

**State of Illinois Uniform Notice of Funding Opportunity (NOFO)
Summary Information**

Awarding Agency Name	Commerce And Econ Opp
Agency Contact	John Barr (john.w.barr@illinois.gov)
Announcement Type	Initial
Type of Assistance Instrument	Grant
Funding Opportunity Number	FY24-4 Home Illinois Workforce Pilot
Funding Opportunity Title	Job Training Economic Development Program
CSFA Number	420-30-0513
CSFA Popular Name	Job Training Economic Development Program
Anticipated Number of Awards	3
Estimated Total Program Funding	\$5,000,000
Award Range	\$1000000 - \$2000000
Source of Funding	State
Cost Sharing or Matching Requirements	No
Indirect Costs Allowed	Yes
Restrictions on Indirect Costs	No
Posted Date	03/14/2024
Application Date Range	03/14/2024 - 12/31/2024 : 5:00PM
Grant Application Link	Please select the entire address below and paste it into the browser... https://dceo.illinois.gov/aboutdceo/grantopportunities/0513-2729.html
Technical Assistance Session	Offered : Yes Mandatory : No Date : 03/26/2024 : 1:00PM Registration link : https://us02web.zoom.us/j/88310575097

Agency-specific Content for the Notice of Funding Opportunity

Illinois Job Training and Economic Development (JTED) Grant:

Home Illinois Workforce Pilot

NOFO ID: 0513-2729

For information about grants please visit <https://dceo.illinois.gov/aboutdceo/grantopportunities/granteeresources.html>.

A. Program Description

Notice of Funding Opportunity Intent

The Illinois Department of Commerce and Economic Opportunity (the “Department” or “DCEO”) is issuing this Notice of Funding Opportunity (“NOFO”) to set forth the requirements for the Illinois Job Training and Economic Development (“JTED”) Grant: Home Illinois Workforce Pilot. This initiative is funded by State of Illinois General Revenue Funds appropriated by the General Assembly in the State Fiscal Year 2024 budget. The requirements contained in this NOFO follow 20 ILCS 605/605-415 (“JTED Act”) and the rules adopted in support of the JTED Act, 56 Ill. Admin. Code Part 2660 (“JTED Rules”).

The aftermath of the pandemic has had a significant impact on the number of individuals experiencing housing insecurity. Through this NOFO the Department is partnering with the Illinois Department of Human Services (“IDHS”) and the Illinois Interagency Task Force on Homelessness to Prevent and End Homelessness to support strategies identified in Illinois’ Plan to Prevent and End Homelessness¹ (the “Plan”). The NOFO will support Strategy #3 (Secure Financial Stability) of the Plan by funding a pilot project to be implemented in three to five Continuum of Care (“COC”) areas in Illinois that connect people who are experiencing homelessness to employment and that demonstrate systemic coordination of the homeless response system and workforce system. The intended result of coordinating to improve employment opportunities is to improve the financial stability of individuals and their ability to afford permanent housing in their communities.

Program Description

The JTED Home Illinois Workforce Pilot program will serve individuals experiencing homelessness that reside in shelters or who participate in a Rapid Re-housing (“RRH”) Program defined as under-represented individuals in Appendix A. Entities eligible to apply for a grant award under this NOFO must be either:

1. The lead entity of a COC organization, including private nonprofit organizations (which may include a faith-based organization); Note: COC’s that are government entities are NOT eligible to apply as the lead applicant; or
2. A federal Workforce Innovation and Opportunity Act (“WIOA”) administrative entity (Local Workforce Innovation Area). Note: WIOA administrative entities that are government entities are eligible to apply.

All applicants must demonstrate expertise and effectiveness in administering workforce development programs [20 ILCS 605/605-415(b)] or have a partnership with an entity that possesses this experience.

REQUIRED PROGRAM COMPONENTS

Partnerships: At a minimum, the pilot programs must have a partnership between the lead agency of the COC in the area, the Local Workforce Innovation Area(s) (“LWIA”), and one or more organizations

¹ https://www.dhs.state.il.us/OneNetLibrary/27897/documents/AnnualRpts/Annual.Report.Home.Illinois.12.01.22_D2.pdf

that operate an RRH program or shelter in the area. This must be demonstrated through a Memorandum of Understanding (MOU) or a commitment letter that expresses the intent to develop a robust MOU during the planning period. The MOU should identify roles and responsibilities, timelines, referral processes, reimbursement processes (if applicable), and how the entities will jointly share responsibility for the success and sustainability of the pilot program.

Partnerships should also be established with other organizations that are necessary for the success of the program, including community-based organizations that provide additional support or other services. These partnerships should also be memorialized in an MOU, and if applicable, outline referral processes.

Employment Navigation: The pilot program must have at least one dedicated staff person with the responsibility to support individuals to find appropriate work readiness, training and/or support services. There are many examples of job titles for a staff person in this role, but most important are the responsibilities of the staff person that are outlined below. For purposes of this NOFO, the position is referred to as an Employment Navigator and is a required component of the pilot program. The Employment Navigator(s) can be employed by the grantee or by a partner organization. Applicants must commit to hiring or placing existing staff in the position of Employment Navigator and determine, based on need, how many navigators are required to effectively accomplish the project goals and outcomes. During the planning period, a staffing plan is required to include current capacity and hiring needs and a timeline for implementation.

The Employment Navigator prioritizes the jobseekers' needs, supports them to connect to appropriate employment and training services, collaborates with the workforce system to connect with employers in need of skilled workers, and ensures that referrals for services are effective for job seekers.

Responsibilities of the Employment Navigator include:

- Conduct comprehensive and trauma-informed assessments of job seekers referred from RRH/shelter to establish their employment goals.
- Work with job seekers to co-create an employment plan for reaching their goals and provide support to job seekers to follow through on their plan, secure necessary support services, persist in training or education programs (if applicable), and retain employment.
- Provide job seekers with the opportunity to connect with a full breadth of workforce organizations across the community, including connections to different service models (e.g., transitional jobs, pre-apprenticeship and apprenticeship programs, individual placement and support, employment preparation and placement, industry-specific training, etc.) supported by a variety of funding streams (e.g., WIOA, SNAP Employment and Training/SNAP to Success, TANF WorkFirst, DRS and Supported Employment, City or County workforce programs, private funding, etc.).
- Employment Navigators must have a thorough understanding of the workforce system and services in the COC area, including programs funded by public system partners. Employment services may be offered by a provider partner; however, the priority is for organizations to refer job seekers to the workforce intervention that best meets the job seeker's needs.
- Coordinate with housing case managers at the RRH program or shelter to ensure that job seekers are fully supported in reaching their employment goals and to ensure that all supportive service needs are met.

Support Strategies: The pilot program must have clear strategies that are designed to support job seekers to follow through on their employment plan, including support services, barrier reduction (as defined in Appendix A) and retention strategies, whether provided by the grantee or a partner organization through a referral and follow up process. During the planning period, the list of strategies and services should be refined, including the buildout of barrier reduction services (if applicable) as defined in Appendix A, and a process should be identified on how referrals to services will be tracked and monitored.

Applicants should determine what local resources and funding is available to complement funding through this opportunity. The following is a non-exclusive list of supports that jobseekers could need to be successful:

- Financial and/or referral assistance for transportation, child/dependent care, educational testing, employment related testing, applications and certifications, legal services, eyeglasses & protective gear, appropriate work attire, work-related tools, books, or fees associated with education or training programs, essential supplies, and background checks, and health care services (for example, immunizations, dental care, vision care, and behavioral health services)
- Assistance securing reasonable accommodations for individuals with disabilities
- Financial literacy services
- Contacting individuals or employers for employment verification
- Counseling individuals about the workplace, including the resolution of work-related problems
- Mentoring
- Peer support groups
- Referrals to digital equity resources such as low or reduced cost internet connectivity programs, devices, and digital solutions to facilitate remote work, at home learning, or communications with employers or employability service providers.

