

Commonwealth of Massachusetts  
MassHire Department of Career Services  
Jobs for Veterans State Grant

# 2024

## PERFORMANCE INCENTIVE AWARD NOMINATIONS

**Deadline: July 1, 2024**

### General Information

The MassHire Department of Career Services encourages your participation in the FFY 2024 Jobs for Veterans State Grant (JVSG) ***“Performance Incentive Awards”***.

The award recognizes the entire staff of a MassHire Career Center, not just a Veterans Services Unit or Veterans staff, that demonstrate excellence and dedication in the provision of quality employment, training and placement services to U.S. Veterans and other eligible persons.

The Performance Incentive Award recognizes a MassHire Career Center that has **made a substantial contribution** or **demonstrated best practices** in one or more of the following categories:

- a. Improve and modernize employment and placement services and employment outcomes as well as training opportunities for Veterans and other eligible persons.
- b. Reward and celebrate excellence in the provision of “Priority of Service” and integration of services to Veterans and other eligible persons at the MassHire Career Center.
- c. Establish strong working partnerships with other Veteran organizations and/or the community at large to improve services to Veterans and other eligible persons and/or.
- d. Demonstrate strong career planning & counseling techniques resulting in employment outcomes

### CRITERIA FOR NOMINATION

To be considered eligible for a ***“Performance Incentive Award”*** nomination a MassHire Career Center must provide employment, training and placement services to Veterans under the Jobs for Veterans State Grant (JVSG).

**NOTE:** Nominees may include a MassHire Career Center that does not have a Veteran Employment Representative on site. The local area may submit a nomination that includes all of the Career Centers operated in the area.

## **NOMINATION PROCESS**

Nominations must be submitted by close of business Monday, July 1, 2024, via email to Chris Mills at [Chris.Mills@mass.gov](mailto:Chris.Mills@mass.gov) and Robert Doucette [Robert.Doucette@mass.gov](mailto:Robert.Doucette@mass.gov)

The nomination process consists of the following:

- a. The Nomination package must be submitted electronically no later than close of business Monday, July 1, 2024.
- b. The Nominated activity should cover the period July 1, 2023 – June 30, 2024.
- c. The Nomination narrative is limited to three (3) pages that should include Nominee Information as well as Nominator information.
- d. Supporting documentation may also be included.

## **AWARDS**

Up to four awards will be made in order of ranking:

<b>GOLD:</b>	\$14,900
<b>SILVER:</b>	\$ 9,805
<b>BRONZE:</b>	\$ 7,405
<b>RISING STARS:</b>	\$ 3,336

## **SELECTION CRITERIA**

Completed nominations will be reviewed and ranked by Veterans Employment and Training Central Programs Units. Monetary Incentive Awards will be made to the four highest scoring Career Centers. Awards will be announced on Monday, July 15, 2024.

**Use of funds:** Funds will be awarded to the fiscal agent for distribution of funds to the recognized MassHire Career Center(s) within the MassHire workforce area for specific career center needs such as but not limited to: computer hardware/software; resource room or library materials; transfer to training accounts; or other office-wide uses to promote priority of services to Veterans. **Please Note: no portion of the award monies may be used for administrative costs.**

**Local areas that are selected for an incentive award and have policies in place that require administrative charges to be applied, must inform [lisa.j.caissie@mass.gov](mailto:lisa.j.caissie@mass.gov) via email of the amount of administrative costs relative to incentive award. The local area will be allowed to submit a separate request to MDCS for reimbursement of administrative costs. Detailed**

**instructions related to filling out the payment voucher with applicable phase codes for reimbursement of the incentive award and administrative costs will be provided during the award notification process.**

Local areas must obligate the incentive award no later than August 23, 2024. All funds must be expended by December 31, 2024.