectively in planning and policy-making.
- Describe how they will promote binding agreements, including collective bargaining agreements, community benefit agreements, and tripartite or bipartite agreements.
- Describe how they will promote evidence-based policies and plans that prioritize worker voice.

For the illustrative examples of enabling-environment activities, applicants should justify proposed activities by describing identified gaps and weaknesses needing to be addressed. Applicants could consider the following:

- Improving knowledge and awareness of site-specific and sectoral transition (e.g., energy-dependent or mono-industrial communities) and the effect on workers and labor rights, communities, and underserved populations.[12]
- Integrating just transition measures into collective bargaining agreements, as well as policies. Policies could include industrial, macroeconomic, environmental, climate, employment, workforce development, social protection, trade, or national development plans.
- Supporting and engaging government authorities including a variety of relevant bodies such as energy and environmental ministries, to strengthen social dialogue, inclusive consultation, transparency and accountability on climate-related policy.

2. Strengthening the capacity of workers, workers organizations, and their communities to effectively participate in all just transition related policies and plans at all levels within their respective countries.

For Focus Area 2, applicants must describe how they will empower workers and worker organizations to promote just workforce transition with quality jobs and decent work amid climate mitigation, including collective action to protect existing jobs and help workers move to new jobs.[13] This should address economic activities that are being reduced or transformed, for example coal mining and coal-fired power or the shift from internal combustion to electric vehicle manufacturing. Applicants should also describe how they will support worker organizing and collective bargaining in sectors (including sub-sectors if applicable) they will propose as part of their application. For proposed transitioning and new sectoral or subsectoral activities, climate adaptation should be considered. Applicants should:

- Explain how they will empower workers and worker organizations to participate in negotiation, design, and implementation of policies and plans (formal training).
- Describe how they will support workers and worker organizations to use what they learn through capacity building activities. (learning by doing).
- Outline how they will support worker organizations to build or strengthen networks and coalitions (learning with others).

Applicants are encouraged to use an experiential learning approach for this focus area. Experiential learning combines training, learning by doing, learning with others, and reflecting on what was learned.[14]

For the illustrative examples of worker empowerment activities, applicants should justify proposed activities by describing identified gaps and weaknesses needing to be addressed. Among the strategies applicants could consider are the following:

Formal Training

- Improving the skill set of workers and worker organizations on organizing, negotiation and leadership, policy development, accountability, advocacy, and coalition-building.
- Increasing knowledge and awareness among workers and worker organizations on:

- challenges and opportunities presented by decarbonization, including changes in employment, union representation, collective bargaining coverage, and working conditions.[15]
- impacts of climate on labor rights and working conditions, with a focus on climate-related hazards.[16]

Learning by Doing

- Coaching and mentoring workers and worker organizations to effectively use social dialogue and collective bargaining participate in the creation of policies and plans and participate in monitoring and implementation.
- Fostering collective bargaining on just transition and worker organizing to improve job quality and access to good jobs in the clean economy.[17]

Learning with Others

- Building or strengthening partnerships with local communities, workers' organizations in other sectors, climate organizations, and other civil society organizations to develop joint policy positions and advocacy strategies related to policies and plans at all levels.

Depending on project strategies for this focus area, applicants may consider setting aside up to $400,000 in the project budget to support a small grants mechanism for worker organizations. If applicants decide to do so, they must describe how they will manage the small grant mechanism(s) to support initiatives to be implemented by worker organizations in pilot countries. Applicants must explain the procedures and mechanisms to select, fund, and monitor these initiatives as well as ensure responsible use of Federal funds. Applicants are encouraged to consider adoption and/or replication of effective procedures and mechanisms already used by ILAB-funded projects, USAID, and other donors. Applicants should avoid duplication of existing efforts or creating additional burdens for worker organizations. The finalization of the strategy for the small grant mechanism(s) is subject to approval by DOL post-award. For Phase II, applicants can propose a small grant mechanism(s) based on their proposed project strategies.

3. Fostering South-South cooperation to strengthen workers' participation in just transition and related policies and plans.

For **Focus Area 3**, applicants must describe how they will promote South-South cooperation among pilot countries and proposed countries to strengthen workers' participation in just transition and the related processes.[18] Applicants must outline a strategy to carry out practical and outcome-oriented activities targeting key stakeholders that complement current efforts on South-South climate and just transition, and proposed activities under Focus Areas 1 and 2. Potential activities could include technical workshops, peer-to-peer training, and in-person and virtual discussions, among others. Proposed strategies for South-South activities will be refined during the validation process and life of the project.

Requirements Across Technical Proposal

Applicants must propose a strategy to achieve the project-level objective that incorporates adaptive management, evidence, innovation, and sustainability.[19] Applicants must:

- Describe how they will use adaptive management and evidence to guide project activities. During the validation process, applicants will be required to co-create project outcomes with project stakeholders. In their proposals, Applicants must explain how they will use co-creation for the validation process and throughout the life of the project.[20]
- Explain how they will promote innovation in their project strategies and monitor its relevance and effectiveness. Applicants are encouraged to allocate up to $150,000 in project funds for innovation activities. This could include 1) testing new tools and approaches to capacity-building and South-South activities or 2) incorporating design thinking and the collective impact model into project activities.
- Outline how they will integrate sustainability into their project strategy, beginning in the early stages of project implementation (please see Appendix B for a definition of sustainability).

In addition, applicants must:

- Demonstrate how their proposed strategy will address gaps identified in the problem analysis, identify any potential barriers, and describe how the project will work to overcome those barriers. Applicants must provide evidence of the effectiveness of their proposed strategy.
- Implement an integrated communication and outreach strategy to support the project-level objective and proposed strategies. The communication and outreach strategy must incorporate concrete actions to ensure information and experience exchange among countries to inform adaptive management and scale up project performance. The communication and outreach strategy must demonstrate how the following are taken into account: (1) audience analysis and messaging tailored to workers, worker organizations, local communities, government officials, businesses, and other stakeholders and (2) the role of traditional, digital, and social media in reporting on issues relevant to the project.
- Undertake an initial assessment of any unique needs of underserved or historically marginalized populations and the most at risk or vulnerable groups and describe how any identified needs will be addressed.

After award, projects will be required to develop a logic model to illustrate how the proposed strategies will contribute to achievement of the project objective and sustained impact. For a more complete discussion of logic models and other Monitoring, Evaluation and Learning elements required by OTLA, please see the MEL Guide for ILAB Worker Rights Programs on ILAB's website.

For Phase II, applicants must identify (a) up to 2 countries to pilot interventions and up to 2 additional countries to conduct South-South cooperation and (b) prioritize sector(s) to conduct project interventions. Applicants may consider proposing as pilot countries the same countries the applicant proposes for Phase I's South-South cooperation activities. Applicants may propose other pilot or South-South countries or sectors not included under Phase I based on the identified needs and potential for achieving the project-level objective.

> USDOL has informed host government officials of the proposed project. Applicants must propose strategies for collaborating with the relevant government agencies in each country.

Efforts must be made to avoid duplication and to build upon relevant previous or ongoing activities in the target countries. Applicants must include a mapping of the landscape of current relevant programming in the target countries. Applicants must also demonstrate how they intend to coordinate with other relevant projects and initiatives, including those funded by the host government (where applicable), USDOL, other USG agencies, and other donor governments and organizations. Applicants must include a brief description of the consultative process undertaken in preparing their proposal.

Applicants must demonstrate that they have undertaken an initial assessment of the needs, resources, interests, influence and capabilities of all target groups, institutions, organizations or structures that are deemed vital to sustaining project outcomes, by describing the process of conducting the assessment and the results. The needs assessment and discussion of results should give particular attention to structural inequities and vulnerable groups, and should include a gender analysis.

Applicants must plan for long-term sustainability of outcomes in their proposed strategies. The applicant's description of the project strategy should:

- Fully justify proposed interventions by explaining their purpose and the problems they are intended to address. If available, note any applicable research that establishes evidence of a causal relationship or correlation between interventions and expected outcomes. Proposed interventions, including the activities and outputs that comprise them, should be fully described and should be ambitious but realistic given the implementing environment, scope of the problems to be addressed, and proposed budget.
- Demonstrate knowledge of political, gender, cultural, or other traditions and norms pertaining to and impacting the interventions proposed in the target sectors, including how these issues will be considered while implementing project activities.
- Demonstrate the long-term sustainability of all efforts and outcomes in the design of the proposal, including which outcomes have the potential to be sustained after the end of the project and explain how the responsibility for sustaining them is expected to transition to local stakeholders, systems and institutions.
- Identify risks and opportunities inherent in the project design that could impact the likelihood of achieving or sustaining project outcomes, and describe appropriate mitigation and response strategies.
- Recognize possible external factors or shocks and their potential influence on the project, expected outcomes, and their sustainability.
- Sustainability must be the centerpiece of the project strategy. "Sustainability" is concerned with measuring whether the benefits of an activity are likely to continue after donor funding has been withdrawn. Applicants must take into account the likelihood that the benefits or effects of a particular output or outcome will continue after donor funding ends. In developing the project strategy, applicants must consult with key stakeholders to ensure that the proposed strategy takes into account the factors, partners and institutions that are likely to have the strongest influence over, and the capacity and willingness to sustain the desired outcomes and impacts. Applicants should embed sustainability success factors into the project design in accordance with the Sustainability Guide available on ILAB's website at https://www.dol.gov/agencies/ilab/resources/grants.

After award, the selected recipients will be required to refine the Sustainability Strategy, report on it in each of their progress reports and modify or update the strategy as needed. Although there are restrictions on the awarding of subawards or contracts to government entities, to the extent possible, recipients should consider engaging relevant government agencies through South-South activities, as well as partnering with other local organizations or associations to strengthen their capacity.

b) Project Targets (up to 3 points)

The applicant's Project Targets section will be evaluated based on how well it supports the overall project strategy, as well as for how reasonable project targets are with consideration to the allocation of project resources (e.g., budget, staffing) to support the meeting of those targets.

USDOL has established a set of standard outcome indicators that OTLA-funded worker rights projects are expected to achieve or substantially contribute to, which should be sustained after the project ends. Together these indicators measure outcomes that are expected to have a lasting impact on the systemic worker rights problem identified in the project objective.

To receive full points for this section, applicants must include numerical outcome projections for each of the OTLA standard outcome indicators identified in Appendix F and defined in Appendix B. Applicants should complete Appendix F by providing raw numerical targets for each year of the project as well as the cumulative number; otherwise, they will not receive full points. If an applicant considers one or more outcome indicators inapplicable to their project, enter zeroes for the yearly and cumulative targets and provide a justification for excluding it. Percentages, percent increases or other types of data projections are not acceptable. In the narrative, applicants should explain their rationale for the targets.

Applicants must describe the target populations, institutions, systems or processes that will be impacted by the project as well as the underlying criteria informing the applicant’s choice of targets. Applicants must describe how target populations, institutions, sectors and/or geographic areas, etc. relate to the problem to be addressed and the overall strategy being proposed by the applicant.

Applicants must provide a justification for their selection of a target geographical area(s), as applicable.

Applicants must describe how geographic areas reflect the problem to be addressed and the overall strategy being proposed by the applicant.

Applicants must put forward a proposed approach to ensure the safety of participants and implementers within the target geographic area(s). Applicants must describe how they will deliver services in a safe environment.

3) Monitoring and Evaluation (M&E) Agreement and Capacity Statement (up to 5 points)

The applicant's M&E Agreement and Capacity Statement will be evaluated based on how well it addresses OTLA M&E requirements (outlined below). Applicants must confirm in their proposal their commitment to strong project M&E. They must also confirm their agreement to collaborate with USDOL in developing and revising required M&E deliverables, including the project's Performance Monitoring Plan (PMP).

M&E requirements include:

- development of the Monitoring and Evaluation Plan components to include a logic model, project monitoring plan with indicators, data reporting form, and Learning Agenda;
- development and implementation of the PMP, which includes indicator definitions and collection, reporting, and analysis of data on project-specific and OTLA-standard outcome indicators;
- integrating principles of diversity, equity, inclusion and accessibility into M&E planning and implementation, including through the use of indicators to measure results in regard to under-served populations;
- development of baseline values and establishing targets for outcome indicators;
- implementation of M&E activities which includes the collection, quality assessment, analysis, and reporting of data on project-specific and USDOL-standard performance indicators throughout the period of performance as required by USDOL;
- ensuring adequate M&E staffing capacity with clear roles and responsibilities to support monitoring, evaluation and learning activities throughout the project's period of performance;
- implementation of learning activities which include periodic pause and reflect meetings and collection of real-time qualitative and quantitative feedback to facilitate adaptive learning and management;
- development and refinement of a Sustainability Strategy, including a Stakeholder Register and Risk Management Plan;
- collaboration with ILAB on required performance evaluations, audits, studies, or other learning activities to pursue specific evidence-building activities that will help advance ILAB's institutional learning; and
- an end-of-project analysis of PMP indicator data and final outcomes, usually part of the Final Technical Performance Report (TPR).
- development of a Risk Management Plan after award, per requirements in the MPGs, that is based on the risk register in the technical proposal.