Work Readiness Strategies: The pilot program must include services that prepare individuals for job search and work. One resource for designing the pilot program's services is the Illinois Essential Employability Skills Framework: <https://www.illinoisworknet.com/News/Documents/Essential-Handout-2.pdf#>. At a minimum, pilot programs will support job seekers in conducting a job search, resume development, interviewing skills, understanding employer expectations, and using career exploration tools.

Training and Education: The pilot program must include strategies to help individuals find training or education services that support their employment and career goals. The pilot program can deliver the training or education programs or can make referrals for those services in their area. The training or education services should be outlined in an employment plan. Training and education services include the following types of programs:

- Occupational skills training prepares participants for careers that are traditionally non-academic and are directly related to a specific trade, occupation or vocational skills leading to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels.
- Entrepreneurial training prepares entrepreneurs to either start a small business or expand an existing business, usually through the development of a business plan.
- Adult education includes GED or high school completion programs, English language learning, and integrated education and training programs. Adult education services can be provided as part of work-based learning or occupational skills training.
- Pre-apprenticeship is a program designed to prepare individuals to enter and succeed in a registered apprenticeship program.
- Apprenticeship is an employer-driven model that combines training and work. (See: <https://www.dol.gov/general/topic/training/apprenticeship>)
- Work experiences or internships are planned, structured learning experiences that take place in a workplace for a limited period. Work experiences or internships may be paid or unpaid, as appropriate, and consistent with other laws, such as the Fair Labor Standards Act.
- Transitional jobs are time-limited, wage-paid work experiences that are subsidized up to 100 percent. These jobs can be in the public, private, or nonprofit sectors. Transitional jobs provide individuals with work experience and an opportunity to develop important workplace skills within the context of an employee-employer relationship, in which the program provider generally acts as the employer, and with an opportunity to develop important workplace skills.
- On the Job Training (OJT) reimburses employers to help compensate for the costs associated with skills upgrade training for newly hired employees and the lost production of current employees providing the training (including management staff). OJT training can assist

employers who are looking to expand their businesses and who need additional staff trained with specialized skills. OJT employers may receive up to 75% reimbursement of the wage rate of OJT trainees to help defray personnel training costs. (See Appendix A for expanded definition)

Equity-Focused Program Culture: Applicants must demonstrate how the program will increase participants' access, enrollment, completion, and retention. The application must outline how it will address industry barriers for target populations in hiring, advancement, retention, and earning through program models, partnerships, recruitment, and barrier-reducing services. Competitive applications will explain how the program develops digital skills aligned with the targeted industry/industries, including digital literacy, confidence, competence, use, and advanced skills. Finally, applicants must outline strategies for fostering a shared identity in the program and a welcoming, inclusive environment. The focus on equity should be evident in all aspects of program design and partnerships, including successful transition and retention.

Grantee participation in learning activities: Pilot programs will participate in learning activities during the grant period, including working with the Home Illinois technical assistance team; participating in evaluation meetings to identify learnings, opportunities for program replication, and next steps for improving employment opportunities for people experiencing homelessness; and providing information through a data system to track program outcomes.

Pilot projects can include up to six months of planning during which time the required partners can build out program components, hire staff, and secure additional recommended partners. An implementation phase will follow and run for 18 months with renewals available based on performance and funding.

Program History

In 2021, the legislature updated JTED to address the current economic environment due to the impact of COVID-19. The revised legislation and subsequent rules define "Target Population" as persons who are unemployed, under-employed, or under-represented that have one or more barriers to employment as defined for "individual with a barrier to employment" in the federal Workforce Innovation and Opportunity Act ("WIOA"), 29 U.S.C. 3102(24) [20 ILCS 605/605-415(b)] as set forth in the applicable NOFO. If set forth in the applicable NOFO, a "barrier to employment" may include individuals who reside in or receive services in a qualified census tract or a disproportionately impacted area, or who have experienced negative economic or public health impacts resulting from the COVID-19 pandemic.

According to Home Illinois: Illinois' Plan to Prevent and End Homelessness, on any given night in Illinois, an estimated 10,431 people are living in shelters and transitional housing programs, in parks and abandoned buildings, in cars and in barns. In addition to Illinois residents who are experiencing literal homelessness, tens of thousands of Illinois families live temporarily and unstably with family and friends. During the 2020 school year, over 41,514 children from pre-kindergarten to seniors in high school lived unstably with family and friends. Other families live on the brink of homelessness, a step away from an eviction notice, due to the loss of income or the tragic loss of a family member.

Home Illinois: Illinois' Plan to Prevent and End Homelessness, sets the foundational vision to end homelessness in the state. Through both established and new innovative strategies, Illinois residents, community agencies and state government will work together to prevent entries into shelter. When literal homelessness does occur, the experience will be rare, brief and a one-time occurrence.

This NOFO will address the needs of a specific sub-population of the JTED "target population": individuals experiencing homelessness. **"Eligible Program Participants"** are defined as under-represented individuals experiencing homelessness that reside in shelters or who participate in a Rapid Re-housing (RRH) Program as defined in Appendix A.

Performance Goals and Measures

Project goals and outcomes must be included in the proposal. Agreed-upon goals and outcomes will be tracked utilizing project management tools in the *Illinois workNet.com* workforce portal. Competitive

applications will clearly articulate how the activities funded under this NOFO support the negotiated goals and will result in positive outcomes. Note that grant funds should not supplant or replace the applicant's current operations.

Under this NOFO, an evaluation will be conducted to determine the impact of projects and best methods utilized for successful results. The intent of the evaluation is to set standards and best practices that can be utilized in the future buildout of projects.

1. Performance Goals and Metrics

Grant reviewers will be looking for the following goals and pilot programs will be expected to report on the following:

- Number of referrals to the Home Illinois Workforce pilot program
- Number of individuals enrolled in the Home Illinois Workforce pilot program
- Number of individuals referred to a training or education program
- Number of individuals completing a training or education program
- Number of individuals obtaining a credential(s)
- Number of individuals placed in unsubsidized employment
- Wages at placement in unsubsidized employment
- Housing status at referral to Home Illinois Workforce pilot program and housing status 3 months and 6 months after the last program service
- Meaningful retention measures: Pilot programs will work with DCEO to determine other measures of success and retention measures that they will be expected to report.

Participation in the Home Illinois learning community may include reporting of other pilot program qualitative or quantitative information.

2. Performance Standards

Applicants will be required to project the planned and actual performance goals and metrics. The final performance standards will be negotiated by the Department and the grantee.

3. Performance Reports

The Department requires applicants to report on elements including targeted communities, target participant demographics, service, and outcomes. Reporting elements will be available through Illinois workNet system.

Other Information

Documenting Program Partners with Memorandums of Understanding (MOU)

All applicants must include letters of commitment with all partners participating in this project and must submit robust Memorandums of Understanding (MOU) with applicable partners after the planning period. If MOUs are established at the time of application, they can be submitted instead of the commitment letter. MOUs must clearly outline the roles and responsibilities of each partner and list their funding contribution. Projects establishing an MOU with Eligible Training Providers should include details regarding the training program, including the length, location, class size, cost, and other important information. MOUs must be developed and signed no earlier than the NOFO release date. Please review the sample MOUs available as a resource at <https://www.illinoisworknet.com/homeil>.

B. Funding Information

This grant program is utilizing State of Illinois General Revenue Funds appropriated by the General Assembly in the State Fiscal Year 2024 budget. Total amount of funding expected to be awarded through this NOFO is \$5,000,000. Awards will range from \$1,000,000 to \$2,000,000. The Department expects to make 3-5 awards through this NOFO.

