



Notice of Availability of Funds for Transportation Demo Grants

To provide public transportation specifically for employment and training activities

Application Form

Name of Applicant: _____

Amount Requested: \$ _____

Workforce Development Area: _____

Return To: South Carolina Department of Employment and Workforce
Workforce and Economic Development
Nina Stagers
nstagers@dew.sc.gov

Application Deadline: May 15, 2017

Introduction

The State Workforce Development Board (SWDB) is pleased to announce the availability of funds to support the implementation or expansion of public transportation in an effort to remove a major barrier to employment and training for jobseekers and incumbent workers. The SWDB is now accepting project proposals that will further this goal.

Transportation Demo Grants will be funded through the Workforce Innovation and Opportunity Act (WIOA) and will further South Carolina's strategic goals for workforce development: strengthening the workforce pipeline through education and training tailored to the specific needs of new and expanding businesses and industries, and aligning workforce development resources into a seamless, integrated network in each local community.

The amount below will support the implementation or expansion of public transportation and will be awarded as follows:

\$600,000
6 awards up to \$100,000 each

Project Objectives

The Transportation Demo Grants provide funds to:

- Pilot innovative models that may piggy-back on existing public transit operations to specifically address the transportation barriers associated with seeking job training or employment
- Utilize existing transportation infrastructure, such as vehicles and designated transit providers to offer transportation to job seekers and incumbent workers
- Incorporate evening and weekend transportation to allow for a 24/7 capacity if needed

Period of Performance

The period of performance is 18 months with an anticipated start date of June 26, 2017. This period of performance may include up to 45 days for planning with the remaining time for service delivery.

Eligible Expenses

Funds made available through Transportation Demo Grants must be used for projects planned, designed and carried out to meet the specific transportation needs of job seekers and incumbent workers seeking training or employment. Administrative costs can be covered through these grants but may not exceed 10% of the overall grant amount. With the intention to utilize the existing transit fleet where ever possible, grant funds may not be used to purchase new vehicles, or provide services beyond the designated service area. Grant funds are not to be used for transportation services that would normally be covered under supportive services (i.e. bus tokens, cab fares or reimbursement per mileage).

Eligible Applicants

Eligible applicants are Local Workforce Development areas. A local workforce development area must partner with: (1) a designated public transit provider, (2) a technical college or approved training providers in the Palmetto Academic and Training Hub (PATH) (if the project includes transit for training related needs), (3) an Adult Education Center (if the project includes transit for training related needs), and (4) a business (if the project includes transit for employment related needs). Applicants are strongly encouraged to partner with community-based organizations and faith-based organizations, and workforce partners such as, the Department of Social Services, Vocational Rehabilitation and Adult Education when designing transit models.

Match Requirements

Because of the contractual nature of this solicitation, no funding match is required. The cost of transportation may be based on passenger mile or service hour.

Expected Outcomes

It is expected that by expanding public transit for employment and training related needs the following outcomes will be tracked and reported.

- # of individuals transported who gained access to training
- # of individuals transported who gained access to employment
- # of individuals transported who maintained employment or completed training because they had access to transportation
- Total ridership of all three categories

Accountability

Grantees will be required to ensure that the public transit design facilitates transportation for employment and training related needs only. Grantees must be able to track and report the utilization of these services, whether it be referral based from workforce partners or reports from the transit provider.

Required Application Information

Applications submitted in response to this solicitation must consist of five separate and distinct parts:

1. Project Abstract
2. Project Narrative
3. Project Budget
4. Budget Narrative
5. Letter of support from each of the required partners

(1) Project Abstract

Applicants must submit an abstract summary of the proposed project, to include the project title, description of the area where the project will be implemented, number of participants to be served, cost per participant, funding amount requested, scope of the project, roles of the required partners, and the overall projected outcomes. The abstract should not exceed 2 pages.

(2) Project Narrative

The Project Narrative must demonstrate your capability to implement the grant project in accordance with the provisions of this solicitation. It should provide a comprehensive description of all aspects of the proposed project plan.

The Project Narrative is limited to 15 pages or less and must include the required information.

1) Expected Outcomes

Estimate the number of people the project will serve and briefly describe the rationale for the projection – total number of individuals to be served and average number of one-way trips provided (if applicable) per month. The expected outcomes should be clearly identified, along with how they will be tracked and reported.

2) Project Design

The plan of action of how the proposed services will be delivered must be outlined, to include a project timeline. The employment and training services must be identified along with the strategies for implementing public transit. It should describe the unmet transportation need(s) that the proposed project seeks to address. As appropriate, add tables, charts, maps and data to support this project.

3) Partner Coordination

Coordination among agencies is very important. Applicants must describe how the project will be coordinated with other partners in the area. This could include:

- Sharing vehicles with other agencies and/or
- Coordinating client trips

4) Implementation Plan

Applicants must provide an operational plan for providing transportation. Include time tables and route maps (if applicable) showing the service coverage from the project.

- Include a description on how the project will be implemented.
- Include a timeline for project implementation.
- Include a description of how the applicant will market the project to the target population and promote public awareness of the program.

(3) Project Budget

Applicants must provide a detailed budget for the proposed project. Line items should align with the description of the activities described in the Project Narrative and should clearly indicate any additional funding sources that are available to carry-out the proposed project.

(4) Budget Narrative

Applicants must provide a detailed summary of all proposed costs.

(5) Letters of Support

The required partnerships ensure that projects represent the interests of job seekers, businesses, program providers and transportation providers. A letter of support from each of the required partners must detail their active contribution to the proposed transit model (general letters of support are not acceptable).

Evaluation

Applications will be reviewed based on the strength of the project scope and the demonstration of full understanding of the project. Budgetary consideration will also be a factor.

Evaluation Criteria	
<i>1. Project Scope</i>	35 points
<i>2. Project Budget and Cost Effectiveness</i>	25 points
<i>3. Partner Coordination</i>	20 points
<i>4. Implementation Plan</i>	20 points

Submission Process

Applications are due no later than **May 15, 2017**. Applications are to be submitted through email, to nstagers@dew.sc.gov. We encourage interested applicants to [register](#) and attend a pre-award informational webinar on **Friday, April 7, 2017 at 2:00 p.m.** to learn more about this exciting grant opportunity.