

# Clean Economy Occupations Grant FY25

# Application

## Organization information

Organization name:

Mailing address:

Contact name, title:

Contact phone:

Contact email:

**Your organization’s Authorized Representative information**

**Name:**

**Title:**

**Email:**

**Phone:**

**Signature:**

**Date:**

**Note:** Word counts below are suggested and it is ok not to reach the maximum word limit.

## Program Alignment (30 points) (up to 600 words)

Explain the work to be performed to achieve the planned grant outcome, with a focus on the following:

1. Outline how your organization currently trains apprentices and upskills incumbent workers in clean economy occupations.
2. Describe the current gaps and challenges in your ability to provide training and upskilling for clean economy occupations.
3. Explain how this grant will mitigate those gaps and challenges resulting in more robust training and upskilling.

## Workplan (25 points)

Complete the workplan template below for all major activities.

|  |  |  |  |
| --- | --- | --- | --- |
| Timeframe | Major activities | Resources needed | Outcomes |
| EXAMPLE  August 2024 | Purchase 10 EV chargers and install in workshop | On-site workshop prepped for installation | Approximately 12 RAs complete EV charger repair training in Fall 2024 semester |
| 07/01/24\* to 09/30/24 |  |  |  |
| 10/01/24 to 12/31/24 |  |  |  |
| 01/01/25 to 03/31/25 |  |  |  |
| 04/01/25 to 06/30/25 |  |  |  |

\*07/01/24 or date contract is executed, whichever is later.

## Outcomes (30 points)

Provide estimates for how many registered apprentices and incumbent workers will benefit from programs and services underwritten by grant funding.

|  |  |
| --- | --- |
| Number of registered apprentices served  with grant funding | Number of incumbent workers served  with grant funding |
|  |  |

Provide a summary of how registered apprentices and incumbent workers will benefit from programs and services underwritten by grant funding (up to 250 words).

## Equity (15 points) (up to 250 words)

1. Describe which focus populations, as described in the request for proposal (RFP), your organization will serve with the grant.
2. Provide information regarding your organization’s experience with and ability to center equity in your programs and services.

## Budget and budget narrative (required, unscored)

### Projected grant program budget

Complete the table below with your proposed project budget. See the Clean Economy Occupations 2025 Grant RFP for information about allowable and unallowable expenses.

|  |  |  |
| --- | --- | --- |
| Budget categories | **Amount** | **Detailed Description**  **[itemize and / or illustrate your calculations here]** |
| 1. **Salaries and Wages** |  |  |
| 1. **Fringe Costs** |  |  |
| 1. **Equipment** |  |  |
| 1. **Supplies** |  |  |
| 1. **Travel** |  |  |
| 1. **Training Expenses** |  |  |
| 1. **Contractual** |  |  |
| 1. **Sub-total**   **(Add Lines A to G)** |  |  |
| 1. **Administrative costs** (multiply Line H x .05) |  |  |
| 1. **Total**   **(J = H+I)** |  | N/A |

Program budgets submitted as part of the grant application are not deemed final until the contract has been signed by all parties.

## Application checklist

The following documents and additional support materials can be found at: <https://www.dli.mn.gov/business/workforce/clean-economy-occupations-grant>

* Application Form
* Exhibit A: Capacity responses
* Exhibit B: Certification no current principals have been convicted of a felony financial crime in the last ten years
* Exhibit C: Evidence of Good Standing
* Exhibit D: Nonprofit grantees – most recent 990 and / or audit plus IRS letter of determination
* Exhibit E: For-Profit Certification Disclosure and Required Documents as applicable
* If partnering with educational institutions to provide related training instruction, a Letter of Commitment and pre-approved training curriculum from each partner must be submitted as part of the application.