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Anticipated start date for awards is July 1, 2024. The period of performance is expected to be July 1, 2024 through June 30, 2026, which includes a planning period not to exceed six months.

Allowable Costs

Grant expenditures must comply with the Uniform Guidance (2 CFR 200), the JTED Act (20 ILCS 605/605-415) and JTED Rules (56 Ill. Admin. Code Part 2660) and must be reasonable and necessary and support one of the allowable grant activities set forth in 56 Ill. Admin. Code 2660.40. The allowable grant costs are listed below:

- Expenses for the design of curricula and related materials for training programs designed for individuals in the target population to prepare them to meet identified skilled labor shortages;
- Expenses for the delivery of the industry-linked training and work-based learning to unemployed, underemployed, and under-represented persons and placement of program completers into jobs in the target industries;
- Expenses for ongoing coordination of the Eligible Training Provider partners;
- Expenses for the design and implementation of a needs assessment to determine the education and training needs of the target population relative to the skill needs of local industries;
- Expenses for career planning activities that provide one-on-one staff assistance and career counseling as defined under “Program Services”;
- Expenses to provide industry-linked skill training and work-based learning to individuals in the target population (e.g., instructor costs and curriculum materials);
- Program participant wages in work-based learning;
- Expenses to provide supportive services and barrier reduction services to individuals to alleviate circumstances that make it challenging for the individuals to participate in the program;
- Expenses for the ongoing evaluation and refinement of the curricula and related materials;
- Expenses incurred to meet grant administration requirements; and
- Any other costs determined to be reasonable and necessary to carry out the grant program activities as permitted and approved by the Department.

Pre-award and Application Costs: Pre-award costs are incurred at the applicant’s own risk and will not be funded if an award is not made. Pre-award costs for services in anticipation of an award may be allocable, where necessary for the efficient and timely performance of the program and are subject to 2 CFR 200.458 and, where permitted, in the final executed grant agreement. To be accepted, proof of services must meet the guidelines and requirements outlined within this NOFO and GATA (See 30 ILCS 708/125 - <https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=3559>). Costs associated with the development of a proposal are not allowed.

Grant Award and Payment Terms

Successful applicants will be invited to negotiate a grant with the Department. The executed grant agreement will specify conditions for payment and a payment schedule. In general, grantees will receive payments on a reimbursement basis and may be subject to proration dependent upon the grantee meeting performance targets. Each grant will have enrollment and outcome goals specific to the types of projects funded. Penalties for missing performance targets may be applied at the Department’s discretion.

Award Term The grant term/performance period is determined on a project-specific basis. It is anticipated that most grants will be awarded for 24 months.

Grant Extensions

The Department may authorize the extension of projects awarded under this NOFO including additional funding based on the activities, outcomes, and performance of the grant as well as the availability of funds under the Job Training and Economic Development Grant Program.

The release of this NOFO does not obligate the Department to make an award.

C. Eligibility Information

An entity must be registered in the Grant Accountability and Transparency Act (GATA) Grantee Portal, <https://grants.illinois.gov/portal/>, at the time of grant application. The portal will verify that the entity:

- Has a valid FEIN number (<https://www.irs.gov/individuals/international-taxpayers/taxpayer-identification-numbers-tin#:~:text=You%20can%20use%20the%20IRS%27s,for%20Individual%20Taxpayer%20Identification%20Number>);
- Has a current SAM.gov registration (<https://sam.gov>), SAM.gov registrations must be marked as “public” to allow the GATA Grantee Portal to expedite the review of the federal information;
- Has a valid UEI number (<https://sam.gov>);
- Is not on the Federal Excluded Parties List (verified at <https://sam.gov>);
- Is in Good Standing with the Illinois Secretary of State, as applicable (https://www.cyberdriveillinois.com/departments/business_services/corp.html);
- Is not on the Illinois Stop Payment list (verified once entity is registered in GATA Grantee Portal); and
- Is not on the Department of Healthcare and Family Services Provider Sanctions list (<https://www.illinois.gov/hfs/oig/Pages/SanctionsList.aspx>).

Entities on the Illinois Stop Payment List and/or the Federal Excluded Parties List at time of application submission will not be considered for an award.

An automated email notification to the entity alerts them of “qualified” status or informs how to remediate a negative verification (e.g., not in good standing with the Secretary of State). A federal Debarred and Suspended status cannot be remediated.

Pursuant to the policy of the Illinois Office of the Comptroller, to receive grant funds from the State of Illinois, a grantee must be considered a regarded entity by the IRS for federal income tax purposes. Disregarded entities will not be eligible to receive grant funds.

1. Eligible Applicants include:

Entities eligible to apply for a grant award under this NOFO must be either:

1. (A) the lead entity of the Continuum of Care (COC) organizations, including private nonprofit organizations (which may include a faith-based organization). Note: WIOA administrative entities that are government entities are eligible to apply. Note: COC's that are governmental units are ineligible to apply as a lead applicant; or
2. (B) federal Workforce Innovation and Opportunity Act (WIOA) administrative entities (Local Workforce Innovation Area grantees of the Department). Note: WIOA administrative entities that are government entities are eligible to apply.

All lead applicants must have demonstrated expertise and effectiveness in administering workforce development programs [20 ILCS 605/605-415(b)] or have a partnership with an entity that possesses this experience.

The Department complies with all applicable provisions of state and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: The Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), The Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.), The United States Civil Rights Act of 1964 (as amended) (42 USC 2000a-and 2000H-6), Section 504 of the Rehabilitation Act of 1973

(29 USC 794), The Americans with Disabilities Act of 1990 (42 USC 12101 et seq.), and The Age Discrimination Act (42 USC 6101 et seq.).

2. Cost Sharing or Matching.

Matching funds are not required however, applicants that propose matching funds will be provided more points as a part of the merit review of the application.

3. Indirect Cost Rate.

In order to charge indirect costs to a grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs:

a) Federally Negotiated Rate. Organizations that receive direct federal funding, may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate. The organization must provide a copy of the federally NICRA.

b) State Negotiated Rate. The organization may negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate. If an organization has not previously established an indirect cost rate, an indirect cost rate proposal must be submitted through State of Illinois' centralized indirect cost rate system no later than three months after receipt of a Notice of State Award (NOSA). If an organization previously established an indirect cost rate, the organization must annually submit a new indirect cost proposal through CARS within six to nine months after the close of the grantee's fiscal year, depending on the grantee's audit type requirements.

c) De Minimis Rate. An organization may elect a de minimis rate of 10% of modified total direct cost (MTDC). Once established, the De Minimis Rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the De Minimis Rate.

All grantees must complete an indirect cost rate negotiation or elect the De Minimis Rate to claim indirect costs. Indirect costs claimed without a negotiated rate or a De Minimis Rate election on record in the State of Illinois' centralized indirect cost rate system may be subject to disallowance.

Grantees have discretion and can elect to waive payment for indirect costs. Grantees that elect to waive payments for indirect costs cannot be reimbursed for indirect costs. The organization must record an election to "Waive Indirect Costs" into the State of Illinois' centralized indirect cost rate system.

State Universities may request an indirect cost rate of 10% due to the State of Illinois' continuous funding of a portion of facility and administrative costs.

Administrative Costs: It is expected that administrative costs, both direct and indirect, will represent a reasonable and necessary portion of the program budget. Program budgets and narratives will detail how all proposed expenditures are directly necessary for program implementation and will distinguish between direct/indirect administrative and direct/indirect program costs.

4. Freedom of Information Act/Confidential Information.

Applications and accompanying materials are subject to disclosure in response to requests received under provisions of the Freedom of Information Act (5 ILCS 140/1 et seq.). Information that could be proprietary, privileged, or confidential commercial or financial information should be clearly identified as such in the application materials. The Department will maintain the confidentiality of that information only to the extent permitted by law.