Applicants are encouraged to allocate up to $150,000 in project funds for innovation activities. This could include 1) testing new tools and approaches to capacity-building and South-South activities or 2) incorporating design thinking and the collective impact model into project activities.

After the award is made, USDOL will work with the recipient to develop the PMP and to identify project-specific indicator definitions, targets, units of measure and data disaggregation. All agreed upon indicators and disaggregation must be reported in the semi-annual progress reports in a spreadsheet format. USDOL will also work with the recipient on plans for data collection, analysis, learning, and usage.

For more information on M&E expectations, please see the most recent Management Procedures and Guidelines (MPG) https://www.dol.gov/agencies/ilab/resources/grants. Please also see OTLA Monitoring, Evaluation and Learning Plan Guide. MEL for Worker Rights Programs: Where do we start? (dol.gov)

4) Work Plan (up to 8 points)
The applicant's Work Plan will be evaluated based on how clearly and realistically it outlines major activities and their related deadlines. The Work Plan must identify major project activities, deadlines for completing these activities, and person(s) or institution(s) responsible for completing these activities for the entire life of the project, as well as a sustainability plan. The Work Plan must be included graphically as an attachment and correspond to activities identified in the Project Design, Budget and Budget Narrative. Applicants may choose an appropriate format for their Work Plan, but the format must include a field/column where the applicant, if funded, would report on the status of plan items (e.g., not yet started, on track, delayed, completed).

d. Organizational Capacity (up to 26 points)
This section must describe the qualifications of the proposed applicant and/or any proposed subrecipients to implement the project.

1) Relevant Grant and/or Contract Experience (up to 8 points)
The applicant's Relevant Grant and/or Contract Experience will be evaluated based on how well it reflects their ability to address the requirements of the FOA (including the ability to meet USDOL monitoring, oversight, and reporting requirements) and implement the applicant's proposed Project Strategy. Applicants must describe any experience they or their proposed subrecipients have with implementing projects relevant to this FOA and provide references for past performance, as well as ask their references to complete and submit a past performance questionnaire. Each of these requirements is further explained in the corresponding bulleted item below. Projects included must have been active within seven years of the issuance date of the FOA and no more than a combined total of six (6) projects for the primary applicant and proposed subrecipients should be provided in the description or used for references.

- Project descriptions should be included in this section of the technical proposal.
- References must be included as an attachment in a Relevant Grant and/or Contract Experience table (see Appendix C for a sample format). USDOL reserves the right to contact any references included in the chart and/or any other references that come to our attention.
- Applicants must ask all listed references to provide information about project performance and administration such as that suggested in the sample past performance questionnaire included as Appendix E. For consideration, references must email this information as a Word document or PDF attachment directly to USDOL at OGM_ILAB@dol.gov by the closing date and time of this announcement. Email submissions must include the following subject line: FOA-ILAB-24-41, Reference, Applicant [*insert*

applicant name] *or if applicable* Proposed Subrecipient [*insert sub name*], [*insert reference giver's name and organization*]. USDOL is not responsible for reviewing messages that do not include the proper subject line. Failure by references to submit the requested information by the required date and time will result in its omission from the panel review process and may affect how the application is scored. Applicants are encouraged to follow-up with their references directly because USDOL cannot guarantee to confirm receipt of emailed references.

Applicants and/or subrecipients with no relevant past grants and/or contracts experience must include a narrative describing their ability to leverage other previous experience to achieve this FOA's required outcomes. In such cases, applicants must include an attachment indicating that the list of references is not applicable.

2) Country Presence (optional - up to 0 points)

Applicants must describe their ability and plans to collaborate directly with relevant national, regional and/or local government and non-government agencies, and other organizations as relevant to this project in each country, and their past experience working with these stakeholders.

3) Partners (up to 12 points)

The applicant's Partners section will be evaluated based on how well it supports effective implementation of the applicant's project strategy and the needs outlined in their problem analysis section. Applicants must describe their approach for working with organizations in the target country(ies) to implement project activities to advance the objective of the project. Where they exist, applicants must describe any established partnerships and how they will be leveraged (either formally or informally) during project implementation, including with local organizations that have capacity and experience working on issues related to the objective of the project. Applicants without established in-country partnerships must describe how they will build local partnerships and/or describe any other partnerships that will be leveraged to achieve the project objective.

Applicants that propose formal project implementation partners (i.e., as subrecipients) must include a brief description of such partners, including a description of the partners' role in implementing the proposed project strategy and how this approach will strengthen the overall proposal. Applicants must provide documentation demonstrating these partners' support and commitment to the project.

Applicants with formal project implementation partners that do not have a negotiated indirect cost rate (NICRA) are encouraged to request *de minimis indirect cost rate* for these organizations. Applicants will certify that all requested costs are directly allocable to the proposed project and not supported from any other source. For more information, see cost proposal section under indirect costs.

Applicants that propose a small grants mechanism must describe how they will manage the small grant mechanism(s) to support initiatives to be implemented by worker organizations in pilot countries. Applicants must explain the procedures and mechanisms to select, fund, and monitor these initiatives as well as ensure responsible use of Federal funds. Applicants are encouraged to consider adoption and/or replication of effective procedures and mechanisms already used by ILAB-funded projects, USAID, and other donors. Applicants should avoid duplication of existing efforts or creating additional burdens for worker organizations. The finalization of the strategy for the small grant mechanism(s) is subject to approval by DOL post-award. For Phase II, applicants can propose a small grant mechanism(s) based on their proposed project strategies.

4) Personnel (up to 0 points)

a) Key Personnel

Key personnel positions are deemed essential to the successful operation of the project and completion of all proposed activities and deliverables. Should the applicant be accepted for award, they must request and be granted approval before hiring candidates for key personnel openings. ILAB, the Federal awarding agency, retains the authority to approve all key personnel changes throughout the life of the award as stated in 2 CFR 200.308(f). Approved key personnel must be available to staff the project no later than 45 calendar days after the date of award should the applicant be selected for award.

Upon selection of the award, the applicant must summarize the candidates' past experience and qualifications to perform the duties of the position and execute the project strategies proposed by the applicant. ILAB encourages applicants to hire national/local staff for key personnel positions.

Recipients assume full responsibility for ensuring that all key personnel have a clear and thorough understanding of USDOL policies, procedures, and requirements and that all documents submitted to USDOL are in English.

ILAB has designated the following position(s) as key personnel. Other requirements for each individual position follow:

Project Director:

- Must be directly hired by the recipient, not a subrecipient.
- Devote at least 90 percent level of effort to the project (0.9 full-time equivalent position).
- Minimum of seven (7) years of professional experience in project management and managing operational and administrative duties for USG-funded projects or other donor-funded projects of similar complexity.
- Proven experience establishing and maintaining systems for managing project operations, including overseeing the preparation and submission of project deliverables, stakeholder and risk management processes, cost and schedule controls, and sustainability planning and implementation.
- Demonstrated experience using adaptive management, evidence, and innovation approaches to lead USG-funded projects or other donor-funded projects of similar complexity.

- Proven success in building and maintaining working relationships with all project stakeholders; engaging in coalition building; and empowering stakeholders to take ownership of key project outcomes for post-project sustainability of progress.
- Strong facilitation, communication, collaboration, and leadership skills.
- Understanding of labor and climate issues.
- Experience working in Latin America.
- Fluency in English (written and spoken) required. *See additional guidance below.

Monitoring and Evaluation (M&E) Officer:

- Must be directly hired by the recipient, not a subrecipient.
- Devote at least 90 percent level of effort to the project (0.9 full-time equivalent position).
- Minimum of five years of professional experience in a senior M&E position responsible for implementing monitoring, evaluation and learning activities for international development projects.
- Proven success in designing, implementing and operating project M&E systems from project initiation to closeout stages, including experience building and maintaining working relations with stakeholders in a culturally-responsive and collaborative manner.
- Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting and developing M&E plans as well as sustainability plans.
- Demonstrated ability to facilitate co-creation processes, create and use tools to elicit and leverage learning, and lead cross-team learning or sensemaking workshops.
- Demonstrated experience with one or more of the following is preferred: Complexity-Aware Monitoring, Evaluation and Learning (CAMEL), Collaboration, Learning and Adaptation (CLA), Adaptive Management, Systems Thinking and Complexity Science (STCS).
- Experience working in or supporting projects in countries mentioned in this FOA and lived experience related to the project's focus areas are preferred.
- If one individual does not meet the requirements, the recipient may propose alternate solutions to meet the experience and level of effort for the M&E Officer.

Upon award, the selected applicant must submit a resume (4 pages maximum) for each individual being proposed for each position designated as key personnel in this FOA. Each resume must include:

- Educational background, including highest education level attained;
- Work experience covering at least the last five years of employment to the present, including such information as employer name, position title, clearly defined duties, and dates of employment;
- Special experience, capabilities, or qualifications related to the candidate's ability to implement the proposed strategy and perform effectively in the proposed position; and
- Evidence of English fluency and other relevant language skills, if required (includes speaking, listening, reading, writing). For non-native speakers, evidence of fluency may include a Test of English as a Foreign Language

(TOEFL) score or transcript showing completion of advanced English language coursework.

b) Other Professional Personnel

Applicants could consider proposing:

Country Coordinators for Pilot Countries

- Must be employed by the recipient, not a subrecipient.
- Minimum of three years of experience in a leadership position working on labor and/or climate issues.
- Demonstrated experience in project management and overseeing the work of relevant local staff, consultants, or subcontractors.
- Experience in policy-making and building coalitions with worker organizations, government agencies, the private sector, and local communities to address labor issues.
- Understanding of issues related to workers' rights and climate in the specific country.
- Understanding of gender and racial equity issues.
- Fluency in Portuguese (Brazil) or Spanish (Chile) is required, and working knowledge of English is preferred.

Climate and Labor Specialist

- Minimum of three years of experience working on climate policy and labor rights.
- Demonstrated experience working with worker organizations, policymakers, and other stakeholders.
- Proven experience in policy-making related to climate and labor issues.
- Understanding of regional issues related to social dialogue, workers' rights, and climate policies.
- Strong analytical, communications, and research skills.
- Must be employed by the recipient, not a subrecipient.
- Fluency in Portuguese or Spanish is required, and working knowledge of English is preferred

South-South Cooperation Specialist

- Minimum of three years of professional experience in communications work relevant to this FOA.
- Proven experience in South-South cooperation programs related to climate, labor rights, or policy-making.
- Ability to conduct practical and outcome-oriented South-South cooperation programs based on participants' needs.
- Understanding of regional issues related to social dialogue, workers' rights, and climate policies.
- Strong analytical, communications, and research skills.
- Knowledge of human-centered design is preferred.
- Must be employed by the recipient, not a subrecipient

- Fluency in Spanish is required and proficiency in English is preferred.

NOTE: In consultation with USDOL post-award, the winning applicant may propose different staffing structures to meet requirements for key personnel (e.g. Project Director, M&E Officer) or other professional personnel. For example, the winning applicant could hire a senior technical expert to cover the technical project elements if the project director does not have subject matter expertise or ensure a senior staff member with English fluency can be responsible for official communications with USDOL, if the project director is not fluent in English.

Applicants may propose additional professional personnel (apart from key personnel listed above) in their application.

There is no minimum required level of effort for such additional professional personnel. Minimum levels of effort are needed only for the key personnel listed above. Wherever possible, applicants should hire national/local staff knowledgeable in the areas of intervention who will be responsible for implementing project activities.

5) Management Plan (up to 6 points)
The applicant's Management Plan section will be evaluated based on how well it demonstrates an ability to support proper oversight, reporting, and implementation of the project strategy. Applicants must discuss their project's Management Plan, including a narrative description of the structure of the project's management team, key personnel roles and responsibilities, and the lines of authority between key personnel and other project staff responsible for providing services related to project intervention. If other professional personnel are proposed, their role must be explained in the Management Plan. If any of the project's personnel would be employed by a subrecipient, the applicant must provide a rationale for this arrangement and an explanation of the staffing structure.

Applicants must also include as an attachment a project management organizational chart that provides a visual depiction of the project's management structure and lines of authority among organizations, all key personnel, other professional personnel, and other project staff being proposed. Applicants may choose an appropriate format for their project management organizational chart.

e. Strategy Cohesiveness (up to 5 points)

Each applicant's proposal will be assessed based on how well the components of the proposal, including the project narrative and budget, fit together and support the overall Theory of Change or logic model being proposed by the applicant. This assessment will be based on the totality of information required for submission by the applicant in response to this FOA and no other additional information needs to be submitted by the applicant or will be considered by the panel during their assessment of Overall Strategy Cohesiveness.

f. Attachments
The following documents must be included with the application package. Those attachments listed here will be excluded from the technical proposal page limit.

