

Job-Driven National Emergency Grant (JD-NEG) Request for Applications (RFA) # V-14

Questions and Answers Pertaining to the RFA

(Updated July 17, 2015. New questions and answers are highlighted in yellow.)

Q 1. If I have a non-profit and a for-profit company, can I apply for both grants for my not-for-profit and for-profit business?

A 1. No. Applicant entities related in this way are only eligible to receive one grant at a time. Applicants that receive an award under this program and successfully complete the training as specified in the contract and fully expend the awarded funds may apply again, if funding and time remain, or your other business may then apply.

Q 2. Where can I find the RFA requirements and applications?

A 2. The RFA is available on-line at <http://www.labor.ny.gov/businessservices/PDFs/Job-Driven-NEG-RFA.pdf>. The application, budget, and other required documents are linked as attachments to the RFA on its last page.

Q 3. Do I need to have a commercial office to apply or can I run the programs from my home office location where I have a separate basement entrance for attendees?

A 3. Eligible applicants are for-profit and not-for-profit businesses, training providers and local workforce investment boards that have two or more employees. Applicants are required to attest to the fact that the business(es) participating in the proposal are headquartered in New York State or have at least one site located in New York State at the time of application. Therefore, a commercial address is required. A home address/basement entrance is also unlikely to meet ADA access requirements.

Q 4. We are a training provider and would be partnering with other companies to create customized training courses leading up to employment in those companies. Assuming the submitted proposal with those companies is accepted, would it be permitted to add in additional companies not originally mentioned, or to switch companies?

A 4. No. Once an application is awarded, a contract is developed for the proposed training activities to take place. Because the proposed training is customized to meet the needs of specific businesses, the addition or substitution would require the development of different training, have a different mix of trainee titles and numbers, etc. However, if time and funding remain, the applicant organization would be able to apply for another grant after the first one is successfully completed.

Q 5. What form of evidence, if any, must be provided by the employer to demonstrate matching? Specifically, when asking for reimbursement, is it assumed that the matching has already been accounted for? Further, does matching have to be monetary? Can it be matched in the form of books, etc. that are paid for by the employer for training? If so, what evidence must be provided for this kind of matching (i.e. receipts)?

A 5. Matching for on-the-job training must take the form of wages paid to the trainee. For customized training or the classroom-based portion of apprenticeship training, matching may be monetary, but may

also take the form of in-kind contributions such as books and other related expenses. The contractor must provide proof that payment was made (paid invoice, canceled checks, etc.).

Q 6. Can the 2 employees required be a spousal team?

A 6. Yes. There is no requirement that prohibits the employees from being related by blood or marriage. However, please note that principals of corporations and owners of businesses such as sole proprietors or partners are not considered to be employees of the business for the purpose of establishing eligibility.

Q 7. What is the amount of the grant that is usually distributed for this type of grant?

A 7. Once an award is made, if all of the proposed costs are eligible and included in the contract, 100% of those funds are available to the awardee to spend on that training.

Q 8. How soon after the completed application and RFA is submitted does funding occur?

A 8. Processing times vary depending upon the volume of applications, whether or not the application receives a passing score, the completeness of the attachments, completion of the due diligence process (and resolution of any issues), etc. Processing has taken as little as 6 days, but can take weeks. Once an award is made, a contract must be developed. The contracting process can also take weeks to complete.