5. Other, if applicable.

Program Eligibility Criteria: All grant applicants must follow the program design and approaches outlined in this NOFO. Eligible program participants must meet criteria established in the NOFO.

Additional Program Requirements: All applicants must comply with, or agree to comply with, all applicable federal and state laws and related regulations to be considered for an award. This includes, but is not limited to:

- JTED Act, 20 ILCS 605/605-415 and JTED Rules at 56 Ill. Admin. Code 2660.
- Uniform Administrative Requirements found at 2 CFR Part 200.

Freedom of Information Act/Confidential Information: Applications are subject to disclosure in response to requests received under provisions of the Freedom of Information Act (5 ILCS 140/1 et seq.). Information that could be proprietary, privileged, or confidential commercial or financial information should be identified as such in the application. The Department will maintain the confidentiality of that information only to the extent permitted by law.

Applicant Rights: Submission of an application confers no right to an award or to a subsequent grant agreement. The Department is not obligated to award any grants under this program, to pay any costs incurred by the applicant in the preparation and submission of an application or pay any grant-related costs incurred prior to the grant beginning date. Applicants may utilize the appeal process as stated in the Merit-Based Review Policy available in the Resource Library at www.grants.illinois.gov.

Applicants may submit one application for this opportunity.

D. Application and Submission Information

1. Address to Request Application Package.

Grant application forms are available at the web link provided in the “Grant Application Link” field of this announcement or by contacting the Program Manager:

Tammy Stone
Illinois Department of Commerce & Economic Opportunity
Springfield, IL 62701
Phone: 217-986-6030
Email: Tammy.Stone@illinois.gov

2. Content and Form of Application Submission.

A standard application package must be submitted to and reviewed by DCEO. Each package must contain the following items:

- Uniform Grant Application in fillable PDF format. Signature page must be printed, signed, scanned and submitted with application.
- Uniform Budget utilizing the template provided by DCEO for this project. The entire budget with all worksheets included even if the worksheets are not relevant to the grant opportunity must be submitted with the application materials. Signature page must be printed, signed, scanned and submitted with application.
- Conflict of Interest Disclosure
- Mandatory Disclosures

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This Notice of Funding Opportunity also requires the **submission of the following other programmatic specific items as part of the program application:**

- Home Illinois Workforce Pilot NOFO Application
- Letters of Commitment or MOU(s) with partners participating in this project.
NOTE: Project MOUs are not required at submission of the application and can be developed during the planning period. However, letters of commitment or detailed information in the application that defines roles and responsibilities of all partners is required at submission of the application.

Please note there is a maximum upload of 10 documents in the web form that you submit the application, so combining files may be necessary.

3. Unique Entity Identifier (UEI) and System for Award Management (SAM).

Each applicant (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR 25.110(d)) is required to:

- (i) Be registered in SAM. To establish a SAM registration, go to www.SAM.gov and/or utilize this instructional link: How to Register in SAM from the www.grants.illinois.gov Resource Links tab. SAM.gov registrations must be “public.”
- (ii) Provide a valid UEI number in the GATA Grantee Portal registration.
- (iii) Continue to maintain an active SAM registration with current information at all times during which it has an active Federal, Federal pass-through or State award or an application or plan under consideration by a Federal or State awarding agency. The Department will not make a Federal pass-through or State award to an applicant until the applicant has complied with all applicable UEI and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Department is ready to make a Federal pass-through or State award, the Department may determine that the applicant is not qualified to receive a Federal pass-through or State award and use that determination as a basis for making a Federal pass-through or State award to another applicant.

4. Submission Dates and Times.

Applications for this opportunity that are included in first round of reviews must be submitted by 5:00 PM CST on Friday, May 3rd, 2024. After this date the Department may accept applications on a rolling first come first served basis through December 31, 2024 or until the of all of the grant funds available for this program have been awarded.

Application materials must be submitted to the Department via electronic form at <https://app.smartsheet.com/b/form/fe2345eeefed4795ab7e847019c1fc98>

The Department is under no obligation to review applications that do not comply with the above requirements. Failure to meet the application deadline may result in the Department returning application without review or may preclude the Department from making the award.

5. Intergovernmental Review, if applicable.

N/A

6. Funding Restrictions.

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This opportunity does allow reimbursement of pre-award costs. Other restrictions can be found in Sections A., B., and C.

7. Other Submission Requirements.

Documents stored in Google Docs or other cloud-based servers are not allowed.

Applicants may confirm receipt of the application and documents by contacting the program contact listed in this NOFO.

E. Application Review Information

1. Criteria.

Grant proposals will be reviewed on a competitive basis. Each proposal will be scored on a 100-point scale. The Department shall consider the following criteria when evaluating the application submittal: Capacity, Need, Program Plan, and Budget. Each section lists the evaluating criteria and provides a description of what will be evaluated for each section. The application correlates with the criteria.

REVIEW CRITERIA FOR HOME ILLINOIS GRANT PROGRAM:

<p>Section 1: Capacity <i>The applicant must be an Eligible Entity as defined in this NOFO and must provide evidence of their capacity to establish relationships with the required and recommended partners to develop a pilot project serving homeless individuals who reside in shelters or are participating in a Rapid Re-housing (RRH) Program. This includes identifying the expertise of staff and subcontracted personnel and demonstrating their ability to implement the program. Applicant must demonstrate the ability to administer publicly funded programs that include relationships with key stakeholders. Stakeholders include eligible training providers, social service agencies, and community-based organizations that will influence the training and wraparound services for a holistic service approach.</i></p>	<p>Possible Points 25</p>
<p>Assess the lead applicant organization’s size, structure, and history. Assess the organizations that will be partners, subcontractors, or sub-recipients for the project.</p>	<p>5</p>
<p>Assess the applicant’s capacity to provide services outlined in the NOFO and successfully complete the project tasks within the proposed grant period. This includes the applicant’s experience in working with businesses and employers, the applicant-related experience in working with the target population, and the applicant’s related experience in working with eligible training providers and/or partners to administer similar grants and projects.</p>	<p>5</p>
<p>Assess the list of the key staff, including subcontractor personnel, to be assigned to the project. This includes a review of the applicant’s description of each staff person or instructor’s role and the percentage of time they will allot to the project. Review the staffing plan, including the applicant’s required partners and other key partners that are critical to the success of the project and long-term sustainability of the program. This includes the partner, contractor information, and the roles and responsibilities between each team member. This also includes a review of the partner roles and responsibilities.</p>	<p>5</p>
<p>Assess the applicant’s and partners performance in administering similar grants and projects. This includes a review of the details in the grant history chart for all workforce grants received within the past three years.</p>	<p>5</p>
<p>Assess the information demonstrating the applicant team’s experience with and ability to use an equity lens. An equity lens is a process that analyzes the impact of policies and practices on marginalized communities to inform and ensure equitable outcomes. Assess if the evidence that equity is embedded in all aspects of program design and partnerships, including successful transition and retention.</p>	<p>5</p>
<p>Section 2: Need <i>The aftermath of the pandemic has had a significant impact on the number of individuals experiencing housing insecurity. This NOFO addresses the needs of a specific sub-population of the JTED “target population”: Individuals experiencing homelessness. Applicants must identify the geographic area served and the number of individuals served by shelters</i></p>	<p>Possible Points 15</p>