- Abstract
- Work Plan
- Sustainability Strategy Template
- Relevant Grant and/or Contract Experience
- Project Management Organizational Chart

Phase II Documentation:

- Phase II Project Analysis (3 points)
- Phase II Project Strategy (4 points)
- Phase II Budget and Accompanying Budget Narrative (3 points)

2. Cost Proposal

Applicants must prepare a cost proposal as part of the application. The cost proposal must reflect consistency between the proposed costs and the work to be performed as outlined in the Project Narrative of the applicant's technical proposal.

If an applicant proposes cost sharing, cost sharing information must be included as part of the cost proposal. Cost sharing is not required for this program. Applications that include any form of cost sharing will not receive additional consideration during the review process. Any approved cost sharing will be subject to the same compliance and reporting requirements as any awarded federal funds.

As part of the process of developing a cost proposal, the applicant must have a Unique Entity Identifier (UEI) number and be registered in System for Award Management (SAM). In addition, the cost proposal must contain the following:

- SF-424 Application for Federal Assistance;
- SF-424A Budget Information;
- Budget Summary;
- Line-Item Budget;
- An accompanying Budget Narrative; and
- Indirect cost supporting documentation.

a. Requirement for SAM Registration

Applicants must register with the System for Award Management (SAM) before submitting an application. Instructions for registering with SAM can be found 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 from the date of subsequent updates to ensure it is current, accurate, and complete. If applicant entities do not renew their SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov. Registration and renewal can take up to ten business days to complete. For clarification, 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.

b. Requirement for Unique Entity Identifier (UEI Number)

All applicants for federal grant and funding opportunities must have a UEI and must supply their UEI on the SF-424. The UEI is a 12-character alphanumeric code that uniquely identifies all entities. Any entity registering to do business with the government is required to have one. UEIs are issued by SAM.gov and are a part of an entity's record in the Entity Information section of SAM.gov. If your organization does not have a UEI, one can be obtained for free at https://sam.gov.

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

- Grant recipients must notify potential subrecipients that no entity may receive a subaward unless the entity has provided its UEI.
- Grant recipients may not make a subaward to an entity unless the entity has provided its UEI.

See Appendix A to 2 CFR Part 25.

c. SF-424 Application for Federal Assistance

Applicants must complete the SF-424, Application for Federal Assistance, available at https://apply07.grants.gov/apply/forms/sample/SF424_4_0-V4.0.pdf. The SF-424 instructions are also available on Grants.gov: https://apply07.grants.gov/apply/forms/instructions/SF424_4_0-V4.0-Instructions.pdf. The SF-424 must clearly identify the applicant and must be signed by an individual with authority to enter into an award 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, 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://apply07.grants.gov/apply/forms/sample/SF424B-V1.1.pdf. The SF-424B is not required to be submitted with the application.

Box 8b should include the applicant's Employer Identification Number (EIN) as applicable. Domestic entities should have an EIN whereas international entities may or may not have an EIN. For international entities without an EIN, this box should be marked 44-4444444. Further information on the EIN is available at https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online.

IMPORTANT NOTE for applicants with non-U.S. addresses: On the SF-424, page 1, Section 8d, please enter "DC" into the State field and "20210" into the Zip/Postal Code field. This is extremely important for ensuring your application is received by USDOL.

d. SF-424A Budget Information (Non-Construction Programs)
Applicants must complete the SF-424A Budget Information Form, available at https://apply07.grants.gov/apply/forms/readonly/SF424A-V1.0.pdf.

e. Budget Summary, Line-Item Budgets, and Accompanying Budget Narrative (up to 8 points)
The Cost Proposal must include a summary budget for the proposed project overall, along with line-item budgets for the applicant and each proposed subrecipient. The applicant's Cost Proposal will be evaluated based on how well it supports the overall project strategy, as well as for how clear and reasonable the applicant's plans are for allocation of proposed project funds, taking into consideration the nature and scope of proposed project activities, and related costs associated with such activities.

- Budget Summary

  Applicants must provide a budget summary showing totals for the categories listed in the chart below for each year of the proposed project as well as overall for the proposed project. Only include the cost-share column if the budget includes voluntary cost-share. Please note the proposed project totals for the budget categories listed in the below table must match the project totals listed in Section B – Budget Categories of the SF 424A.

Budget Summary Categories	**Year XX**	**Year XX**	**Cost Share *(if applicable)***	**Total Federal Funds Requested**	**Total Cost of Project *(includes cost-share, if applicable)***
1. Personnel					
2. Fringe Benefits					
3. Travel					
4. Equipment					
5. Supplies					
6. Contractual					
7. Construction					
8. Other Direct Costs					
9. Total Direct Costs (lines 1-8)					
10. Indirect Costs					
11. Total Costs (lines 9-10)					

- Line-Item Budgets

A line-item budget is one in which the individual items of cost for the proposed project are grouped by budget category and year of operation. Using the same budget categories as the budget summary, applicants must provide line-item budgets for the applicant and separately for each proposed subrecipient budget (do not include itemized subrecipient costs as applicant costs). The overall amounts by category in the budget summary must match the sum of the budget categories for the applicant and subrecipient line-item budgets.

Applicants with formal project implementation partners that do not have a negotiated indirect cost rate (NICRA) are encouraged to request *de minimis indirect cost rate* for these organizations. Applicants will certify that all requested costs are directly allocable to the proposed project and not supported from any other source. For more information, see cost proposal section under indirect costs.

Applicants that propose a small grants mechanism(s) must describe how they will manage the small grant mechanism(s) to support initiatives to be implemented by worker organizations in pilot countries. Applicants must explain the procedures and mechanisms to select, fund, and monitor these initiatives as well as ensure responsible use of Federal funds. Applicants are encouraged to consider adoption and/or replication of effective procedures and mechanisms already used by ILAB-funded projects, USAID, and other donors. Applicants should avoid duplication of existing efforts or creating additional burdens for worker organizations. The finalization of the strategy for the small grant mechanism(s) is subject to approval by DOL post-award. For Phase II, applicants can propose a small grant mechanism(s) based on their proposed project strategies.

The sum of the budget categories for the applicant and subrecipient line-item budgets must correspond to the SF-424 and SF-424A. The line-item budgets must comply with federal cost principles. Allowable costs include those specifically defined in 2 CFR Part 200. Do not show leveraged resources on the SF-424 and SF-424A. Applicants should describe leveraged resources in the budget narrative. If selected for funding, the cost proposal will become part of the award, and any costs omitted by the applicant may not be allowed after award. Applicants may not rely on other contracts, grants, or awards to implement the applicant's proposed strategy. The budget and budget narrative submitted with the application must include all necessary funds to implement the proposed project strategy. ILAB will not provide any additional funding to cover unanticipated costs.

Applicants may format budgets as they see fit within the requirement for the line-item budget described in this FOA. Sample budget formats can be found at https://www.dol.gov/sites/dolgov/files/ILAB/Sample-Budget-Summary-and-Line-Item-Budget.xlsx. The GOR and the Grant Officer reserve the right to request more detailed line-item budget information post-award, if they deem it necessary.

- Budget Narrative

The Cost Proposal must also include a budget narrative that corresponds to the line-item budgets for the applicant and subrecipient. The budget narrative must include a detailed justification for each line-item cost and clearly state how each cost item supports the project. The budget narrative must be detailed enough so ILAB can understand how each cost is calculated and how each cost directly relates to the proposed project activity. 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. Applicants are encouraged to leverage resources to increase stakeholder investment in the project and broaden the impact of the project itself.

Applicants must use the following guidance in preparing their cost proposal:

1) Personnel
Enter funds required for compensation of personnel for the proposed project. List all staff positions by title and/or proposed role on the project. Give the annual salary of each position, the percentage of each position's time devoted to the project, the amount of each position's salary funded by the award, and the total personnel cost for the period of performance. Include only personnel costs of employee salaries and wages engaged in activities under the program. Costs associated with M&E personnel must be included under the personnel line item. See 2 CFR §200.430 for more information on allowable compensation for personnel costs. Do not include the personnel costs of consultants, contractors and subrecipients under this category. If not applicable, leave blank.

2) Fringe Benefits
Enter funds required for compensation of fringe benefits for the proposed project by position. Costs of employee fringe benefits are allowances and services provided by employers to their employees in addition to regular salaries and wages. For more information on fringe benefits, please refer to 2 CFR §200.431.

Do not include the fringe benefits of consultants, contractors, and subrecipients, because those costs should be listed under the "Contractual" category as part of the total value of the contract or agreement. Typically, fringe benefit amounts are determined by applying a calculated rate for a particular class of employee (full-time or part-time) to the salary and wages requested. Fringe rates are often specified in the approved indirect cost rate agreement. Fringe benefits may be treated as a direct cost or indirect cost in accordance with the applicant's accounting practices. Only fringe benefits as a direct cost should be entered under this category. If not applicable, leave blank.

3) Travel
For the applicant's project staff only, specify the purpose, number of staff traveling, per diem, estimated number of trips, and other estimated costs for each type of travel. Include costs of project-related travel (i.e., transportation, lodging, subsistence, and other related items) by employees who are in travel status on official business of the project operator. Travel by non-employees such as consultants, contractors or subrecipients should be included under the "Contractual" category. Local travel for employees in non-travel status should be listed on the "Other" category. Travel costs should be developed in accordance with the applicant's travel policies and applicable regulations (e.g., 2 CFR §200.475). If not applicable, leave blank.

Applicants must allocate sufficient funds to finance appropriate in-country and international travel. Please note that all travel costs paid for with federal funding must comply with the Fly America Act, see Section VI.B.3.i. At a minimum, applicants must allocate funds for:

- Travel for two key personnel for two possible trips to Washington, D.C. or regionally to attend DOL-sponsored trainings/events. Other key and/or non-key personnel may also be budgeted, and in this case, a justification should be included; and
- Travel by the Project Director based in the field to meet annually with ILAB officials in Washington, D.C. or another site determined by ILAB. M&E Officers (where applicable) must also be budgeted for travel to Washington, D.C. or regionally at least once during the life of the project. Other personnel may also be budgeted, and in this case, a justification should be included.

4) Equipment
Enter funds required for equipment for the proposed project. "Equipment" means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of: (a) the capitalization level established by the recipient or subrecipient for financial statement purposes, or (b) $10,000.

Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary charges, such as taxes, duty, protective in- transit insurance, freight, and installation, may be included in, or excluded from, acquisition cost in accordance with the applicant's regular written accounting practices. For more information, please see 2 CFR §200.1, 200.313, and 200.439. If not applicable, leave blank.

For any proposed equipment the applicant should identify the:

1. Item name;
2. Item description and basic specifications;
3. Estimated useful life of equipment;
4. Item cost, actual or estimated (and total cost if multiple items), including the cost to put the asset(s) in place and make it usable for the purpose it was acquired, if known;
5. Purpose of acquisition provided in a description of how the equipment will be used to support the awarded project and a reference to the approved activities in the Statement of Work (and the page numbers, if known). This description and justification are critical as the information will provide the documentation that the costs to be incurred are for approved project-related activities and in the best interests of the government.

For equipment not included in the applicant's submitted proposal, recipients must formally submit a written request to the Grant Officer via the Grant Officer's

Representative seeking prior approval. In general, DOL does not permit the purchase of equipment during the last funded year of the award.

5) Supplies
Enter funds required for supplies for the proposed project. List the item, quantity, and the unit cost per item. Supplies are tangible personal property other than those included in the Equipment category. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the applicant's organization for financial statement purposes or $5,000, regardless of the length of its useful life. For more information, please see 2 CFR §200.1, 200.314, and 200.453. If not applicable, leave blank.

Note that general office supplies like pens, paper, paper clips, etc. may be estimated as one category called General Office Supplies, and it need not be itemized. In general, applicants should not propose to purchase supplies or equipment for use by a host government to cover costs that would normally be the responsibility of the host government. Any such proposed expenditure would be subject to Grant Officer approval post-award.

6) Contractual
Enter funds required for contractual costs for the proposed project. Under the Contractual line item, delineate contracts and subawards separately. For each proposed contract and subaward, specify the purpose and activities to be provided, and the estimated cost. Include the cost of all contracts except those that should be placed under other categories such as equipment, supplies, or construction.

Contracts are defined according to 2 CFR 200.1 as a legal instrument by which a recipient or subrecipient conducts procurement transactions under a Federal award. A subaward, defined by 2 CFR 200.1, means an award provided by a pass-through entity to a subrecipient for the subrecipient to contribute to the goals and objectives of the project by carrying out part of a federal award received by the pass-through entity. It does not include payments to a contractor, beneficiary, or participant. A subaward may be provided through any form of legal agreement consistent with criteria within §200.331, including an agreement the pass-through entity considers a contract.

The applicant must adhere to procurement standards outlined at 2 CFR §200.317 - 200.327 and the subaward requirements at 2 CFR §200.331 - 200.333. Include third-party evaluation contracts, procurement contracts, and subawards. Costs related to individual consultants should be listed in the "Other" category.

