

MASSACHUSETTS WORKFORCE DEVELOPMENT SYSTEM

Mass Workforce Issuance

100 DCS 25.149

☐ Policy

☒ Information

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

cc: WIOA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: June 15, 2017

Subject: Workforce Skills Cabinet RFP Released

Purpose: To notify Local Workforce Development Boards, One-Stop Career Center Operators and other local workforce partners that the Workforce Skills Cabinet has released an RFP that is making available \$10 Million for FY 18 Skills Capital Grant Funding. The RFP can be found at:

<http://www.mass.gov/edu/government/executive-office-of-education/grant-information/massachusetts-skills-capital-grant-program-.html>

Background: The Skills Capital Grant Program will award grants for the purchase and installation of equipment and any related improvements and renovations necessary for installation and use of such equipment to support vocational and technical training to upgrade and expand career technical education and training high quality career pathway programs that are aligned to regional economic and workforce development priorities for in-demand industries; provided, that grant applications facilitate collaboration to provide students enrolled in eligible vocational technical schools with postsecondary opportunities. High quality college and career pathways are in high-skill, high-demand industry sectors, and include all of the following characteristics:

- align with labor market information regarding high demand workforce needs
- support secondary and postsecondary linkages

- offer focused career guidance and advisement systems
- provide integrated rigorous instructional courses
- include structured work readiness activities and work-based learning experiences
- provide the opportunity to obtain an industry-recognized credential or college credits towards a Certificate, Associate, or Baccalaureate degree

Key Dates

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| Request for Proposals Released | June 2, 2017 |
| To confirm eligibility, a letter of intent is requested by potential applicants. Letter should identifying the type of program to be supported by funding. Applicants should indicate if they are a current applicant for Massachusetts Life Science Grant. | July 14, 2017 to be submitted to James.Poplasky1@MassMail.State.MA.US |
| Confirmation of eligibility to be provided | Confirmation of eligibility to be emailed to those who submitted a letter of intent as potential applicants on July 21, 2017 |
| Proposals will only be accepted through the online application system. | By 5:00 PM on August 11, 2017 |
| Projected Grant Awards Announcement | September 2017 |
| Anticipated Contract Start Date | September 15, 2017 |
| Funding Disbursement | On a rolling basis, upon verification of approved submitted purchases, requests for equipment and related installation costs. |
| Contract End Date | June 30, 2018 |

Action Required:

Letter of Intent Guidance

1. The Letter of Intent (LOI) should be a signed letter on official letterhead attached in an email to James.Poplasky1@MassMail.State.MA.US.
2. The LOI is non-binding and does not require your organization to submit an application. The goal of the letter is to allow the Executive Office of

Education to confirm your organization's eligibility and to inform the Workforce Skills Cabinet of the potential demand for resources.

3. Your organization must include the name of the specific program(s) and the occupations to be served related to the capital funding you are seeking. The LOI does not need to contain a detailed explanation of the programs you are seeking to fund.
4. Only one application per school will reviewed. There is a two program limit per application.
5. All Career/Vocational Technical Education programmatic areas are eligible.
6. Applicants should indicate if they are a recipient of the Massachusetts Life Science Grants.
7. Please note that this is a reimbursement grant requiring the grantee to pay for the equipment/installation and then request reimbursable amounts through invoicing.

Inquiries: Please email all questions to James.Poplasky1@MassMail.State.MA.US