<i>and other housing programs in this area. Include the analysis of data that determined the needs of employers, businesses and individuals served under this program, including barriers to employment. Include the impact the program will have on meeting those needs.</i>	
Assess how the applicant provides relevant quantitative and qualitative data of the target population in the area, including: numbers of individuals served by shelters, RRH, other housing programs; recent point-in-time count data; available demographic information (for example: age, gender, race, ethnicity; disability, veterans, etc.); and information about employment, skills, and education of the target population.	5
Assess how the applicant provides relevant quantitative and qualitative data about the labor market conditions in the area, including unemployment and employment rates; job openings and projections; and any information documenting gaps in workforce and related services needed by the target population.	5
Assess how the applicant identifies the needs of the target population including barriers to employment and how participation in the pilot will result in improved financial stability of individuals and their ability to afford permanent housing in their community.	5
Section 3: Quality of Program Plan <i>The program plan section of the application template includes overall operational components. In the application template, applicants will provide a high-level program summary. The summary needs to be comprehensive but concise and should be written so the public can understand the program's intent. Applicants must include strategies for outreach, partnerships, and prior learning assessment plans.</i>	Possible Points 45
Partnerships:	15
Assess the applicant's commitment to partnerships. that are required between the lead agency of the Continuum of Care(s) and the LWIA(s), and one or more organizations that operate a RRH program or shelter in the area through detailed information in the application or a commitment letter that expresses the intent to develop a robust MOU during a planning period.	5
Assess how the application details the roles and responsibilities, timelines, processes, and how the entities will share responsibility for success and sustainability of the pilot program.	5
Assess if partnerships are established with other organizations that are necessary for the success of the program, including community-based organizations that provide additional support or services or with eligible training providers. Assess how the application details this information in the application narrative and in the Partner Roles and Responsibility form.	5
Employment Navigation:	10
Assess the applicant's commitment to hiring or placing at least one dedicated staff person with the responsibility of the navigator function described in the NOFO to support individuals to find appropriate work readiness, training and/or support services.	5
Assess the applicant's experience with using human-centered practices in their programs, including practices that are specifically relevant for the individuals and community that they serve. Additionally, assess whether the applicant has demonstrated experience using trauma-informed practices in their programs, including providing regular training in those practices for staff delivering services.	5
Support Strategies:	10
Assess if the project has clear strategies that are designed to support job seekers, including support services and retention strategies, whether provided by the grantee or a partner organization.	5
Assess the local resources and funding available to complement this program.	5
Work Readiness Strategies:	5
Assess how the applicant's program includes services that prepare individuals for job search and work. At a minimum, the program supports job seekers in conducting a job search, resume development, interviewing skills, understanding employer expectations, and using career exploration tools.	5
Training and Education:	5

Assess how the applicant's program includes strategies to help individuals find training or education services that support their employment and career goals either through the pilot program or through referrals. Determine if the training or education services are outlined in an employment plan.	5
Section 4: Budget <i>Applicants must provide a high-level budget narrative, including an analysis of the cost efficiency in relationship to planned outcomes. This will correlate with the narrative in the budget template detailing each line-item cost. Describe any leveraged and matching funds from partners and participating businesses. Describe how this project will be sustained beyond the grant funding period.</i>	Possible Points 15
Assess the proposed program expenses, including justification of the main budget items and an analysis of the cost efficiency and reasonableness of costs related to planned outcomes and proposed activities. This assessment includes information regarding any subcontracts or partner agreements that will be funded under this grant. This includes a review of the description of the services, the amount and the location of the services.	5
Assess the quality of the detailed information for each line item. (Review the Excel budget and narrative for each line item.)	5
Assess how any programs, services, and partnerships will be leveraged to improve the program's cost-effectiveness, return on investment, and long-term sustainability. Assess any leveraged/matching funds, including the amount, from workforce partners, participating businesses, and others.	5

2. Review and Selection Process.

Applications will be graded using the Merit Review Process and scored on the criteria specified in Section E.1. The Department will designate an Evaluation Committee to grade each application received for this funding opportunity. The final score of each Committee member will be calculated and an average of all scores will be the final applicant score. Grants will be awarded based on the evaluation committee *merit review* of the applications, and development of a funding recommendation. Decisions to award grants and the funding levels will be determined based on the applicant's response and compliance with the requirements of this NOFO. Selected applications will enter negotiations with the Department for a grant. The purpose of negotiations will be to arrive at acceptable grant terms, including budget and scope of work revisions, at which time the final decision to make a grant award will be made.

The Department reserves the right to request additional information from applicants for evaluation purposes. At its sole discretion, the Department reserves the right to reject all applications, reject individual applications for failure to meet any requirement, and award in part or total.

The Merit Based Review process is subject to appeal. However, competitive grant appeals are limited to the evaluation process. Evaluation scores may not be protested. Only the evaluation process is subject to appeal. The appeal must be submitted in writing to the Department within 14 calendar days after the date that the grant award notice has been published. The written appeal shall include the name and address of the appealing party, the identification of the grant and a statement of reasons for the appeal. To file an appeal, applicants must submit the appeal in writing and in accordance with the Merit-Based Application Review Appeals Process listed on the Grant Opportunities page of the DCEO website:
<https://dceo.illinois.gov/aboutdceo/grantopportunities/meritappeal.html>.

3. Anticipated Announcement and State Award Dates, if applicable.

After the application period is closed, the Department will conduct a merit based review of eligible applications. Successful applicants will receive a Notice of State Award (NOSA) to initiate the grant agreement phase. During this phase, you will be contacted by a grant manager to develop a grant agreement, which can be a months long process depending on complexity, cooperation, and conformity with all applicable federal and state laws.

The Department reserves the right to issue a reduced award, or not to issue any award.

F. Award Administration Information

1. State Award Notices.

The Notice of State Award (NOSA) will specify the funding terms and specific conditions resulting from the pre-award risk assessments and the merit-based review process. The NOSA must be accepted in the GATA Portal by an authorized representative of the grantee organization. The NOSA is not an authorization to begin performance or incur costs.

2. Administrative and National Policy Requirements.

Subrecipients and Subcontractors: Agreement(s) and budget(s) with subrecipients and subcontractors must be pre-approved by and on file with DCEO. Agreements can be submitted to DCEO when available. Subcontractors and subrecipients are subject to all applicable provisions of the Agreement(s) executed between DCEO and the grantee. The successful applicant shall retain sole responsibility for the performance of its subrecipient(s) and/or subcontractor(s).

Grant Uniform Requirements: The Grant Accountability and Transparency Act (30 ILCS 708/1 *et seq.*) (and its related administrative rules, 44 Ill. Admin. Code Part 7000), was enacted to increase the accountability and transparency in the use of grant funds from whatever source and to reduce administrative burdens on both State agencies and grantees by adopting federal guidance and regulations applicable to those grant funds; specifically, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200).

Procurement: Grantees will be required to adhere to methods of procurement per the Procurement Standards (2 CFR 200.317 – 2 CFR 200.327).

3. Reporting.

Periodic Performance Report (PPR) and Periodic Financial Report (PFR)

Grantees funded through this NOFO are required to submit in the format required by the Grantor, at least on a quarterly basis, the PPR and PFR electronically to their assigned grant manager. The first of such reports shall cover the first three months after the award begins. Pursuant to 2 CFR 200.328, Periodic Financial Reports shall be submitted no later than 30 calendar days following the period covered by the report. Pursuant to 2 CFR 200.329, Periodic Performance Reports shall be submitted no later than 30 calendar days following the period covered by the report. Any additional reporting requirements will be disclosed in the NOSA. Grantees are required within 45 calendar days following the end of the period of performance to submit a final closeout report in the format required by the Grantor (See 2 CFR 200.344).

Monitoring

Grantees funded through this NOFO are subject to fiscal and programmatic monitoring visits by the Department in accordance with 2 CFR 200.337. They must have an open-door policy allowing periodic visits by Department monitors to evaluate the progress of the project and provide documentation upon request of the monitor. Program staff will also maintain contact with participants and monitor progress and performance of the contracts. The Department may modify grants based on performance.

Audit

Grantees shall be subject to Illinois' statewide Audit Report Review requirements. Terms of the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and

the audit rules set forth under the Grant Accountability and Transparency Act shall apply (See 30 ILCS 708/65(c)).