If applicable and charged as a direct cost, include third-party renting or leasing agreements for equipment; and, third-party renting or leasing agreements for real property (building, facility, administrative office, space, structure, land, and other real property) used specifically for the program.

7) Construction Costs
ILAB awards are non-construction awards. If construction activities are necessary

under an ILAB award, they would be rare and minor. Construction with funds under the cooperative agreement requires USDOL prior approval and ordinarily should not exceed 10 percent of the project budget's direct costs. Funds for construction must be clearly specified in the budget. Any activities that lead to the creation of real property that is of a permanent nature must be classified under construction expenses. In addition, expenses in support of construction cannot be classified as supplies, and should be regarded as construction activities.

In general, USDOL expects construction to be limited to improving existing infrastructure and facilities utilized by direct recipients. In order to promote sustainability, USDOL encourages recipients to secure matching funds, in-kind contributions, or other forms of cost sharing from the government, communities and local organizations when proposing construction activities.

All modifications to the project's budget to address construction related changes require a formal project revision request to be approved by the Grant Officer. See also 2 CFR 200.439 Equipment and other capital expenditures for guidance on allowable costs.

8) Other Direct Costs
Enter all other costs for the applicant's project that are not listed elsewhere in the budget. Such costs, where applicable and allowed under the program, may include: individual consultant costs; local travel; insurance; medical and dental costs (non-personnel); professional service costs; depreciation of equipment and real property (when treated as a direct cost), printing and publications, training costs (tuition and stipends), staff development costs, monitoring and evaluation costs, and administrative costs (when treated as a direct cost). Applicants must allocate funds for costs related to 508 compliance for relevant documents produced under the grant that will be made available to the public by the awardee or USDOL. Provide clear and specific detail, including costs, for each item so that it can be determined whether the costs are necessary, reasonable, and allocable. If not applicable, leave blank.

Purchase costs, including principal and interest, for real property are unallowable under this solicitation. Please note that DOL may require additional information be provided before proceeding and/or incurring costs and may be subject to additional requirements and reviews.

Any real property owned by the recipient or arrangements considered "less-than-arms-length", "sale and lease back", "finance lease" per the FASB, "financed purchase" per GASB standards intended to be proposed or claimed for use, if applicable and allowed under the program, and in accordance with grantor agency regulations may be included in this category. However, the justification for these costs must include: the allocable percentage and total dollar amount; the depreciation amount with type of method and calculation used; tax amount (if applicable); insurance amount and what it covers; maintenance and repair with details on each type of expense proposed and its associated cost; minor A&R (if any) with specifics for each type of proposed expense and its associated cost; the ownership type (own, lease); clearly show the computation, and provide any info to support the amount requested. Any cost above the allowed amount, per regulations, is the responsibility of the Non-Federal Entity (NFE). Do not include costs of third-party renting or leasing real property and equipment since they should be under the "Contractual" category. If not applicable, leave blank.

Applicants should include participant support-related costs under Other 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 activities based on proposed project activities (2 CFR 200.1).

9) Total Direct Costs
Enter the sum of 1) Personnel through 8) Other Direct Costs.

10) Indirect Costs
Applicants, along with proposed subrecipients, may request indirect costs according to federal regulations. Indirect costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective. Indirect cost charges must be based on allowable (i.e., necessary, reasonable, conforming, consistent and documented) costs based on the applicable cost principles. Applicants, including subrecipients, may request indirect costs based on a negotiated indirect cost rate (NICRA). Recipients and subrecipients that do not have a current Federal negotiated indirect cost rate (including provisional) rate, may elect to charge a de minimis rate of up to 15 percent of modified total direct costs (MTDC). The recipient or subrecipient is authorized to determine the appropriate rate up to this limit. See 2 CFR 200.414(f) for full requirements.

The following supporting documentation is required:

- For organizations, including subrecipients, with a NICRA approved by the Federally Cognizant Agency (FCA): Please 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 the cost allocation base. Also, provide a current version of the NICRA.
- For organizations, including subrecipients, that do not have a current negotiated (including provisional) rate, with exceptions noted in 2 CFR 200.414(f), and wish to request a de minimis indirect cost rate of up to 15 percent of MTDC (defined in 2 CFR 200.1): Please confirm that the organization meets the requirements as described in 2 CFR 200.414(f). Clearly state that the organization does not have a current negotiated (including provisional) rate. Provide an explanation of which portion of each line item, along with the associated costs, are included in your cost allocation base. If approved, the de minimis rate must be used consistently for all federal

awards and may be used indefinitely or until the organization negotiates a rate.

- 2 CFR 200.1 / Modified Total Direct Cost (MTDC) means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and subawards and subcontracts up to the first $50,000 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 $50,000. 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.
- For organizations, including subrecipients, with no budgeted/claimed indirect costs: Please certify that all requested costs are directly allocable to the proposed project and not supported from any other source.
- For organizations with an expired indirect cost rate or a rate not previously approved by the FCA (except those recipients approved for the de minimis rate), please certify that an indirect cost proposal will be submitted to the FCA within 90 days of award to establish a provisional NICRA. This provisional rate may be effective for a period up to two years until a final NICRA is established. Applicants may choose to include estimated indirect costs in the proposed budget. If the application is selected for award, the Grant Officer will release funds in the amount of 10 percent of salaries and wages to support indirect costs until a provisional rate is available.

11) Total Costs

Enter the sum of 9) Total Direct Costs and 10) Indirect Costs.

f. Project Monitoring & Evaluation (M&E) Activities

Applicants must budget funds to cover the costs associated with project M&E activities. Projects must set aside at least 5 percent of the project budget's total direct costs to cover the costs associated with project M&E activities. The costs for M&E activities must be included in two of the required application components: 1.) In the Budget Narrative, applicants must identify each planned M&E activity and its associated cost, organized by budget category (i.e., the SF-424A budget categories); and 2.) in the Work Plan applicants must provide a description of the project M&E activities, as well as list the associated costs. The sum of the M&E activity costs listed in the Budget Narrative must match the sum of the M&E activity costs cited in the Work Plan.

In developing their proposals, it is important that applicants carefully consider and budget adequately for a full range of M&E-related costs throughout the life cycle of the project, including not only implementation monitoring, but also ongoing knowledge management and learning activities that explicitly support adaptive management of the project. In general, the applicant should consider the USD exchange rate (and potential fluctuations) for the local currency and the scope, size, geography and complexity of the project in conjunction with monitoring, evaluation, learning and adaption needs. The M&E budget should take into account monitoring for emergent results and collaborative processes to share and make sense of data with project partners and key stakeholders to inform project management, adaptation, and accountability.

The M&E budget must cover all the required M&E deliverables outlined in the Management Procedures and Guidelines and OTLA's Monitoring, Evaluation and Learning Guide.

When budgeting for M&E costs, applicants should consider and budget for:

- The development, implementation and adaption of required M&E deliverables over the life of the project. This includes co-creation workshop(s) to (a) develop project outcomes, targets, and workplan; (b) pause and reflect; and (c) sustainability plannings and close out;
- Routine collection, reporting and analysis of quantitative and qualitative data and emergent outcomes. This includes establishing baseline values, establishing targets, collecting, analyzing, and validating data, and any travel needed to support these efforts;
- Communicating results in an accessible manner, including facilitating pause and reflect sessions, hosting learning/adaptation/validation workshops, and sharing project performance data with partners;
- Activities to produce and disseminate knowledge management products;
- Costs associated with applying "do no harm" principles to protect project staff and participants and their data;
- Training and capacity building for project M&E staff, partners, and consultants;
- Costs allocated for any external evaluation(s) or assessment activities commissioned by USDOL or project, including associated travel, interpretation and/or translation costs, ground transportation for the external evaluator, hosting an evaluation stakeholders meeting, in-country transportation and accommodation costs for staff and other stakeholders' participation in the meeting, and other activities as agreed upon with ILAB
- In the event that USDOL is not able to fund an external performance evaluation, USDOL will work with the recipients to determine the most appropriate and effective way to make use of existing project M&E funds to contract an evaluation and/or an alternative learning;
- Any additional data, monitoring and evaluation needs, beyond what is required by ILAB, including translation into local languages.
- In addition, applicants are encouraged to allocate up to $150,000 of the total budget for innovation. This could include testing new tools or models for capacity-building or South-South activities or incorporating design thinking and the collective impact model into project activities.

Note:
This budget guidance establishes a minimum amount of funds that must be set aside for M&E activities; the applicant may propose additional funds as needed, based on cost estimates for required activities.

g. Audits and Attestation Engagements (See Section VI. B. 2.)

(1) Single Audits include costs for meeting the single audit requirements (as described in 2 CFR 200 Subpart F Audit Requirements) as direct or indirect costs, whichever is appropriate, in accordance with allowable cost allocation procedures.

(2) Project-specific audits may be required by USDOL to provide additional project oversight of the recipients' validation and monitoring processes, including internal and financial controls and reporting processes. If a PIO has existing internal requirements or prohibitions that would not allow USDOL's external attestation engagements, the PIO may request an exception to the normal attestation engagement process. If an exception will be requested, applicants must include sufficient direct costs in their budget for a project-specific audit to be conducted by their organization's designated external auditor. In this case, the applicant PIO must also include a copy of the internal requirement or regulation prohibiting an attestation engagement as part of its application package. If an exception with supporting documentation is not requested, then the attestation engagement requirements outlined above will apply.

h. Communications

In addition to funding set aside for project communication related activities, projects must budget for the creation of visual assets (professional photography and videography) or other type of assets that will help communicate the purpose and impact of the project. These assets are a critical medium to increase awareness and understanding about global labor standards, including child labor, forced labor, occupational safety and health, employment discrimination, collective bargaining, and freedom of association, and illustrate that work to address the issues in the context of this project. For projects operating in one country, at least $50,000 of direct costs should be committed to support the production of communications assets. For projects operating in multiple countries, projects should set aside a total of $75,000 to support communications assets related costs. The successful applicant is required to get approval from ILAB for how to budget and re-budget these funds throughout the life of the projects. A communications plan will be developed by the recipient post-award.

i. Value Added Tax (VAT)

Foreign VAT taxes charged for the purchase of goods or services that a non-federal entity is legally required to pay in country are an allowable expense under federal awards. After notifying USDOL, the recipients and subrecipients shall make every effort to apply for and receive VAT exemption in the country or countries in which the project operates [2 CFR 200.470(c)].

The recipient will report on the progress of its application for VAT exemption in its Technical Progress Reports. See the MPG for further guidance on VAT exemptions.

j. Housing

If included in the budget, provide in the budget narrative a justification for any proposed housing costs, housing allowances, and/or personal living expenses. In accordance with federal cost principles, personnel housing and personal living expenses are only allowable as direct costs in the project budget. USDOL funds may only be used to pay for the housing costs, housing allowances, and personal living expenses (e.g., dependents' allowance) of project staff if they (1) are separately accounted for as direct costs of the project necessary for the performance of the project and (2) receive prior approval from USDOL. Applicants must provide a brief explanation as to why such costs are considered necessary for the performance of the project, consistent with the organization's established policies, and reasonable for the country where the staff person will reside.

k. Funds to Host Country Governments
Generally, recipients may not provide any funds from a USDOL award to a foreign government or entities that are agencies of, or operated by or for, a foreign state or government, ministries, officials, or political parties, except in cases consistent with the guidance in the MPG. If, in rare cases, funds are proposed to support a host country government, they must be included in Other Costs, itemized, and described in detail in the budget narrative. Such funds must not duplicate existing foreign government activities, substitute for such activities, or be used for the foreign government's purchase of equipment or supplies to support those activities for which the foreign government (whether at the national, local, district, provincial or other level of government) has already assumed responsibility. Prior approval from USDOL is required for any costs budgeted in this category **for activities for which such governments have already assumed responsibility.**

3. Submission Date, Times, and Process

Due Date for Applications:
October 16, 2024
You must submit your application electronically on https://www.grants.gov **no later than 11:59 p.m. Eastern Time on the closing date.**

Applicants are encouraged to submit their application before the closing date to minimize the risk of late receipt. We will not review applications received after 11:59 p.m. Eastern Time on the closing date.

a. Hardcopy Submission
No applications submitted in hardcopy by mail or hand delivery (including overnight delivery) will be accepted for this funding opportunity. We will not accept applications sent by e-mail, telegram, or facsimile (FAX).

b. Electronic Submission through Grants.gov
Applicants submitting applications must ensure successful submission **no later than 11:59 p.m. Eastern Time on the closing date.** Grants.gov will subsequently validate the application.

The process can be complicated and time-consuming. 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 by the agency. Rather, Grants.gov verifies only the submission of certain parts of an application.

