



## PAsmart Next Generation Industry Partnerships - Convening Industry Partnerships Grants Application Form

### Convening Industry Partnerships Grants Application Form - Overview

#### Overview

Up to \$750,000 is available for Next Generation Industry Partnership convening grants to support the convening and coordination of Next Generation Industry Partnerships. Convening grant applications will be accepted until December 14, 2018 at 11:59pm. Any questions should be directed to: [pasmart@pa.gov](mailto:pasmart@pa.gov).

#### Before You Start the Application

Applicants should review relevant grant information, including the Notice of Grant Availability (NGA), 1-pagers, and pre-application checklist: <https://www.governor.pa.gov/PAsmart-Grants>

Applicants must complete all questions and upload all required documents, including budget forms and other supplemental materials, for an application to be considered complete, submitted, and ready for review by the Pennsylvania Department of Labor and Industry. More information about eligibility criteria, required documentation, and other grant application requirements is available in the Notice of Grant Availability and other grant-related documents.

#### Application Checklist

Before submitting this application, Applicants are encouraged to ensure all required materials are included:

- Completed Application
- Letters of Support: Economic Development
- Letters of Support: Education
- Letters of Support: Workforce Development
- Completed Form: Partnership Form/Budget Form



PAsmart Next Generation Industry Partnerships - Convening Industry Partnerships Grants  
Application Form

Partnership and Applicant Information

\* 1. Partnership Name

\* 2. Local Workforce Development Board (Fiscal Agent)

\* 3. Type of Submission

\* 4. Amount of Funding Requested

\* 5. Applicant Name

**\* 6. Primary Contact for Application**

<b>Name</b>	<input type="text"/>
<b>Title</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>Address 2</b>	<input type="text"/>
<b>City/Town</b>	<input type="text"/>
<b>State/Province</b>	<input type="text"/>
<b>ZIP/Postal Code</b>	<input type="text"/>
<b>Email Address</b>	<input type="text"/>
<b>Phone Number</b>	<input type="text"/>

**\* 7. Partnership Convener Contact (if different from Primary Contact for Application) *If the same, please indicate so in the "name" field***

<b>Name</b>	<input type="text"/>
<b>Organization</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>Address 2</b>	<input type="text"/>
<b>City/Town</b>	<input type="text"/>
<b>State/Province</b>	<input type="text"/>
<b>ZIP/Postal Code</b>	<input type="text"/>
<b>Email Address</b>	<input type="text"/>
<b>Phone Number</b>	<input type="text"/>

**\* 8. Fiscal Agent Contact (if different from Primary Contact for Application)**

*if the same, please indicate that in the "name" field*

**Name**

**Organization**

**Address**

**Address 2**

**City/Town**

**State/Province**

**ZIP/Postal Code**

**Email Address**

**Phone Number**

**\* 9. Applicant Type**

**\* 10. Applicant Partners: Please list all organizations/partners who will be participating in the proposed grant project.**

\* 11. Counties Served (check all that apply)

- |                                     |                                     |   |
|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> Adams      | <input type="checkbox"/> Elk        | <input type="checkbox"/> Montour        |
| <input type="checkbox"/> Allegheny  | <input type="checkbox"/> Erie       | <input type="checkbox"/> Northampton    |
| <input type="checkbox"/> Armstrong  | <input type="checkbox"/> Fayette    | <input type="checkbox"/> Northumberland |
| <input type="checkbox"/> Beaver     | <input type="checkbox"/> Forest     | <input type="checkbox"/> Perry          |
| <input type="checkbox"/> Bedford    | <input type="checkbox"/> Franklin   | <input type="checkbox"/> Philadelphia   |
| <input type="checkbox"/> Berks      | <input type="checkbox"/> Fulton     | <input type="checkbox"/> Pike           |
| <input type="checkbox"/> Blair      | <input type="checkbox"/> Greene     | <input type="checkbox"/> Potter         |
| <input type="checkbox"/> Bradford   | <input type="checkbox"/> Huntingdon | <input type="checkbox"/> Schuylkill     |
| <input type="checkbox"/> Bucks      | <input type="checkbox"/> Indiana    | <input type="checkbox"/> Snyder         |
| <input type="checkbox"/> Butler     | <input type="checkbox"/> Jefferson  | <input type="checkbox"/> Somerset       |
| <input type="checkbox"/> Cambria    | <input type="checkbox"/> Juniata    | <input type="checkbox"/> Sullivan       |
| <input type="checkbox"/> Cameron    | <input type="checkbox"/> Lackawanna | <input type="checkbox"/> Susquehanna    |
| <input type="checkbox"/> Carbon     | <input type="checkbox"/> Lancaster  | <input type="checkbox"/> Tioga          |
| <input type="checkbox"/> Centre     | <input type="checkbox"/> Lawrence   | <input type="checkbox"/> Union          |
| <input type="checkbox"/> Chester    | <input type="checkbox"/> Lebanon    | <input type="checkbox"/> Venango        |
| <input type="checkbox"/> Clarion    | <input type="checkbox"/> Lehigh     | <input type="checkbox"/> Warren         |
| <input type="checkbox"/> Clearfield | <input type="checkbox"/> Luzerne    | <input type="checkbox"/> Washington     |
| <input type="checkbox"/> Clinton    | <input type="checkbox"/> Lycoming   | <input type="checkbox"/> Wayne          |
| <input type="checkbox"/> Columbia   | <input type="checkbox"/> McKean     | <input type="checkbox"/> Westmoreland   |
| <input type="checkbox"/> Crawford   | <input type="checkbox"/> Mercer     | <input type="checkbox"/> Wyoming        |
| <input type="checkbox"/> Cumberland | <input type="checkbox"/> Mifflin    | <input type="checkbox"/> York           |
| <input type="checkbox"/> Dauphin    | <input type="checkbox"/> Monroe     |   |
| <input type="checkbox"/> Delaware   | <input type="checkbox"/> Montgomery |   |