Reporting

Grantees will be required to document the participant enrollments and the services that are provided to every participant served under this grant within 10 days of providing the service in the Illinois workNet.com portal. Grantees are also required to report the program outcomes within 10 days of the outcome. The Department will use the “real-time” participant data to obtain information for reporting purposes.

- a. **Project Reporting:** Grantees will be required to submit regular reports to document the progress of the project as part of the grant requirements. These reports include, but are not limited to, the following:
 - o Participant level information including services, outcomes, and demographic information available through the Illinois workNet™, or other reporting processes as directed by the Illinois Department of Commerce.
 - o A final narrative assessment of project outcomes that identifies promising practices and lessons learned to inform future workforce program implementation efforts.
 - o Other reporting deemed necessary by the Illinois Department of Commerce.
 - o Evaluation of all projects is required.

- b. **Success Story Submission in Illinois workNet:** Grantees are required to submit written testimonials for program participant successes published on Illinois workNet to show how programs are making a difference in people’s lives. It is above and beyond a list of events or activities and describes a positive significant and noteworthy change to the participant. It should show how participating with the program is making Illinois a better place to live – for individuals, families, organizations, businesses, and communities.
<https://www.illinoisworknet.com/UpdatesHelp/Pages/SuccessStories.aspx>

G. State Awarding Agency Contact(s)

Grant Help Desk
Illinois Department of Commerce & Economic Opportunity
Email: CEO.GrantHelp@illinois.gov

H. Other Information, if applicable

Resources: Below are items that applicants should familiarize themselves with to understand the application’s requirements.

- Home Illinois’ Plan to Prevent and End Homelessness (The Plan)
https://www.dhs.state.il.us/OneNetLibrary/27897/documents/AnnualRpts/Annual.Report.Home.Illinois.12.01.22_D2.pdf
- State of Illinois Unified Workforce Plan <https://www.illinoisworknet.com/wioastateplan>
- WIOA Regional/Local Plans by Economic Development Region
https://www.illinoisworknet.com/WIOA/RegPlanning/Pages/Plans_MOUs_Dashboard.aspx

Additional Assessments: DCEO will complete a programmatic risk assessment to consider grant-specific risks. This assessment will be administered towards the end of the application process. Program staff will then determine whether any risk-based conditions from the programmatic risk assessment and the internal controls questionnaire (completed as part of the State of Illinois GATA registration) shall be incorporated into a grant Agreement.

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Technical Assistance: Before applying for funding, several Technical Assistance (T.A.) sessions will be available on various topics, including Grant Writing, Business Engagement, Career Pathways, Equity, Partnerships and other topics. All applicants are encouraged to attend the sessions. The information for T.A. sessions will be posted at <https://www.illinoisworknet.com/homeil>

Once a grant is established, participation in T.A. is required and will be provided throughout the grant period (in the form of webinars, regional meetings, and direct support). The T.A. schedule will be available and regularly updated on the JTED site at <https://www.illinoisworknet.com/homeil>. Successful applicants must agree to receive consultation technical assistance from authorized representatives of the Department. The applicant and collaborating partners will have required site visits, training, and in-person interviews. Successful applicants must attend webinars and training as scheduled and provided by the Department or a subcontractor of the Department and must budget accordingly.

Illinois Home Program Development and Capacity Building: The Department welcomes written feedback regarding the effectiveness of the program design and the requirements outlined in this NOFO. Please address all feedback to:

JTED Program Grant Manager
Illinois Department of Commerce & Economic Opportunity
Email: ceo.wd.policyandgrants@illinois.gov

Appendix A - Definitions

This appendix includes definitions from the JTED rules and definitions that apply to the Home Illinois Program.

"Barrier Reduction Funding" means flexible funding through a complementary grant agreement, contract, or budgetary line to increase family stability and job retention by covering accumulated emergency costs for basic needs, such as housing-related expenses (rent, utilities, etc.), transportation, child care, digital technology needs, education needs, mental health services, substance abuse services, income support, and work-related supplies that are not typically covered by programmatic supportive services. [20 ILCS 605/605-415(b)] and meets the requirement outline in 2660.80 in the JTED rules.

"Complementary workforce or job training grant award or contract" means a grant or contract award that provides workforce or job training services and is awarded to an eligible barrier reduction funding recipient, other than through the Program.

"Continuums of Care" means the persons and agencies working together to end homelessness in a local community. CoCs are funded by HUD and primarily focus on serving households who meet the HUD definition of literal homelessness. There are 19 CoCs in Illinois. The CoC serves as the local homelessness policy and planning body. CoCs submit a consolidated funding application to HUD to support local homeless outreach, shelter and housing program. CoCs manage the data system that tracks household participation in shelter, outreach and housing systems called the Homeless Management Information System (HMIS). Although every CoC is required to operate a HMIS system, each community has their own HMIS system and may use different vendors.

"COVID-19" means the novel coronavirus disease deemed COVID-19 by the World Health Organization on February 11, 2020.

"Department" means the Department of Commerce and Economic Opportunity.

"Department's 5-year Economic Plan" means the current strategic economic development plan for the State developed by the Department, including any annual modifications thereto, pursuant to 20 ILCS 605/605-300.

"Disproportionately impacted area" means those ZIP Codes most severely affected by the COVID-19 pandemic, to be determined based on positive COVID-19 case per capita rates, and that meet at least one of the following poverty-related criteria relative to other ZIP Codes within that region: WIOA QCT-DIA Map (<https://www.illinoisworknet.com/qctdiamap>).

- share of population consisting of children ages 6 to 17 in households with income less than 125% of the federal poverty level (FPL);
- share of population consisting of adults over age 64 in households with income less than 200% FPL;
- share of population in household with income less than 150% FPL; or
- share of population consisting of children ages 5 and under in households with income less than 185% FPL.

"Economic development organizations" means local planning or community development organizations and other local organizations and institutions responsible for promoting or assisting in local economic development.

"Eligible Entities" means under this NOFO entities that are eligible to apply for a grant award must be either:

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1. The lead entity of a COC organization, including private nonprofit organizations (which may include a faith-based organization); Note: COC's that are government entities are NOT eligible to apply as the lead applicant; or
2. A federal Workforce Innovation and Opportunity Act ("WIOA") administrative entity (Local Workforce Innovation Area). Note: WIOA administrative entities that are government entities are eligible to apply.

All applicants must demonstrate expertise and effectiveness in administering workforce development programs [20 ILCS 605/605-415(b)] or have a partnership with an entity that possesses this experience.

"Eligible Training Provider" means an organization (e.g., public or private college or university, an industry association, registered apprenticeship program, a community-based organization) that is approved to provide training services by the appropriate accrediting body. [20 ILCS 605/605-415(b)] *NOTE: Training providers must comply with the Illinois Private Business and Vocation Schools Act (105 ILCS 426) as applicable (<https://www.ibhe.org/pbvfaq.html>).

"Eligible Program Participants" means individuals experiencing homelessness that reside in shelters or who participate in a Rapid Re-housing (RRH) Program as defined in Appendix A and meet the criteria of under-employed, unemployed, or under-represented.

"GATA" means the Grant Accountability and Transparency Act [30 ILCS 708].

"Grant" means a grant issued under the Job Training and Economic Development Grant Program established at 20 ILCS 605/605-415.

"Grantee" means any applicant for a grant award under this program whose proposal is funded by the Department.

"Homeless" means a person that lacks a fixed and regular nighttime residence or if their main nighttime residence is:

- a supervised shelter that provides temporary accommodations; or
- a halfway house or similar facility that provides temporary residence for persons intended to be institutionalized; or
- a place not normally recognized as a place to sleep (a hallway, bus station, library, car, etc.); or
- a temporary stay in the residence of another person. Persons are considered homeless for no more than 90 days when they are residing temporarily in the home of another person.