1) How to Register to Apply through Grants.gov
Read through the registration process carefully before registering. These steps may take

as long 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/register.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 Point of Contact (POC) approval, establishes an Agency Organizational Representative (AOR). When an application is submitted through Grants.gov, the name of the AOR who submitted the application is inserted into the signature line of the application, serving as the electronic signature. The E-Biz 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.

2) 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://grants.gov/applicants/workspace-overview/. For access to complete instructions on how to apply for opportunities, refer to https://www.youtube.com/watch?v=fIZZH74021I.

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 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 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/applicants/applicant-faqs.

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://d2leuf3vilid4d.cloudfront.net/-/media/Communities/grantsapplicationandmanagement/Files/Script---Grant-Applications-101-A-Plain-English-Guide-to-Competitive-Grants.ashx?rev=de76f7ac62dd45c0a31a8c1161aab0ae&hash=12C32CF22D539B6CF3C71A819C004EE2.

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/connect/manage-subscriptions/.

If you encounter a problem with Grants.gov and do not find an answer in any of the other resources, contact one of the following:

- 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, 7 days a week but 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
We will consider only applications successfully submitted through Grants.gov no later than 11:59 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.**

C. INTERGOVERNMENTAL REVIEW

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

D. 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. Disallowed costs are those charges to an award that the grantor agency or its representative determines not to be allowed in accordance with the Cost Principles or other conditions contained in the award. Applicants, whether successful or not, will not be entitled to reimbursement of pre-award costs.

E. 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 recipient will be required to license to the public all work created with the support of the grant under open licensing. Work that must be licensed under open licensing includes both new content created with the grant funds and modifications made to pre-existing, recipient-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 recipient. Notice of the license shall be affixed to the work.

Questions about open licensing 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 open licensing. Pre-existing copyrighted materials licensed to or purchased by the recipient from third parties, including modifications of such materials, remain subject to the intellectual property rights the recipient receives under the terms of the particular license or purchase. In addition, works created by the recipient without grant funds do not fall under the open licensing requirement.

The purpose of the open 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 recipient 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 open licensing 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 recipient 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.

F. OTHER SUBMISSION REQUIREMENTS

Withdrawal of applications: Applications may be withdrawn by written notice to the Grant Officer at any time before an award is made.

V. APPLICATION REVIEW INFORMATION

A. CRITERIA

USDOL has instituted procedures for assessing the technical merit of applications to provide for an objective review of applications and to assist applicants in understanding the standards against which an application will be judged. The evaluation criteria are based on the information required in the application as described in Section IV.B.1. (Technical Proposal including Attachments) and Section IV.B.2. (Cost Proposal). Reviewers will award points based on the evaluation criteria described here:

CRITERION	**REFERENCE**	**POINTS**
Problem Analysis	IV.B.1.c.(1).	5
Project Design		
Project Strategy (Theory of Change) Sustainability Strategy	IV.B.1.c.(2).(a).	30
Project Targets	IV.B.1.c.(2).(b).	3
M&E Agreement and Capacity Statement	IV.B.1.c.(3).	5
Work Plan	IV.B.1.d.(5).	8
Organizational Capacity		
Relevant Grant and/or Contract Experience	IV.B.1.d.(1).	8
Partners	IV.B.1.d.(3).	12
Personnel	IV.B.1.d.(4).	0
Management Plan	IV.B.1.d.(5).	6
Strategy Cohesiveness (how the components of the application (project narrative and budget) fit together to support the overall Theory of Change)	IV.B.1.e.	5

Budget Summary, Line-Item Budget, and Accompanying Budget Narrative	IV.B.2.e.	8
Phase II Documentation:		
Phase II Problem Analysis	IV.B.1.c.(1).	3
Phase II Project Strategy	IV.B.1.c.(2).(a).	4
Phase II Budget and Accompanying Budget Narrative	IV.B.2.e.	3
Total =		100

Standards for Evaluating the Applicant's Response to each Requirement
Section IV.B, Project Narrative, provides a detailed explanation of the information an application must include (e.g., a comprehensive work plan for the whole period of performance with feasible and realistic dates). Reviewers will rate each "rating factor" based on how fully and convincingly the applicant responds. For each "rating factor" under each "criterion," panelists will determine whether the applicant thoroughly meets, partially meets, or fails to meet the "rating factor," unless otherwise noted in Section IV.B, based on the definitions below:

Standard Rating	**Definition**	**Standard for Calculating Points**
Thoroughly Meets	The application thoroughly responds to the rating factor and fully and convincingly satisfies all of the stated specifications.	Full Points
Partially Meets	The application responds incompletely to the rating factor or the application convincingly satisfies some, but not all, of the stated specifications.	Partial Points
Fails to Meet	The application does not respond to the rating factor or the application does respond to the rating factor but does not convincingly satisfy any of the stated specifications.	Zero Points

In order to receive the maximum points for each rating factor, applicants must provide a response to the requirement that fully describes the proposed program design and demonstrates the quality of approach, rather than simply re-stating a commitment to perform prescribed activities. In other words, applicants must describe why their proposal is the best strategy and how they will implement it, rather than that the strategy contains elements that conform to the requirements of this FOA.

B. REVIEW AND SELECTION PROCESS

1. Merit Review and Selection Process

A technical merit review panel will carefully assess applications against the FOA evaluation criteria to determine the merit of applications. Using the point distribution specified above, applications will be evaluated based on how well their technical and cost proposals demonstrate a clear understanding of the needs, gaps, and overall scope of problems, as well as how the application proposes activities that are appropriate, achievable, and where applicable, innovative, in supporting the objective and intended outcomes in this FOA. As indicated in the scoring criterion table above, applicants' proposals will also be assessed on how well the panel believes the components of the proposal fit together to support an overall Theory of Change. 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 where more than one review panel is used) 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 awards, the results of a risk review process (see Section V.B.2), past performance information, the status of open audit findings, and other relevant factors. The Grant Officer may consider any information that comes to their attention.

The applicant's signature on the SF-424, including electronic signature via E-Authentication on https://www.grants.gov/, constitutes a binding offer by the applicant and constitutes agreement to the terms and conditions. The government may elect to award funds with or without discussions with the applicant.

2. Risk Review Process

Every proposal will be evaluated to determine the risks of non-performance posed by the applicant. Prior to making an award, USDOL 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) and "Do Not Pay." Additionally, USDOL will comply with the requirements of 2 CFR Part 180 and 2 CFR Part 2998 (Non-procurement Debarment and Suspension). 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 USDOL 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:

- Financial stability;
- Quality of management systems and ability to meet the management standards prescribed in the Uniform Guidance;
- 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;

- Reports and findings from audits performed under Subpart F – Audit Requirements of the Uniform Guidance or the reports and findings of any other available audits and monitoring reports containing findings, issues of non-compliance or questioned costs;
- The applicant's ability to effectively implement statutory, regulatory, and other requirements imposed on recipients.

VI. AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

Both applicants selected for award and those not selected will be contacted by USDOL. Selection of an organization as a recipient does not constitute approval of the application as submitted. Before an award is made, USDOL may enter into negotiations about such items as program components, staffing and funding levels, and administrative systems in place to support award 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. USDOL reserves the right not to fund any application related to this FOA. USDOL also reserves the right to withdraw the award if activity does not begin upon award and/or as a remedy for non-compliance as described in 2 CFR 200.339-340.

This project is intended to address worker voice in climate policies and plans in Brazil and Chile as pilot countries. The FOA states that this work is to be performed in Brazil, Chile, and South-South activities; however, if ILAB and the recipient(s) determine that performance in Brazil and/or Chile has become impossible as a result of withdrawal of host country government or other required stakeholder support for the project, or for other reasons outside of the project's control, ILAB and the recipient(s) may confer to determine whether it is desirable and feasible to implement the project in a different country and/or sector in Latin America, Asia, or Africa and/or any sector related to transition to the clean energy economy. This determination will necessitate findings that: 1) based upon available research, the project, as it is described in this document, is warranted to address worker voice in the formulation, implementation, and monitoring of climate policies and plans in the newly identified country(ies) and/or sector(s); 2) ILAB and the recipient(s) can obtain support from the new proposed host country government or required stakeholder to implement the proposed project; and 3) the recipient has the capacity to implement the project in the proposed country and/or sector within the legally permissible timeframe for implementation of the project. If ILAB and the recipient are unable to make these findings and mutually agree on a modification to the award(s) to implement performance in another country and/or sector in Latin America, Asia, or Africa, either ILAB or the recipient may seek to have the award suspended or terminated pursuant to the applicable termination clauses.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. General Requirements

Recipients and subrecipients under this FOA shall be subject to the terms outlined in this announcement, the award agreement, the MPG, and any other referenced materials. The MPG provides general management procedures and guidance for recipients of ILAB awards in areas that may not be explicitly detailed in the announcement. See https://www.dol.gov/agencies/ilab/resources/grants.

Recipients are also subject to applicable U.S. federal laws (including appropriations laws) and regulations, Executive Orders, applicable OMB Circulars, and USDOL policies. If, during project implementation, a recipient is found in violation of any of the foregoing, remedies may include modification of the terms of the award; disallowance and recovery of costs; termination of the award; and any other action permitted by law.

For the purposes of this announcement and awards, recipients will be the sole entity with the authority to fulfill the following responsibilities:

- Act as the primary point of contact with USDOL to receive and respond to all inquiries, communications and orders under the project;
- Access funds through the Department of Health and Human Services-Payment Management System;
- Submit to USDOL all deliverables, including all technical and financial reports related to the project;
- Request a revision or amendment of the terms and conditions of award or the Project Document (see MPG for description of Project Document); and
- Work with USDOL to close out the project. Each recipient must comply with all applicable Federal regulations and is individually subject to audit.

Nondiscrimination Policy

a. The recipient is prohibited from discriminating on the basis of race, color, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or veteran's status in any program or activity funded under this award. The recipient must not discriminate on these bases against any participants receiving services in implementation of this award, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through this award on the basis of any factor not expressly stated in the award. Nothing in this provision is intended to limit the ability of the recipient to target activities toward the assistance needs of certain populations as defined in the award. The recipient must ensure that the evaluation and treatment of its employees and applicants for employment are free of discrimination on these bases. Staff and implementing partners working with USDOL are expected to uphold principles of inclusion and equitable access to USDOL-funded programming.

b. The recipient must insert this provision, including this clause, in all subawards under this award.

2. Audits and Attestation Engagements

Recipients must comply with the single audit requirements set forth in Subpart F – Audit Requirements of the Uniform Guidance (2 CFR Part 200) and must comply with the timeframes established in those regulations for the submission of their single audits to the Federal Audit Clearinghouse. Recipients must notify their assigned Grant Officer's Representative of each single audit conducted within the timeframe of the USDOL-funded project at the time it is submitted to the Federal Audit Clearinghouse.

All recipients are subject to project-specific attestation engagements or project-specific audits of the recipients' validation and monitoring processes during the life of the award. Attestation engagements will be conducted in accordance with U.S. Government Auditing Standards and project-specific audits will be conducted in accordance with the International Standards on Auditing, and will include auditors' opinions on (1) compliance with USDOL regulations and the requirements of the award and (2) the accuracy and reliability of the recipient's financial and performance reports.

3. Administrative Standards

The award(s) and subaward(s) made under this FOA will be subject to the following administrative standards:

- Non-Profit Organizations, Educational Institutions, and State, Local and Indian Tribal Governments
- 2 CFR Part 200 (Administrative Requirements, Cost Principles, and Audit Requirements)
- For-profit organizations
    - 2 CFR Part 200 (Administrative Requirements and Cost Principles)
    - 48 CFR Part 31 (Cost Principles)
    - 29 CFR 96.32 The Secretary of Labor is responsible for those not covered by 2 CFR 200 Subpart F (Audit Requirements) as discussed in the MPG
- Non-U.S. organizations, including foreign organizations and public international organizations
    - 2 CFR Part 200 (Administrative Requirements and Cost Principles)
    - 29 CFR 96.32 The Secretary of Labor is responsible for those not covered by 2 CFR 200 Subpart F (Audit Requirements) as discussed in the MPG
- 29 CFR Part 93 Restrictions on Lobbying
- 29 CFR Part 94 Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)
- 2 CFR Part 180 and 2 CFR Part 2998 Governmentwide Debarment and Suspension
- 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
- 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
- 29 CFR Part 32 Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance
- 29 CFR Part 35 Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance from the Department of Labor
- 29 CFR Part 36 Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance
- 49 U.S.C. 40118 Fly America Act
- The 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 an 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.

- Standard Terms and Conditions of Award

4. Other Legal Requirements

a. Religious Activities

The Department notes that the Religious Freedom Restoration Act (RFRA), 42 U.S.C. § 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. As stated in 2 CFR 2.32(a), religious organizations are eligible on the same basis as any other organization, to seek DOL support or participate in DOL programs for which they are otherwise eligible. Guidance from DOL is found at: https://www.dol.gov/agencies/oasam/grants/religious-freedom-restoration-act/guidance. 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

Recipients must ensure that they 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.