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### Goals and Objectives (5 Points)

- \* 12. Please clearly describe the goals and objectives of the partnership and its convening activities to date, including the launch/relaunch process, meetings, convener and regional support team priorities and activities, partnership strategies and challenges, as well as alignment with the goals of the Governor's PAsmart initiative and Framework. Demonstrate how the partnership meets the convening criteria in Appendix A of the solicitation announcement (*500 word limit*)



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### Proposal Narrative (20 Points)

- \* 13. Provide a detailed summary of your proposed partnership. Your summary must align with the Partnership Form and describe why this cluster was chosen for a Next Generation Partnership in the geographical area identified. *(500 word limit)*

- \* 14. Partnership Form Upload  
Applicants should upload the completed Partnership Form.

Choose File

No file chosen

\* 15. If the partnership has not launched, provide details on the steps the partnership will take to have a timely launch. If the partnership has launched, summarize the launch, subsequent meetings, including date(s), attendance, business-driven priorities, action plan, action teams and members, and outcomes. (500 word limit)

\* 16. Identify the individual(s) that will serve as partnership convener or as members of a co-led convening team. Include details on roles and responsibilities of each convener. If utilizing a convening team, please explain how the responsibilities be distributed.

\* 17. Outline a strategy to identify the public and community partners that will make up the partnership's regional support team. Each proposal must also submit at least three (3) letters of commitment/support from regional support team members as an attachment, including at least one (1) from an economic development partner, one (1) from an education partner, and one (1) from a workforce development partner. (500 word limit)

\* 18. Letters of Commitment/Support (file upload)

Applicants should submit at least three letters of commitment/support, saved as one single file, using the file upload tool below.

Choose File

No file chosen



\* 19. Outline the strategy to identify and recruit businesses and business champions, to participate in the partnership and highlight the champions. Identify any potential recruitment challenges and strategies to address them. *(250 word limit)*





PAsmart Next Generation Industry Partnerships - Convening Industry Partnerships Grants Application Form

Proposed Convening Activities (25 Points)

\* 20. Describe the proposed activities using the Next Gen IP convening grant and how funds will advance the partnership. *(500 word limit)*



## PAsmart Next Generation Industry Partnerships - Convening Industry Partnerships Grants Application Form

### Cross-sector Alignment (15 Points)

\* 21. Please summarize how the partnership will align with existing workforce, education, and economic development initiatives. Your summary must:

- Describe how the partnership aligns with Pennsylvania's WIOA Combined State Plan and the relevant WIOA Regional and Local Plans.
- Describe how the partnership aligns with your community/school district's Future Ready PA efforts and K-12 School Guidance Plan (PA Code 339.31-32).
- Describe how the partnership aligns with existing workforce, education, and economic initiatives in your community, and other state-funded initiatives (e.g. Next Generation Industry Partnerships, Registered Apprenticeship and Pre-Apprenticeship, Teacher in the Workplace, Business Education Partnership, Engage!, WEDnet, DCED manufacturing and apprenticeship grants, etc.).
- Describe how the partnership aligns with labor market and demographic information, High Priority Occupations (HPOs), and the needs of your local workforce and economy. (For direct assistance on how to obtain, use, or interpret labor market information, please contact the Department of Labor and Industry, Center for Workforce Information and Analysis (CWIA) at [workforceinfo@pa.gov](mailto:workforceinfo@pa.gov) or 717-787-6466.

