JFF Request for Proposals

***Strategies to Support a Diverse Regional Digital Workforce: Planning Grant***

*Funded by Google.org*

Deadline to Submit: 5 p.m. PT on November 1, 2021

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**Opportunity at a Glance:** With funding from Google.org,JFF is soliciting proposals for three regions to receive grants that support the planning and coordination of a localized digital jobs strategy and the development of locally relevant career pathways for in-demand IT occupations.

**Eligibility:** This funding opportunity is available to workforce development boards, community colleges, and other education and training providers, industry associations, intermediaries, and community-based nonprofit organizations. Applicants are able and encouraged to include employers as unpaid partners. Consortia (including cross-sector consortia) are encouraged to apply but should represent a discrete labor market or training landscape. While slight preference will be shown toward organizations located in Miami, Atlanta, Detroit, Chicago, New York, Houston, and Washington, DC, organizations outside these regions are highly encouraged to apply.

**Grant Details:** This is asix-month planning grant in the amount of $50,000 administered by JFF. Please submit any questions regarding the RFP or application process and express your intent to apply to Emily Pipes ([epipes@jff.org](mailto:epipes@jff.org)) by 5 p.m. PST on October 18, 2021.JFF will compile responses to FAQs no later than October 25, 2021. **All proposal materials must be submitted electronically to Emily Pipes (**[**epipes@jff.org**](mailto:epipes@jff.org)**) with a copy to Sara Lamback (**[**slamback@jff.org**](mailto:slamback@jff.org)**) by 5 p.m. PT on November 1, 2021.** JFF anticipates that awards will be released in November of 2021. All grant activity must be completed within six months of receiving the award.

**Instructions: DO NOT COMPLETE THIS FORM ONLINE. DOWNLOAD A COPY** and complete offline within Microsoft Word. Once you have answered all questions to the best of your ability, save your form and submitelectronically as an email attachment to Emily Pipes ([epipes@jff.org](mailto:epipes@jff.org)) with a copy to Sara Lamback ([slamback@jff.org](mailto:slamback@jff.org)) by **5 p.m. PT on November 1, 2021.**

**Part I: Basic Information**

1. **Name of Organization:**
2. **Mailing Address:**
3. **Type of Organization (please select only one):**

Local Workforce Development Board

Community College

Education/Training Provider (not a community college)

Economic Development Organization

Intermediaries

Community-Based Organization/Non-Profit

Other (please describe:       )

1. **Are you applying for this opportunity as the lead of a consortium?**

YES NO

**Important:** If yes, please **include letters of support** from all partner organizations as part of your submission materials.

1. **Indicate which of the following best describes the region to be served as part of this initiative. You may select more than one.**

Urban  Suburban  Rural

1. **Describe the proposed region that will be the focus of this initiative. Please list all of the counties and corresponding states you anticipate serving through this initiative:**
2. **Primary Point of Contact Information:**

**Full Name:**       **Title:**

**Email Address:**       **Phone Number:**

**Part II: Organizational Expertise**

Each text box provides for up to 1,000 characters (with spaces). Please provide responses for each item, responding to all questions within each item as thoroughly and succinctly as possible. If responding for a consortium, please respond for your organization while also referencing how a consortium approach strengthens your ability to succeed in this effort.

1. **Organizational Mission/Impact/Priority Demographics:** Describe the mission, key programs/initiatives, and evidence of impact of your organization. Describe the characteristics of individuals typically served through your organization including demographics, education and employment barriers, and supportive service needs. How is your organization/consortium working to reduce systemic inequities in your community?

1. **Organizational Capacity:** If awarded the planning grant, please describe why your organization is well-positioned to lead this effort in your community and briefly describe the resources, expertise, partnerships, and staff capacity you would dedicate to this effort to ensure a smooth planning process.

1. **Serving Priority Populations:**Describe your organization’s experience serving the populations being prioritized for this planning grant. What supportive services and/or resources does your organization offer to support learner success, and why do you feel these are important? If none are currently offered, describe the wraparound services and/or resources your organization would like to offer and the partners or tools you would you need to make that happen.

**Part III: IT Employment and Training Landscape**

1. **Vision for Digital Jobs:** If awarded the planning grant, what hypothesis related to digital jobs and/or training programs would your organization choose to focus on as part of this initiative? How do you envision this planning grant will help you better understand and respond to the digital jobs landscape in your community or region? Please specify one to three goals your organization hopes to accomplish through this initiative.

1. **Relevant Programming:**Describe the state of current IT training programs and/or industry-recognized credentials in your community and (if relevant) offered by your organization. Why were those programs selected, and what opportunities or gaps remain in the local training ecosystem? If no programs are currently offered, which programs/industry-recognized credentials would you like to offer, and how were these programs selected?

1. **Employer Relationships:** Describe the ways in which your organization or consortium currently collaborates with businesses that employ IT professionals. What is your plan for engaging businesses in this digital jobs strategy planning process to ensure industry alignment and quality jobs for those who complete training programs?

1. **Diverse Hiring Practices:** What specific opportunity do you see in your region to diversify digital jobs? Which local industries and/or employers, if any, are leading in hiring people with less than a two-year degree? Which, if any, are leading in hiring workers who are Black, indigenous, people of color, women, LGBTQIA, or others who are currently underrepresented within the IT industry? If currently unaware of any, what is your plan for identifying businesses committed to increasing diversity and engaging them in the planning process?

1. **Participant Supports:** Which of the following are you interested in focusing on or supporting through your planning grant? Please check all that apply:

Creating a digital jobs navigator role to help individuals explore potential IT careers and access training providers.

Expanding opportunities for work-based learning for digital jobs.

Supporting more robust job placement and retention support for participants.

Other (Please specify:      )

**Part IV: Community Influence and Partnerships**

1. **Community Partnerships:** Describe the community partnerships, either already existing or yet to be established, that will be critical to your local digital jobs strategy planning effort. Be as specific as possible, and include the role of each partner and why the partner’s involvement will be necessary for success.

1. **Optional:** Is there any other information about your organization, consortium, or proposed approach that you would like to share with the reviewers?

**Part V: Budget Template**

Please use the template below to include a budget that indicates how the $50,000 in planning grant funds will be allocated. Feel free to estimate costs to the best of your ability. This budget is nonbinding.

|  |  |  |  |
| --- | --- | --- | --- |
| **Item/Name** | **# and Units** | **Rate / Unit** | **Amount** |
| ***Personnel*** | | | |
| Name 1 | e.g. 10 days | e.g. $850/day | $8,500 |
| Name 2 | e.g. 5 days | e.g. $600/day | $3,000 |
| Name 3 | # | Rate | $ |
| ***Personnel Subtotal*** | | | **$11,500** |
| ***Other Expenses*** | | | |
| Travel | Details if applicable: 2 1-day trips to New York | $1,200/ trip | $2,800 |
| Other (indicate) | Details if applicable |  | $ |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| ***TOTAL*** | | | **$14,300** |

**Completed application forms must be submitted electronically to Emily Pipes (**[**epipes@jff.org**](mailto:epipes@jff.org)**) with a copy to Sara Lamback (**[**slamback@jff.org**](mailto:slamback@jff.org)**) by 5 p.m. PT on November 1, 2021.**