1) Except for those excepted from the Transparency Act under the following sub-paragraphs 1, 2, and 3, recipients must ensure that they 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.
2) Upon award, recipients 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 http://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 (i.e., 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 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, applicants are assuring that all data exchanges conducted through or during the course of performance of this award will be conducted in a manner consistent with applicable federal law.

e. Record Retention
Recipients must be prepared to follow federal guidelines on record retention, which require they maintain all records pertaining to award activities for a period of at least three years from the date of submission of the final expenditure report. See 2 CFR 200.334-.338 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
Recipients must abide by the following definitions of contract, contractor, subaward, and subrecipient:

- **Contract:** *Contract* means, for the purpose of Federal financial assistance, a legal instrument by which a recipient or subrecipient conducts procurement transactions under a Federal award.
- **Contractor**: Contractor means an entity that receives a contract.
- **Subaward:** *Subaward* means an award provided by a pass-through entity to a subrecipient for the subrecipient to contribute to the goals and objectives of the project by carrying out part of a Federal award received by the pass-through entity. It does not include payments to a contractor, beneficiary, or participant. A subaward may be provided through any form of legal agreement consistent with criteria within 2 CFR 200.331, including an agreement the pass-through entity considers a contract.
- **Subrecipient:** Subrecipient means an entity that receives a subaward from a pass-through entity to carry out part of a federal award. The term subrecipient does not include a beneficiary or participant. A subrecipient may also be a recipient of other Federal awards directly from a Federal agency.

For additional information on subrecipient and contractor determinations, see 2 CFR 200.331. Recipients must follow the requirements of 2 CFR 200.331-.333 regarding subrecipient monitoring and management. Also see 2 CFR 200.308(c)(6) regarding prior approval requirements for subawards. When awarding subawards, recipients are required to comply with the governmentwide suspension and debarment requirements found in 2 CFR Part 180 and codified by USDOL at 2 CFR Part 2998, including the exceptions described in 2 CFR 180.215 such as exceptions for direct awards to PIOs.

g. Closeout of Award

Any entity that receives an award under this announcement must close its award with USDOL at the end of the period of performance. Indirect costs for allocated charges to the award are validated at time of closeout using a federally approved NICRA or other applicable rate agreement.

h. Guidance for Grants and Agreements
In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Federal awarding agency will review and consider applications for funding pursuant to this notice of funding opportunity in accordance with the:

- Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:
    - Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205);
    - Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216);
    - Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322); and
    - Terminating agreements in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

5. Other Administrative Standards

Except as specifically provided in this FOA, USDOL acceptance of an application and an award of federal funds to sponsor any programs(s) does not provide a waiver of any award 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, i.e., avoid competition.

6. Special Program Requirements

a. Evaluation
ILAB may require that the program or project participate in an evaluation of overall performance of ILAB awards and requires the cooperation of the recipient as a condition of award.

b. Performance Goals
Please note that recipients will be held to agreed-upon outcomes and failure to meet those

outcomes may result in technical assistance or other intervention by ILAB, and may also have a significant impact on decisions about future awards with ILAB.

C. REPORTING

Recipients must agree to meet USDOL reporting requirements. Recipients must provide the following reports and documents:

1. Quarterly Federal Financial Report (SF 425, FFR)

Award recipients are required to report quarterly financial data on the SF-425 Federal Financial Report (FFR) using the Payment Management System administered by the U.S. Department of Health and Human Services. The reports are due no later than 30 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are March 31, June 30, September 30, and December 31. A final FFR for the last quarter of the period of performance must be submitted no later than 120 calendar days after the quarter ends, or 120 calendar days after the completion of the quarter in which all funds have been expended, whichever comes first. See 2 CFR 200.344. Selected awardees will receive additional reporting instructions within the agreement accompanying their award.

2. Semi-Annual Technical Progress Reports

Recipients must submit a semi-annual technical progress report within 30 days after the end of the months of March and September each calendar year. The report must include information on award activities, performance goals, and milestones. ILAB will provide formal guidance about the data and other information that is required to be collected and reported on either a regular basis or special request basis. ILAB retains the right to require technical progress reports at quarterly intervals. More information on the reports and timeframes for their completion will be included in the cooperative agreement and in the MPG.

3. Final Technical Report

Recipients must submit a final technical report within 120 days of the period of performance end date. The final technical report is a stand-alone report that provides a complete and comprehensive summary of the achievements during the life of the project.

4. Indirect Cost Rates

For organizations with an expired indirect cost rate or a rate not previously approved by the FCA (except those recipients approved for the de minimis rate): An indirect cost proposal must be submitted to the FCA within 90 days of award to establish a provisional NICRA. This provisional rate may be effective for a period up to two years until a final NICRA is established.

For all organizations with NICRAs: Indirect cost proposals must be submitted on an annual basis to the FCA to obtain federally approved NICRAs for the life of the award, unless the FCA instructs otherwise. These proposals are based on incurred costs and are due six months after the end of each fiscal year.

5. Closeout Reports

Within 120 days of completion of the project the recipient must provide the following project closeout reports:

- Final Technical Progress Report;
- Final Evaluation Report;
- Government Property Closeout Inventory Certification;
- Government Property Inventory List (due 90 days before end of project)
- Final Quarterly Financial Status report (SF-425);
- Final Closeout Financial Status Report;
- Recipient's Release Form; and
- Recipient's Assignment of Refunds, Rebates and Credits

Additional information may be required for some closeout procedures. More information is available after award.

VII. AGENCY CONTACTS

Applicants who have a specific question about this FOA may contact Carlie Ortiz, Office of Grants Management, at ortiz.carlie@dol.gov. Applicants must specifically reference FOA-ILAB-24-41, and include a contact name, email address and phone number. This announcement is being made available at https://www.grants.gov/.

VIII. OTHER INFORMATION

A. OMB INFORMATION COLLECTION

The agency has determined this FOA is not subject to Office of Management and Budget approval under the Paperwork Reduction Act, as fewer than ten (10) responses are anticipated.

Send comments regarding this determination to the U.S. Department of Labor, Office of the Chief Information Officer, Attention: Departmental Clearance Officer, 200 Constitution Avenue, N.W., Room N-1301, Washington, DC 20210 or email DOL_PRA_PUBLIC@dol.gov. Note:

PLEASE DO NOT RETURN THE COMPLETED APPLICATION TO THIS ADDRESS. SEND ONLY 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.

IX. APPENDICES

APPENDIX A: Acronyms

AOR	Authorized Organizational Representative

CFR	Code of Federal Regulations
DPMS	Direct Participant Monitoring System
ETA	Employment and Training Administration
FCA	U.S. Federal Cognizant Agency
FFR	Federal Financial Report
FOA	Funding Opportunity Announcement
FOIA	Freedom of Information Act
JT	Just Transition
GO	Grant Officer
GOR	Grant Officer's Representative
ILAB	Bureau of International Labor Affairs
ILO	International Labor Organization
INERA	International Renewable Energy Agency
M&E	Monitoring and Evaluation
MPG	Management Procedures and Guidelines
NDC	Nationally Determined Contributions
NGOs	Non-governmental Organizations
NICRA	Negotiated Indirect Cost Rate Agreement
OCFT	Office of Child Labor, Forced Labor, and Human Trafficking
OMB	Office of Management and Budget
OTLA	Office of Trade and Labor Affairs
PII	Personally Identifiable Information
PIO	Public International Organization
SAM	System for Award Management
SF	Standard Form
TDA	Trade and Development Act
TPR	Technical Progress Report
TVPRA	Trafficking Victims Protection and Reauthorization Act
UEI	Unique Entity Identifier
UNFCCC	United Nations Framework Convention on Climate Change
USAID	U.S. Agency for International Development
USDOL	U.S. Department of Labor
VAT	Value Added Tax

APPENDIX B: Definitions

"**Activities**" are defined as the building blocks that lead to the achievement of outputs, outcomes, and project-level objective.

1. "**Adaptation**" includes preparedness and resilience to confront the social, economic, and ecological changes derived from the transition to the clean energy economy. UN Climate Change. https://unfccc.int/ and International Labor Organization (2016). Guidelines for a Just Transition Towards Environmentally Sustainable Economies and Societies for all. https://www.ilo.org/publications/guidelines-just-transition-towards-environmentally-sustainable-economies
2. "**Adaptive Management**" refers to "an intentional approach to making decisions and adjustments in response to new information and changes in context. Adaptive management is not about changing goals during implementation, it is about changing the path being used to achieve the goals in response to changes." USAID (2018) What is Adaptive Management? https://usaidlearninglab.org/community/blog/what-adaptive-management. Also see, Byom, K., Ingram, M., Oakley, A., and Serpe, L. (2020). Adaptive Management: A Practical Guide to Mitigating Uncertainty and Advancing Evidence-Based Programming. https://www.pactworld.org/library/adaptive-management-practical-guide-mitigating-uncertainty-and-advancing-evidence-based.
3. A "**child**" or "**children**" are individuals under the age of 18 years.
4. **Working Children**" are those engaged in any activity to produce goods or to provide services for use by others or for their own use, regardless of whether they are paid or not and whether they work in a formal or informal setting.
5. Children in "**Child Labor**" are a subset of working children. Child labor includes employment below the minimum age as established in national legislation in countries where the project is being implemented (excluding permissible light work) and the worst forms of child labor, including hazardous unpaid household services.
6. Children in the "**Worst Forms of Child Labor**" refers to those activities described and as understood in ILO Convention 182: Worst Forms of Child Labor, 1999.
7. "**Clean Economy**" refers to products, processes, and services that produce low carbon emissions in their operations. It comprises four main sectors: renewable energy (e.g. solar and wind); green building and energy efficiency technology; energy-efficient infrastructure and transportation; and recycling and waste-to-energy. See Chapple, K. (2008). Defining the Green Economy: A Primer on Green Economic Development. defining_the_green_economy_a_primer_on_green_economic_development.pdf (berkeley.edu)
8. "**Co-creation**" "brings people together to collectively design solutions to specific development challenges. Time-limited and participatory, partners, potential implementers, and end-users define a problem collaboratively, identify new and existing solutions, build consensus around action, and refine plans to move forward." Co-creation is a tool that can be used throughout project design, planning, implementation, and closeout. USAID (2022). Co-creation an Interactive Guide, https://usaidlearninglab.org/system/files/resource/files/co-creation_toolkit_interactive_guide_-_march_2022.pdf
9. "**Collective Action**" is a strategic collaboration that takes an intentional and agreed-upon process that engages interested parties to take joint actions in support of shared objectives

or a shared issue. See USAID, Collective Action in USAID Programming. [Collective Action in USAID Programming | USAID Learning Lab]. Collective action includes freedom of association and collective bargaining.

10. "**Collective Impact**" promotes collaboration in a structured and systemic way and is based on a common agenda, shared measurement systems, mutually reinforcing activities, continuous communication, and coordination. It is an outcome of collective action efforts. See Collective Impact Forum. https://www.collectiveimpactforum.org/getting-started.
11. "**Cooperative Agreement**" refers to an award instrument the principal purpose of which is not the acquisition of property or services for the direct benefit or use of the United States Government and where substantial involvement is anticipated between a federal awarding agency and a non-federal recipient entity during the performance of project activities.
12. **"Direct costs"** are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Costs incurred for the same purpose in like circumstances must be treated consistently as direct or indirect. See 2 CFR 200.405.
13. "**Indirect costs**" mean those costs incurred for a common or joint purpose benefiting more than one cost objective, and not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved.
14. There is no universal rule for classifying certain costs as either direct or indirect under every accounting system. A cost may be direct with respect to some specific service or function, but indirect with respect to the federal award or other final cost objective. Therefore, it is essential that each item of cost incurred for the same purpose be treated consistently in like circumstances either as a direct or an indirect cost in order to avoid possible double charging of federal awards. Guidelines for determining direct and indirect costs charged to federal awards are provided in 2 CFR 200 Subpart E-Cost Principles.
15. "**Climate-related hazards**" include increased ambient temperature, air pollution, ultraviolet radiation, extreme weather, biological hazards and shifting or expanded habitats, industrial transitions and emerging industries. For more information, see https://www.cdc.gov/niosh/topics/climate/default.html
16. "**Community Plans"** refers to formal agreements that provide tangible benefits for workers and local communities as energy and extractive economic activities are phasing out or new ones are deployed. See U.S. Department of Energy. [About Community Benefits Plans | Department of Energy].
17. "**Cost sharing" or "matching**" means the portion of project costs not paid by federal funds. See 2 CFR 300.306 Cost sharing or matching for more information.
18. "**Decarbonization**" refers to alternative ways to reduce emissions and capture and store carbon in the soil and
19. "**Electric Vehicle Manufacturing Sector**" includes value-chain to produce electric vehicles, from mining to manufacturing and recycling.
20. "**Energy and Extractives Sector**" encompasses mining, oil and gas, and renewable energy. Mining includes coal, copper, lithium, and any other mineral needed for the clean energy economy. Renewable energy includes solar, wind, biomass, and any other source

of energy. See World Bank, Energy and Extractive Industries https://www.worldbank.org/en/topic/energy and https://www.worldbank.org/en/topic/extractiveindustries/overview.

