

PAsmart Grants Checklist

This checklist applies to Apprenticeship and Pre-apprenticeship, and Next Generation Industry Partnership grants. For additional information on PAsmart, please email PAsmart@pa.gov.

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| <input type="checkbox"/> | Step 1 | <p>Review PAsmart Grant Materials: Review PAsmart grant Request for Proposals (RFP), application, required forms, one-pager, and Frequently Asked Questions (FAQs). PAsmart grant materials are available online at https://www.governor.pa.gov/pasmart-grants/.</p> |
| <input type="checkbox"/> | Step 2 | <p>Attend a PAsmart grant webinar: Attend a webinar to learn more about PAsmart and ask questions about the grant opportunity, process, and timeline.</p> <p style="text-align: center;">Growing Apprenticeship and Pre-apprenticeship</p> <ul style="list-style-type: none"> • Tuesday, November 20, 2018 at 1:00 PM • Tuesday, November 27, 2018 at 1:00 PM <p style="text-align: center;">Next Generation Industry Partnerships</p> <ul style="list-style-type: none"> • Thursday, November 15, 2018 at 9:30 AM • Monday, November 19, 2018 at 11:30 AM |
| <input type="checkbox"/> | Step 3 | <p>Apply for a PAsmart Grant: Complete the PAsmart grant application, required forms, budget, and letters of support. Required information and evaluation criteria are available in the relevant NGA.</p> |
| <input type="checkbox"/> | Step 4 | <p>Submit PAsmart Grant Application: Submit the PAsmart grant application, required forms, budget, and letters of support. Late applications will not be accepted.</p> <p style="text-align: center;">Apprenticeship and Pre-apprenticeship: December 21, 2018 at 11:59 PM EST</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Application <input type="checkbox"/> Budget Form <p style="text-align: center;">Next Generation Industry Partnerships: Friday, December 14 at 11:59 PM EST</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Application <input type="checkbox"/> Letter of Support – Economic Development <input type="checkbox"/> Letter of Support – Education <input type="checkbox"/> Letter of Support – Workforce Development <input type="checkbox"/> Partnership Membership Form <input type="checkbox"/> Budget Form |
| <input type="checkbox"/> | Step 5 | <p>Register with the State Vendor Data Management Unit: To receive a grant from the Commonwealth of Pennsylvania, you must register as a non-procurement vendor with the Vendor Data Management Unit (VDMU) to obtain a SAP Vendor ID (SAP number). You must complete this step prior to completing a PAsmart grant agreement. To register with VDMU visit http://www.vendorregistration.state.pa.us or call 717-346-2676 or 1-877-435-7363.</p> |
| <input type="checkbox"/> | Step 6 | <p>Grant Agreement and Reporting: If you are awarded a PAsmart grant, you must enter into a grant agreement with the Commonwealth of Pennsylvania. The Department of Labor and Industry (L&I) Bureau of Workforce Development Administration (BWDA) will guide you through the grant agreement process and required steps (e.g. contract, invoicing, reporting, general technical assistance, etc.).</p> |