"Human-Centered Practices " means problem-solving technique that puts real people at the center of the development process, enabling you to create products and services that resonate and are tailored to your audience's needs. The goal is to keep users' wants, pain points, and preferences front of mind during every phase of the process.

"Local" means an economically integrated geographic area where individuals can reside and find employment within a reasonable distance for that area or can readily change employment without changing their place of residence.

"Local level plans" means the portions of the current WIOA regional level plans developed with respect to the corresponding local area within the region, and any regionwide provision of that plan that impacts or relates to the local area.

"Local Workforce Innovation Areas" means the areas designated by the State under WIOA (29 USC 3121).

"Local Workforce Innovation Boards" means the area boards established under WIOA (29 USC 3122) that carries out the designated functions for the applicable Local Workforce Innovation Area.

"Low-income individual" means an individual who: receives, or in the past 12 months has received, or is a member of a family household that is receiving or in the past 12 months has received, assistance through:

- Children's Health Insurance Program (CHIP);
- Childcare Subsidies through the Child Care and Development Fund (CCDF) Program;
- Medicaid;
- National Housing Trust Fund (HTF), for affordable housing programs only;
- Home Investment Partnerships Program (HOME), for affordable housing programs only;
- Temporary Assistance for Needy Families (TANF);
- Supplemental Nutrition Assistance Program (SNAP);
- Free and Reduced-Price Lunch (NSLP) and/or School Breakfast (SBP) programs;
- Medicare Part D Low-income Subsidies;
- Supplemental Security Income (SSI);
- Head Start and/or Early Head Start;
- Special Supplemental Nutrition Program for Women, Infants, and Children (WIC);
- Section 8 Vouchers;
- Low-Income Home Energy Assistance Program (LIHEAP); or
- Pell Grants; or
- Has income that is at or below 185 percent of the Federal Poverty Guidelines (FPG) for the size of their household based on the most recently published poverty guidelines by the U.S. Department of Health and Human Services (HHS); OR
- Has income at or below 40 percent of the Area Median Income for its county and size of household based on data published most recently by the Department of House and Urban Development (HUD).

"Lower living standard income level" means that income level (adjusted for regional, metropolitan, urban, and rural differences and family size) determined annually by the U.S. Secretary of Labor based on the most recent lower living family budget issued by the Secretary.

"Moderate-income individuals" means individuals whose income is: (i) at or below 300 percent of the FPG of the size of their household based on the most recently published poverty guidelines by HHS; or (ii) at or below 40 percent of the Area Median Income for its county and size of household based on data published most recently by HUD.

"Negative economic or public health impacts" means harm that households or populations have experienced as a result of the COVID-19 pandemic, as permitted by the American Rescue Plan Act and the related guidance issued by the U.S. Department of the Treasury. "Negative economic or public health impacts" includes, but is not limited to, households or populations that:

- have experienced unemployment or increased food or housing insecurity due to the COVID-19 pandemic;
- are low-income individuals or moderate-income individuals, which experienced negative impacts due to the COVID-19 pandemic;
- are living within either a qualified census tract or a disproportionately impacted area; or
- are receiving services or other assistance pursuant to this Part within either a qualified census tract or a disproportionately impacted area.

"NOFO" means Notice of Funding Opportunity.

"One-stop operators" means entities designated or certified by the Local Workforce Innovation Boards under WIOA (29 USC 3151) to operate centers that provide access to career and job training services.

"On-the-job training" means training by an employer that is provided to a paid participant while engaged in productive work in a job that:

- provides knowledge or skills essential to the full and adequate performance of the job;
- is made available through a program that provides reimbursement to the employer of up to the amount set by the Department in the NOFO, for the extraordinary costs of providing the training and additional supervision related to the training; and
- is limited in duration as appropriate to the occupation for which the participant is being trained, taking into account the content of the training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.

"Poverty line" means the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with 42 USC 9902(2)) applicable to a family of the size involved.

"Program" means the Job Training and Economic Development Grant Program established at 20 ILCS 605/605-415.

"Public assistance" means federal, State, or local government cash payments for which eligibility is determined by a needs or income test.

"Qualified Census Tract" means a census tract, as defined by the U.S. Census Bureau, having 50 percent of households with incomes below 60 percent of the Area Median Gross Income (AMGI) or having a poverty rate of 25 percent or more. (<https://www.huduser.gov/portal/datasets/qct.html>).

"Rapid Re-housing" (RRH) means permanent housing that provides short-term (up to three months) and medium-term (4 – 24 months) tenant-based rental assistance and supportive services to households experiencing homelessness.

"Regional level plans" means the current plans, pursuant to WIOA (29 USC 3121(c)) prepared by the Local Workforce Innovation Boards and chief elected officials within regions designated by the State.

"Secretary" means the Secretary of the U.S. Department of Labor.

"Shelter" Emergency and Transitional Housing providers: IDHS: IDHS Housing, Shelter & Homelessness Resources (<https://www.dhs.state.il.us/page.aspx?item=124295>).

"State" means the State of Illinois.

"State's WIOA Unified Plan" means the current 4-year strategy for the core workforce programs of the State that must be submitted and approved by the Secretary pursuant to WIOA (29 USC 3112).

"Supportive services" means services such as transportation, childcare, dependent care, housing, and needs-related payments, that are reasonable, necessary and approved by the Department, to enable an individual to participate in activities authorized under the Job Training and Economic Development Grant Program.

"Target Population" means persons who are unemployed, under-employed, or under-represented that have one or more barriers to employment as defined for "individual with a barrier to employment" in WIOA (29 USC 3102(24)) or as set forth in the applicable NOFO. If set forth in the applicable NOFO, a "barrier to employment" may include individuals who reside in or receive services in a qualified census tract or a disproportionately impacted area, or who have experienced negative economic or public health impacts resulting from the COVID-19 pandemic. [20 ILCS 605/605-415(b)]

"Target industries" means in-demand industries identified in the Department's 5-year Economic Plan, the State's WIOA Unified Plan and any relevant local or regional level plans, and the funding source for any NOFO under the Program.

"Trauma-informed assessments" means a structured framework for (1) gathering information across several key domains of functioning, (2) identifying and addressing the needs of children and families exposed to traumatic events, and (3) coding and summarizing this information, so that it can be communicated to families and other providers.

"Transitional job training" means time-limited, wage-paid work experiences that are subsidized by grant funds up to 100 percent of the wages. Types of work-based learning opportunities in a transitional jobs program includes, but is not limited to, on-the-job training, work experience and pre-apprenticeships.

"Under-employed individual" means an individual who is:

- working part-time but desires full-time employment;
- working in employment not commensurate with the individual's demonstrated level of educational and/or skill achievement; or
- employed and meets the definition of a low-income individual.

If set forth in the applicable NOFO, "under-employed individual" may include:

- an individual who meets one of the requirements of "under-employed individual" set forth in the first three paragraphs of this definition and resides in, or receives services in, a qualified census tract; or
- an individual who is employed and is in need of job training and other assistance to address the negative economic or public health impacts experienced due to the COVID-19 pandemic, due to the individual's occupation or level of training.

"Under-represented individuals" means individuals, that are defined as experiencing homelessness and reside in shelters or who participate in a Rapid Re-housing (RRH) Program. per definitions in this Appendix. A.