21. "**Evaluation**" refers to the systematic collection and analysis of information about the characteristics and outcomes of the program including project conducted under the program, as a basis for making judgements and evaluations regarding the program; improving the program effectiveness; and, informing decisions about current and future programming.
22. **"Evidence"** refers to research, evaluation findings, performance measurement, data analysis to inform project interventions.
23. **"Forced labor"** under international standards (derived from ILO Convention 29) means all work or service which is exacted from any person under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily, and includes indentured labor. According to the 20th International Conference of Labour Statisticians Guidelines, a person is classified as being in forced labor if engaged during a specified reference period in any work that is both under the threat of menace of a penalty and involuntary. Threat and menace of any penalty are the means of coercion used to impose work on a worker against a person's will. Involuntary work refers to any work taking place without the free and informed consent of the worker. Forced child labor is also a worst form of child labor under ILO Convention 182.
24. **"Good Jobs"** provides a shared vision for what job quality means, from recruitment and hiring to skills and career advancement. See U.S. Department of Labor. https://www.dol.gov/sites/dolgov/files/goodjobs/Good-Jobs-Summit-Principles-Factsheet.pdf
25. "**Innovation**" refers to a "novel solution to a social problem that is more effective, efficient, sustainable, or just than existing solutions and for which the value created accrues primarily to society as a whole rather than private individuals." Phills, Jr., Deiglmeier, K., and Miller, D. (2008). Rediscovering Social Innovation. Standford Social Innovation Review. https://ssir.org/articles/entry/rediscovering_social_innovation.
26. "**Just Transition**" promotes environmentally sustainable economies in a way that is inclusive, by creating decent work opportunities, reducing inequality and by leaving no one behind. See ILO (2023). Resolution Concerning a Just Transition Towards Environmentally Sustainable Economies and Societies for all. Resolution concerning a just transition towards environmentally sustainable economies and societies for all | International Labour Organization (ilo.org) Also see Abram, S. Abram, S., Atkins, E., Dietzel, A., Jenkins, K., Kiamba, L., Kirshner, J., Santos Ayllón, L. M. (2022). Just Transition: A whole-systems approach to decarbonisation. Climate Policy, 22(8), 1033–1049. https://www.tandfonline.com/journals/tcpo20v.
27. **"Key stakeholders"** can include, but are not limited to: workers, worker organizations, community leaders, national and local policymakers, key opinion leaders, environmental groups, private sector partners, workers and employers organizations, local civil society organizations, religious institutions, think tanks, among others.
28. "**Livelihood**" is defined as a means of living, and the capabilities, assets (including both material and social resources, such as, food, potable water, health facilities, educational opportunities, housing, and time for participation in the community), and activities required for it.

29. **“Livelihood services”** may include, but are not limited to, the provision or linkage to education and training, employment services, economic strengthening services, improved access to savings and credit, and social capital services. Definitions of livelihood services include, but are not limited to, the following categories:
30. **“Livelihood education and training services”** aim to provide adult participants with the basic skills and knowledge necessary to benefit from social services, financial services, and higher education. Education and training services may include the provision or linkage to life skills, leadership training, financial education, and literacy and numeracy programs.
31. **“Social capital services”** aim to expand a participant’s connection within and between social networks. Social capital services may include the provision or linkage to support groups and labor sharing arrangements. Adults and children may receive social capital services.
32. **“Employment services”** aim to increase employment, job retention, earnings, and occupational skills of participants. Employment services may include the provision or linkage to employment assistance programs, vocational and business training, business start-up packages, occupational safety and health training, micro-franchise programs, job placement, apprenticeships and public works programs. Adults and children of the legal working age may receive employment services.
33. “**Mitigation**” involves reducing the impact of the clean energy economy transition as workers might lose their jobs, households lose their livelihoods, and local communities can no longer rely on revenues to provide public services. See UN Climate Change. https://unfccc.int/ and International Labor Organization (2016). Guidelines for a Just Transition Towards Environmentally Sustainable Economies and Societies for all. https://www.ilo.org/publications/guidelines-just-transition-towards-environmentally-sustainable-economies
34. “**Monitoring and evaluation**” consists of two basic components —performance monitoring and evaluation— each of which serves distinct purposes. Performance monitoring is the ongoing and systematic tracking of data relating to project activities, outputs, or outcomes and is used to determine whether desired results are occurring and whether implementation is on track. Monitoring often relies on indicators, quantifiable measures of a characteristic or condition of people, institutions, systems or processes that may change over time. Evaluation is the systematic collection and analysis of information about the characteristics and outcomes of programs and projects as a basis for assessment of program effectiveness, overall performance, and/or to inform decisions about current and future programming.
35. “**Occupational safety and health**” encompasses issues related to safe and healthy working environments and efforts to prevent workers from occupational injuries, diseases, and deaths.
36. “**Organizational Performance”** refers to the ability of worker organizations to become more effective (achieving results and meeting standards); (2) efficient (strengthening delivery and reach); (3) relevant (addressing needs of members and communities and using learning); and (4) sustainable (mobilizing resources and human capital). See USAID (2021). Organizational Performance Index (OPI): Definitions and Measurements. https://pdf.usaid.gov/pdf_docs/PA00XM82.pdf

37. "**Outcome**" is defined as the higher-level results or effects achieved by project activities, typically in the medium-term or long-term timeframe of the project.
38. "**Output**" is defined as the direct result of a project activity, or the goods or services produced by the implementation of an activity.
39. "**Quality Jobs**" seeks to better measure, analyze, and report job-related data beyond wages. Hertel-Fernandez, A., Nayak, R., Acuña, T. How a New Collaboration is Helping us Improve How we Track Good Jobs. U.S. Department of Labor [How a New Collaboration is Helping us Improve How we Track Good Jobs | U.S. Department of Labor Blog (dol.gov)]
40. "**Participants**" are workers, worker organizations, and other stakeholders who participate in project activities.
41. "**Policies and plans**" refers to a variety of processes and procedures used to forge a pathway to clean economies, including through industrial decarbonization and transformation, and with consideration of the effect of mitigation and adaptation on jobs and working conditions.
42. "**Programs**" represent a group of projects managed together in order to gain efficiencies on cost, time, technology, etc. ILAB manages foreign assistance projects through two offices: (1) the Office of Child Labor, Forced Labor and Human Trafficking; and (2) the Office of Trade and Labor Affairs. Project-level evaluation results are used to inform other projects within these programs.
43. "**Project**" is defined as a set of complementary activities, over an established timeline and budget, intended to achieve a discrete result. In ILAB, foreign assistance projects are typically carried out through cooperative agreements. ILAB's MPGs state that monitoring and evaluation requirements apply at the project level.
44. "**Project objective**" is defined as the highest-level result that the project intends to achieve.
45. "**Public International Organization (PIO)**" is defined by the International Organizations Immunities Act, 22 U.S.C. § 288, et seq. PIO also is defined by 2 CFR 200.1 as an organization entitled to enjoy privileges, exemptions, and immunities as an international organization under the International Organization Immunities Act (22 U.S.C. 288-288f).
46. "**Social Dialogue**" "includes all types of negotiation, consultation or simply exchange of information between, or among, representatives of governments, employers and workers, on issues of common interest relating to economic and social policy. It can exist as a tripartite process, with the government as an official party to the dialogue or it may consist of bipartite relations only between labor and management (or trade unions and employers' organizations). Workplace cooperation, collective bargaining at company, sector or cross-industry levels, and tripartite consultation processes are common forms of social dialogue." See ILO, Social Dialogue https://www.ilo.org/resource/social-dialogue-0#:~:text=Social%20dialogue%20is%20defined%20by,to%20economic%20and%20social%20policy .
47. "**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.

48. "**Sustainability**" is achieved when outcomes and impacts (and sometimes activities) are maintained or even expanded after a project withdraws its resources through the exit process. A sustainability strategy should represent all the elements of project design that take sustainability into account and should increase the likelihood that project outcomes and impacts and (where relevant) activities continue. For the purpose of this FOA, a sustainability strategy is inclusive of an exit strategy which is an explicit plan guiding the process of withdrawing resources and support from beneficiary communities. Sustainability plans are based on assumptions (which may be implicit or explicit) about mechanisms by which project activities and benefits will be sustained; the validity of these assumptions is a determinant of the success of a sustainability plan.
49. "**Value Chains**" refers to the lifecycle of a product or process, including material sourcing, production, distribution, consumption, and residual waste/recycling. See World Business Council for Sustainable (2021). Collaboration, Innovation, Transformation https://docs.wbcsd.org/2011/12/CollaborationInnovationTransformation.pdf and Perrine, T., Martin, B., Arnold, J. (2023). Circularity in Mineral and Renewable Energy Value Chains: Overview of Technology, Policy, and Finance Aspects. https://ccsi.columbia.edu/sites/default/files/content/docs/ccsi-circular-economy-mineral-renewable-energy.pdf.
50. *Worker voic*e refers to the ability of workers to come together, collectively articulate their demands, and seek better terms and conditions of work. It is a bedrock principle of labor relations. Freedom of association and the right to collective bargaining are core enabling rights that are essential to effective worker voice. Applicants can find resources related to worker voice here https://www.dol.gov/agencies/ilab/worker-voice.

APPENDIX C
: Relevant Grant and/or Contract Experience

Name of Applicant/ Subrecipient	Agency/ Donor/ Organization	Agency/ Donor/ Contact Information (Name, telephone, fax, e-mail)	Name of the Project and Instrument Number	Funding Amount (in $)	Country of Implementation and Period of Performance	Key Accomplishments and Outcomes	Description of how this reference relates to the objective and outcomes of this FOA

APPENDIX D: Requirements for Application Submission

Only the requirements that are checked are applicable to this FOA.

Requirements	FOA Reference	Applicant	Proposed Subrecipient (providing services related to project interventions)
Technical Proposal	Section IV.B.1.	✓	_________
Cost Proposal - Budget Narrative	Section IV.B.2.	✓	✓
Cost Proposal - Budget Summary and Line-Item Budgets	Section IV.B.2.	✓	✓
Relevant Grant and/or Contract Experience	Section IV.B.1.d.(1). Appendix C	✓	✓
Documentation of Host Country Presence	Section IV.B.1.d.(2).	n/a	n/a
SAM Registration	Section IV.B.2.a.	✓	_________
SF-424	Section IV.B.2.c.	✓	_________
SF-424A	Section IV.B.2.d.	✓	_________
Indirect Cost Supporting Documentation	Section IV.B.2.f.	✓	✓

APPENDIX E: Past Performance Questionnaire

Funding Opportunity Announcement number: FOA-ILAB-24-41
Applicant organization name (and proposed sub's name if applicable):
Past performance reviewer's name, title, organization:

Past Performance Review Sheet
Please mark (X) the rating you feel is most appropriate for each factor listed below. Please provide additional explanation as appropriate on the following page. In particular, please provide a brief explanation for any ratings of Unacceptable, Poor, or Exceptional:

	Unacceptable	Poor	Acceptable	Strong	Exceptional	Not Applicable
1. The Applicant's demonstrated ability to meet its project outcomes, in particular related to to increasing worker voice in policy						

processes at all levels..						
2. The Applicant's demonstrated experience in adaptive management, use of evidence, and innovation to implement projects related to worker voice..						
3. The quality and timeliness of Applicant's submitted grant, cooperative agreement, and/or contract deliverables.						
4. The responsiveness of the Applicant and its staff to your organization/agency, including the quality and timeliness of communications about such deliverables.						
5. The performance of the Applicant's key personnel on projects, including whether the Applicant has a history of replacing key personnel with similarly qualified staff, and the timeliness of replacing key personnel.						

6. The Applicant's demonstrated ability to manage the financial aspects of the project, including budget expenditures and burn rates, as well as financial requirements and controls						

Definitions of rating levels: **Unacceptable** - Performance did not meet minimal expectations (even after repeated comments from your organization), including in terms of quality and/or timeliness. **Poor** - Performance was weak (e.g., work required significant revision or repeated comments from your organization), but in the end did meet minimal expectations, including in terms of quality and/or timeliness. **Acceptable** - Performance met but did not exceed expectations (e.g., work required a normal level of revision or comments by your organization), including in terms of quality and/or timeliness. **Strong** - Performance exceeded expectations (e.g., work required minor revision or comments from your organization), including in terms of quality and/or timeliness. **Exceptional** - Performance far exceeded expectations (e.g., work required almost no revision or comments from your organization; work products were particularly innovative; organization was among the best performers based on your experience), including in terms of quality and/or timeliness. **Not Applicable** - You have no experience with the organization on this issue and are unable to rate it.

