

Mass Workforce Issuance

Workforce Issuance No. 12-53

☐ Policy ☒ Information

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIA State Partners

From: Massachusetts Department of Career Services

Date: October 12, 2012

Subject: **Request for Proposals for Workforce Competitiveness Trust Fund
Addressing the Middle Skills Gap Grant Program**

Purpose: To provide you with notification of the Request for Proposals (RFP) for the Workforce Competitiveness Trust Fund (WCTF) Addressing the Middle Skills Gap Grant Program issued by Commonwealth Corporation and funded by the WCTF.

The Addressing the Middle Skills Gap Grant is designed to address the gap between the skills held by workers and the skills needed by employers for jobs that require more than a high school diploma but less than the equivalent of a 4-year degree.

Background: This solicitation is offered by EOLWD, funded by the WCTF and administered by Commonwealth Corporation. Grant funds may be used to train Massachusetts residents who are either un/underemployed or disconnected young adults. Applicants may also propose to allocate a portion of their grant funds to train incumbent workers who are either Massachusetts residents or work in a Massachusetts establishment (see Section 3 of Attachment A).

\$4.5 Million is available and will be awarded based on the Regional Funding Allocation, with individual grant awards not to exceed \$350,000 (see Section 5 of Attachment A). Awardees will be required to provide a 30% match on total awarded funds.

Contracts will be issued for a maximum duration of 3 years. All training and placement activity must be concluded by the end of the second year; post-

placement support must be provided to each participant for one year. This may continue into and potentially through the end of the third grant year.

Action

Required: Please review the attached RFP (Attachment A) that outlines the grant program and eligibility requirements, forms and dates in detail. A snap shot of dates regarding the program include:

Request for Proposals Released	October 5, 2012
Bidders' Webinar	October 19, 2012
Required Letter of Intent Due	November 19, 2012
Responses (Proposals) Due	January 9, 2013
Applicants Notified of Status	April 1, 2013
Anticipated Contract Start Date	May 1, 2013
Training Delivery Ends	April 30, 2015
Contract End Date	April 30, 2016

Inquiries: Questions related to the proposal should be directed to:

Theresa Rowland
Commonwealth Corporation
2 Oliver Street, 5th Floor
Boston, MA 02109
trowland@commcorp.org
617-717-6928

Attachments: A: Request for Proposals Guidelines
B: Budget Forms