"Unemployed individual" means an individual who is without a job and who wants and is available for work. The determination of whether an individual is without a job, for purposes of this definition, shall be made in accordance with the criteria used by the Bureau of Labor Statistics of the U.S. Department of Labor or as required by the relevant funding source and set forth in the NOFO. If set forth in the applicable NOFO, "unemployed individual" may include:

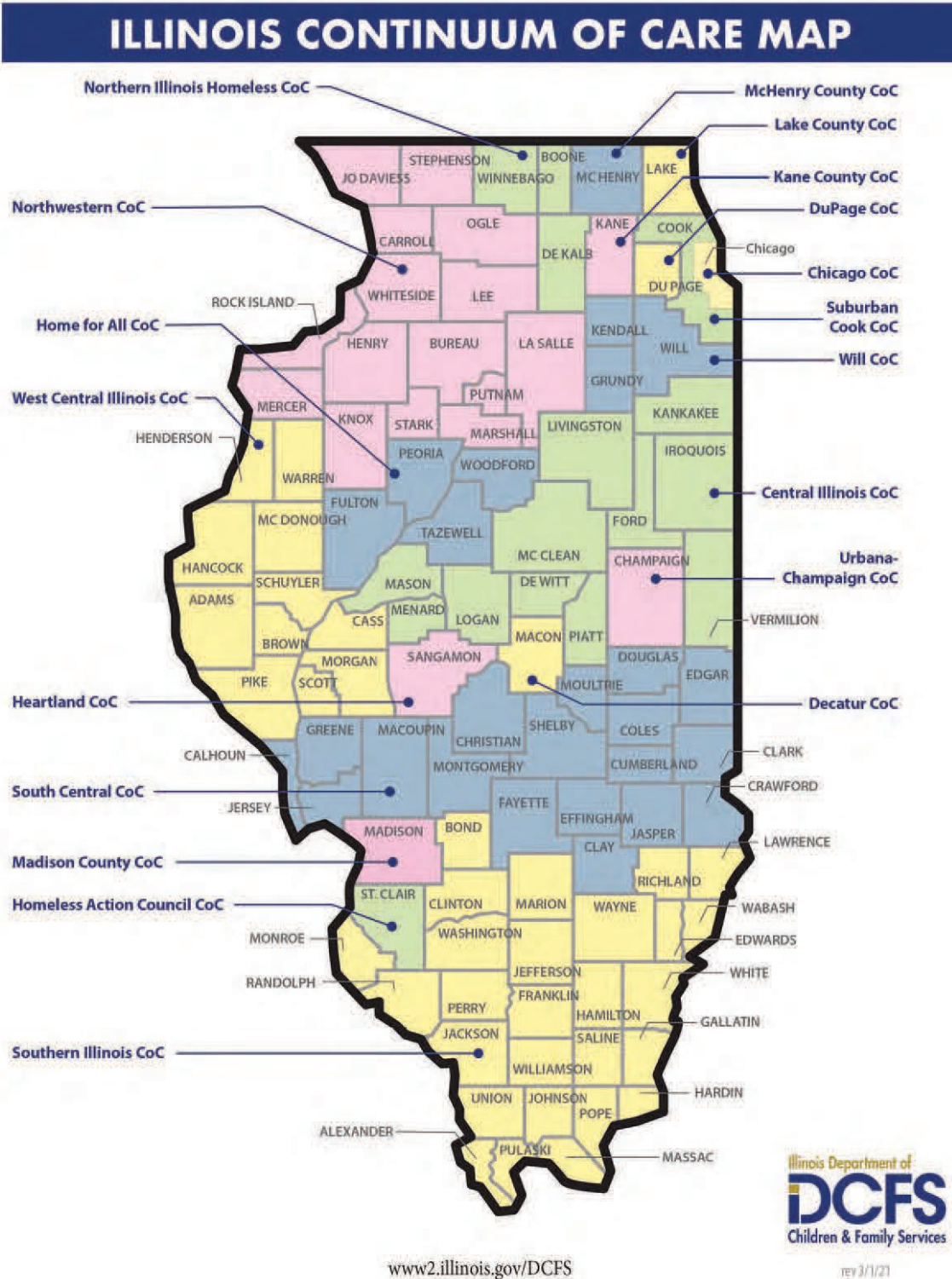
- an individual who meets the definition of "unemployed individual" set forth above and resides in, or receives services in, a qualified census tract; or
- an individual who:
 - is without a job;
 - wants and is available to work, including someone who has looked for work sometime in the past 12 months; and
 - is in need of job training and other assistance to address the negative economic or public health impacts experienced due to the COVID-19 pandemic; or
- an individual who is currently employed but received a notice of termination or lay-off from the current employment and will no longer be employed within ninety days.

"Uniform Guidance" means the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200).

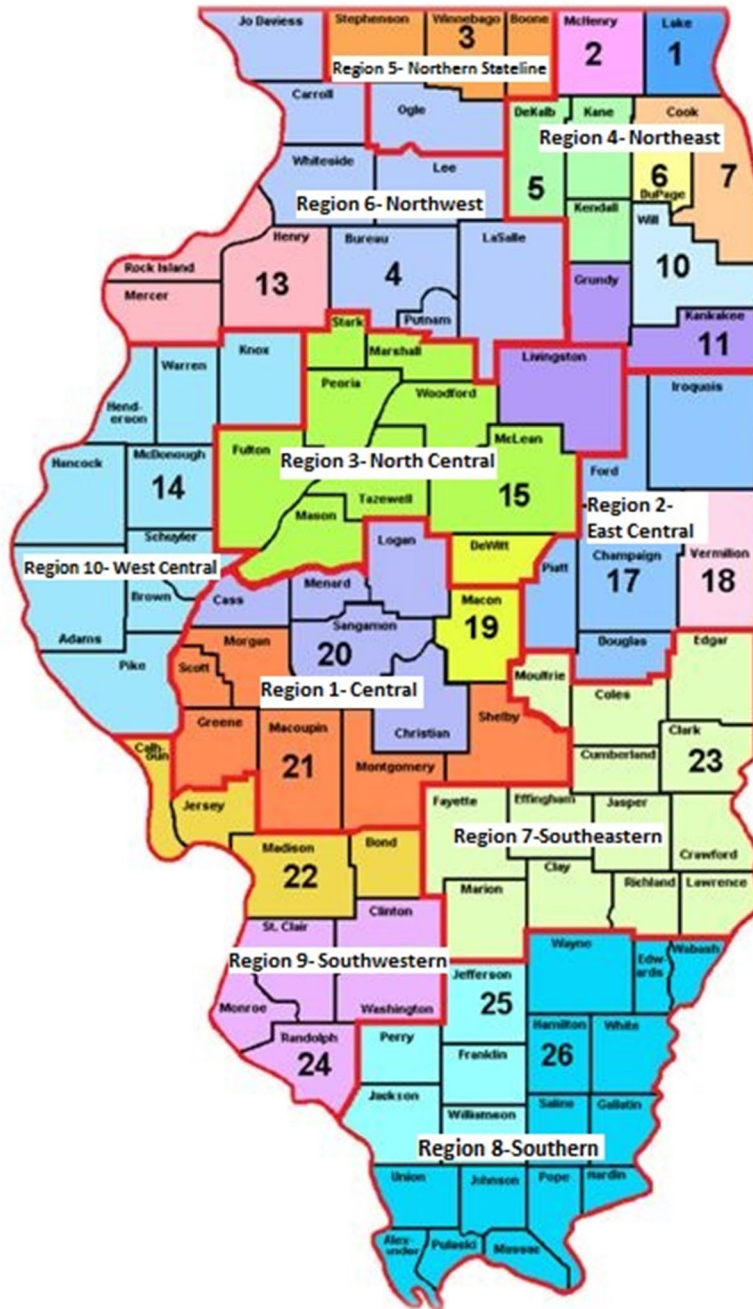
"WIOA" means the Workforce Innovation and Opportunity Act (29 USC 3101 et seq.).

"Youth" means an individual aged 16-24 who faces one or more barriers to education, training, and employment. [20 ILCS 605/605-415(b)]

APPENDIX B – Continuum of Care Map



APPENDIX C – Local Workforce Innovation Area (LWIA)



Regional and LWIA Information 2024 WIOA Regional and Local Planning
(<https://www.illinoisworknet.com/WIOA/RegPlanning>)