Explanation of rating levels:

Factor 1:

Factor 2:

Factor 3:

Factor 4:

Factor 5:

Factor 6:

Would you have any reservations about soliciting this grantee in the future or having them perform a critical or demanding program?

APPENDIX F: List of Common Outcome Domains and Standard Indicators

OTLA Common Outcome Domains

OTC1	OTC2	OTC3	OTC4	OTC5	OTC6	OTC7	OTC8	OTC9
Network s Or Linkages	Capacit y	Resource s	Motivatio n	Deman d	Acces s	Supply or Delivery of Services & Program s	Utilizatio n of Services or Processes	Behavior/Practice s

OTLA Standard Outcome Indicators
1a. Number (#) of <u>individual</u> actors within a system with improved **linkages** that enable them to better address labor rights issues, claim their rights or fulfill their duties
1b. Number (#) of collective structures or <u>institutions</u> within a system with improved **linkages** that enable them to better address labor rights issues, claim their rights or fulfill their duties
2a. Number (#) of <u>individual</u> actors within a system with increased **capacity** that enables them to better address labor rights issues, claim their rights or fulfill their duties
2b. Number (#) of collective structures or <u>institutions</u> within a system with increased **capacity** that enables them to better address labor rights issues, claim their rights or fulfill their duties
3a. Number (#) of <u>individual</u> actors within a system with **replacement resources** that enable them to continue to address labor rights issues, claim their rights or fulfill their duties
3b. Number (#) of collective structures or <u>institutions</u> within a system with **replacement resources** that enable them to continue to address labor rights issues, claim their rights or fulfill their duties
4a. Number (#) of <u>individual</u> actors within a system with increased **motivation** to address labor rights issues, claim their rights or fulfill their duties
4b. Number (#) of collective structures or <u>institutions</u> within a system with increased **motivation** to address labor rights issues, claim their rights or fulfill their duties
5a. Number (#) of <u>individual</u> actors within a system demonstrating increased **demand** for services, benefits, protections or programs associated with improved workers' rights

5b. Number (#) of collective structures or institutions within a system demonstrating increased **demand** for services, benefits, protections or programs associated with improved workers' rights
6a. Number (#) of individual actors within a system with improved **access** to services, benefits, protections, or programs associated with improved workers' rights
6b. Number (#) of collective structures or institutions within a system with improved **access** to services, benefits, protections, or programs associated with improved workers' rights
7a. Number (#) of unique touchpoints or leverage points within a system with improved **delivery** of services, programs or duties associated with improved workers' rights
7b. Number (#) of collective structures or institutions within a system with improved **delivery** of services, programs or duties associated with improved workers' rights
8a. Number (#) of individual actors within a system who have **utilized** more effective services, processes or programs associated with improved workers' rights
8b. Number (#) of collective structures or institutions within a system that have **institutionalized** more effective services, processes or programs associated with improved workers' rights
9a. Number (#) of individual actors within a system that have **adopted behaviors** associated with improved workers' rights
9b. Number (#) of institutions, legal entities or organizations that have collectively **adopted practices** associated with improved workers' rights

APPENDIX G: Sustainability Strategy Template

Outcome†	**Relevant Sustainability Process or Project Element**	**Stakeholder(s) to Engage**	**Timeframe(s)** ††	**Resources Required**†††

† Please note that applicants are not expected to propose sustainability processes or elements for every outcome. Include only outcomes for which there is/are applicable sustainability process(es) or project element(s) as presented in the overall project strategy.
†† Please clarify when a process or a project element related to sustainability will start and for how long it will continue.
††† Please clearly indicate what resources (monetary, human resources, and others) are needed to carry out a sustainability process successfully. These should be fully reflected in the proposal budget.

ENDNOTES

1. *Policies and plans* refers to a variety of processes and procedures used to forge a pathway to clean economies, including through industrial decarbonization and transformation, and with consideration of the effect of mitigation and adaptation on jobs and working conditions.
2. For the purpose of this FOA, *Worker Voic*e refers to the ability of workers to come together, collectively articulate their demands, and seek better terms and conditions of work. It is a bedrock principle of labor relations. Freedom of association and the right to collective bargaining are core enabling rights that are essential to effective worker voice. Applicants can find resources related to worker voice here https://www.dol.gov/agencies/ilab/worker-voice. *Value Chains* involve the life cycle of a product or process, including material sourcing, production, distribution, consumption, and residual waste/recycling. See World Business Council for Sustainable (2021). Collaboration, Innovation, Transformation https://docs.wbcsd.org/2011/12/CollaborationInnovationTransformation.pdf. See also Perrine, T., Martin, D., and Arnold, J. (2023). Circularity in Mineral and Renewable Energy Value Chains: Overview of Technology, Policy, and Finance Aspects. https://ccsi.columbia.edu/sites/default/files/content/docs/ccsi-circular-economy-mineral-renewable-energy.pdf. *Energy and Extractives* sector encompasses mining, oil and gas, and renewable energy. Mining includes coal, copper, lithium, and any other mineral needed for the clean energy economy. *Renewable energy* includes solar, wind, biomass, and any other source of energy. See World Bank, Energy and Extractive Industries https://www.worldbank.org/en/topic/energy and https://www.worldbank.org/en/topic/extractiveindustries/overview. *Electric Vehicle Manufacturing* sector includes value chains for the production of electric vehicles, from mining to manufacturing and recycling. *Clean Energy Econom*y refers to products, processes, and services that produce low carbon emissions in their operations. See Chapple, K. (2008). Defining the Green Economy: A Primer on Green Economic Development. defining_the_green_economy_a_primer_on_green_economic_development.pdf (berkeley.e. *Just Transition* promotes environmentally sustainable economies in a way that is inclusive, by creating decent work opportunities, reducing inequality and by leaving no one behind. See ILO (2023). Resolution Concerning a Just Transition Towards Environmentally Sustainable Economies and Societies for all. Resolution concerning a just transition towards environmentally sustainable economies and societies for all | International Labour Organization (ilo.org)
3. Other sectors could include agriculture and forestry; transportation (e.g., public transit, logistics, and maritime); and construction (e.g., cement).
4. United Nations Framework Convention on Climate Change (2023). Nationally determined contributions under the Paris Agreement. Synthesis Report by the Secretariat. https://unfccc.int/documents/632334. See also World Economic Forum (2023). The Future of Jobs Report 2023. The Future of Jobs Report 2023 | World Economic Forum (weforum.org)
5. Ibid. See also, International Renewable Energy Agency (2024). Climate action and the Energy Transition: IRENA Members' survey on Nationally Determined Contributions. https://www.irena.org/-

/media/Files/IRENA/Agency/Publication/2024/Jun/IRENA_Climate_action_Members_NDC_survey_2024.pdf?rev=0e756095b93447b9a69fcc8876921162

6. Alfonso, M., Bagolle, A. Baptista, D., Bos, M., Fazekas, A., Schwartz, L., Vogt-Schilb, A., Urquidi (2023). Advancing a Just Transition in Latin America and the Caribbean. Inter-American Development Bank. https://publications.iadb.org/en/advancing-just-transition-latin-america-and-caribbean
7. United Nations Framework Convention on Climate Change (2023). Nationally determined contributions under the Paris Agreement. Synthesis Report by the Secretariat. https://unfccc.int/documents/632334.
8. United Nations Framework Convention on Climate Change. United Arab Emirates Just Transition Work Programme | UNFCCC
9. International Labor Organization (2016). Guidelines for a Just Transition Towards Environmentally Sustainable Economies and Societies for all. https://www.ilo.org/publications/guidelines-just-transition-towards-environmentally-sustainable-economies.
10. United Nations Framework Convention on Climate Change (2023). Nationally determined contributions under the Paris Agreement. Synthesis Report by the Secretariat. https://unfccc.int/documents/632334. See also Brazilian Government (2023). Plano de Transformação Ecológica. https://www.gov.br/fazenda/pt-br/acesso-a-informacao/acoes-e-programas/transformacao-ecologica. See also Chilean Govenment (2021). Estrategia de Transicion Justa en el Sector Energetico https://energia.gob.cl/consultas-publicas/estrategia-de-transicion-justa-en-el-sector-energia-parte-i-acompanando-el-cierre-yo-nuevos-usos-de-centrales-carbon-en-chile
11. *Social dialogue* refers to all types of negotiation, consultation or simply exchange of information between, or among, representatives of governments, employers and workers, on issues of common interest relating to economic and social policy. It can exist as a tripartite process, with the government as an official party to the dialogue or it may consist of bipartite relations only between labor and management (or trade unions and employers' organizations). Workplace cooperation, collective bargaining at company, sector or cross-industry levels, and tripartite consultation processes are common forms of social dialogue. Social dialogue could also include other stakeholders, such as civil society organizations, underserved populations, and local communities. See https://www.ilo.org/resource/social-dialogue-0#:~:text=Social%20dialogue%20is%20defined%20by,to%20economic%20and%20social%20policy.*Mitigation* involves reducing the impact of the clean energy economy transition as workers might lose their jobs, households lose their livelihoods, and local communities can no longer rely on revenues to provide public services. *Adaptation* includes preparedness and resilience to confront the social, economic, and ecological changes derived from the transition to the clean energy economy. See UNFCCC and International Labor Organization (2016). Guidelines for a Just Transition Towards Environmentally Sustainable Economies and Societies for all. https://www.ilo.org/publications/guidelines-just-transition-towards-environmentally-sustainable-economies
12. UN Framework Convention on Climate Change https://unfccc.int/resource/docs/convkp/conveng.pdf

13. *Quality jobs* seeks to better measure, analyze, and report job-related data beyond wages. Hertel-Fernandez, A., Nayak, R., Acuña, T. How a New Collaboration is Helping us Improve How we Track Good Jobs. U.S. Department of Labor How a New Collaboration is Helping us Improve How we Track Good Jobs | U.S. Department of Labor Blog (dol.gov). *Good jobs* provides a shared vision for what job quality means, from recruitment and hiring to skills and career advancement. See U.S. Department of Labor. https://www.dol.gov/sites/dolgov/files/goodjobs/Good-Jobs-Summit-Principles-Factsheet.pdf*Adaptive Management* refers to "an intentional approach to making decisions and adjustments in response to new information and changes in context. Adaptive management is not about changing goals during implementation, it is about changing the path being used to achieve the goals in response to changes." USAID (2018) What is Adaptive Management? https://usaidlearninglab.org/community/blog/what-adaptive-management. Also see, Byom, K., Ingram, M., Oakley, A., and Serpe, L. (2020). Adaptive Management: A Practical Guide to Mitigating Uncertainty and Advancing Evidence-Based Programming. https://www.pactworld.org/library/adaptive-management-practical-guide-mitigating-uncertainty-and-advancing-evidence-based.
14. See What Is Experiential Learning? - Institute for Experiential Learning (experientiallearninginstitute.org)
15. *Decarbonization* refers to alternative ways of living and working that reduce emissions and capture and store carbon in soil and vegetation. See https://unfccc.int/news/decarbonization-cannot-wait
16. *Climate-related hazards* include increased air pollution, ultraviolet radiation, extreme weather, biological hazards and shifting or expanded habitats, industrial transitions and emerging industries. For more information, see https://www.cdc.gov/niosh/topics/climate/default.html
17. *Good jobs* provides a shared vision for what job quality means, from recruitment and hiring to skills and career advancement. See U.S. Department of Labor. https://www.dol.gov/sites/dolgov/files/goodjobs/Good-Jobs-Summit-Principles-Factsheet.pdf
18. *South-South Cooperation* is a tool to collaborate, promote collective action, and share knowledge, skills, and lessons learned related to labor rights, climate, and other relevant topics. It can involve governments, worker organizations, civil society organizations, and private sector actors.
19. *Adaptive Management* refers to "an intentional approach to making decisions and adjustments in response to new information and changes in context. Adaptive management is not about changing goals during implementation, it is about changing the path being used to achieve the goals in response to changes." USAID (2018) What is Adaptive Management? https://usaidlearninglab.org/community/blog/what-adaptive-management. Also see, Byom, K., Ingram, M., Oakley, A., and Serpe, L. (2020). Adaptive Management: A Practical Guide to Mitigating Uncertainty and Advancing Evidence-Based Programming. https://www.pactworld.org/library/adaptive-management-practical-guide-mitigating-uncertainty-and-advancing-evidence-based.
20. *Co-creation* "brings people together to collectively design solutions to specific development challenges. Time-limited and participatory, partners, potential implementers, and end-users define a problem collaboratively, identify new and existing

solutions, build consensus around action, and refine plans to move forward." Co-creation is a tool that can be used throughout project design, planning, implementation, and closeout. USAID (2022). Co-creation an Interactive Guide. https://usaidlearninglab.org/system/files/resource/files/co-creation_toolkit_interactive_guide_-_march_2022.pdf.

Signed 09/06/2024, in Washington, D.C. by:
Sue Levenstein
Grant Officer, Employment and Training Administration