*(500 word limit)*



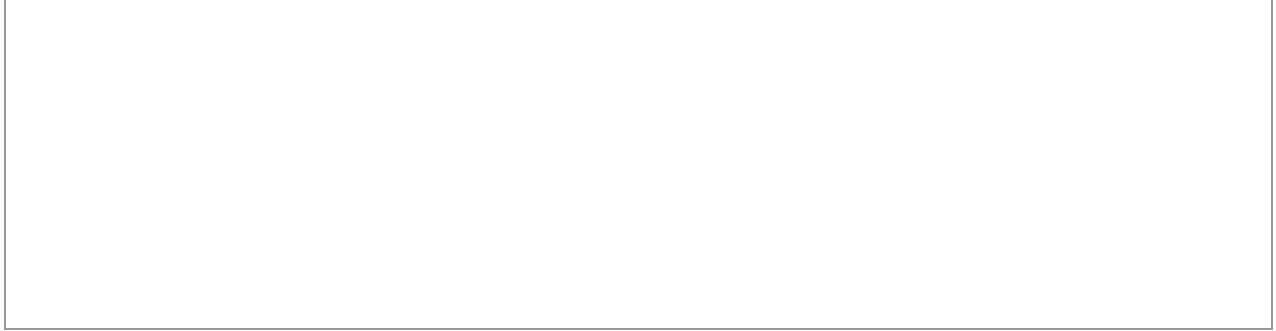
PAsmart Next Generation Industry Partnerships - Convening Industry Partnerships Grants Application Form

Expected Program Outcomes and Assessment (10 points)

- \* 22. Describe how the partnership will measure its success. Outcomes should be stated in measurable and timely terms, including baseline information and expected improvement, and there is a clear plan for assessing the impact of the program being funded through the grant. (Note: All partnerships will be expected to report on the Next Generation Industry Partnership statewide metrics as approved by the PA Workforce Development Board) *(250 word limit)*

- \* 23. Identify the partner that will collect and analyze data as part of evaluating the impact of the proposed initiative and whether it achieves the performance outcomes? What is the timeline for data collection and evaluation for the proposed initiative? *(250 word limit)*

\* 24. Establish a timeline for key milestones for the proposed initiative and include when the partnership expects to meet its performance outcomes. (250 word limit)





PAsmart Next Generation Industry Partnerships - Convening Industry Partnerships Grants Application Form

Partnership Sustainability (10 Points)

- \* 25. Describe the partnership's plan to operationalize and sustain the partnership. Include a detailed vision for growth and expansion of the partnership, including how you will leverage and braid additional resources to continue convening the partnership assuming no additional commonwealth funds. *(500 word limit)*



PAsmart Next Generation Industry Partnerships - Convening Industry Partnerships Grants  
Application Form

Budget Information (15 Points)

- \* 26. **Match Funds** – Describe the match funds (in-kind or cash) committed to the partnership and how the funds will be used. *(250 word limit)*

- \* 27. **Leveraging of Resources** – Describe how the partnership will leverage non-Next Gen IP grant resources. Partnerships must identify all other resources (e.g. local, state, federal, private, philanthropic, nonprofit, etc.) leveraged to support the partnership. *(250 word limit)*

\* 28. **Budget Narrative** - Describe the partnership's overall budget, including a thorough explanation of each cost category. (250 word limit)

\* 29. **Budget Form** - Please submit a copy of the partnership's budget form using the file upload tool below.

Choose File

No file chosen





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### Other Application Items and Assurances

**30. Compliance Obligations** - All grantees will be required to sign a grant agreement with the Pennsylvania Department of Labor and Industry. All grant funds must be committed and services performed by June 30, 2020. The Pennsylvania Department of Labor and Industry shall seek repayment of funds if it determines that funds were not utilized for the original stated and approved purpose. Throughout the grant and upon completion of the grant, grantees will be required to submit regular reports as required by the Pennsylvania Department of Labor and Industry. Grantees must also comply with all requirements outlined in the solicitation document.

Are you able to meet all compliance obligations?

Yes

No



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Application Form

31. If you selected no in the prior question, please describe the barriers that would prevent you from meeting the compliance obligations. *(250 word limit)*



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Application Form

Submission and Signature of Authorized Representative

\* 32. Signature of Authorized Representative - Applicant (*Print Name*)

\* 33. Signature of Authorized Representative - LWDB (*Print Name*)