

**U.S. Department of Education**  
**Washington, D.C. 20202-5335**

**APPLICATION FOR GRANTS**  
**UNDER THE**

**FY 2020 Education Stabilization Fund: Reimagine Workforce Preparation (ESF-RWP) Grants Program**

**CFDA # 84.425G**

**PR/Award # V425G200035**

**Grants.gov Tracking#: GRANT13192043**

OMB No. , Expiration Date:

Closing Date: Aug 24, 2020

PR/Award # V425G200035

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This application was generated using the PDF functionality. The PDF functionality automatically numbers the pages in this application. Some pages/sections of this application may contain 2 sets of page numbers, one set created by the applicant and the other set created by e-Application's PDF functionality. Page numbers created by the e-Application PDF functionality will be preceded by the letter e (for example, e1, e2, e3, etc.).

**Application for Federal Assistance SF-424**

|  |  |  |
|--|--|--|
| * 1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application:<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision | * If Revision, select appropriate letter(s):<br><input type="text"/><br>* Other (Specify):<br><input type="text"/> |
|--|--|--|

|  |  |
|--|--|
| * 3. Date Received:<br><input type="text" value="08/24/2020"/> | 4. Applicant Identifier:<br><input type="text"/> |
|--|--|

|  |   |
|--|---|
| 5a. Federal Entity Identifier:<br><input type="text"/> | 5b. Federal Award Identifier:<br><input type="text"/> |
|--|---|

**State Use Only:**

|   |   |
|---|---|
| 6. Date Received by State: <input type="text"/> | 7. State Application Identifier: <input type="text"/> |
|---|---|

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

|  |  |
|--|--|
| * b. Employer/Taxpayer Identification Number (EIN/TIN):<br><input type="text" value="[REDACTED]"/> | * c. Organizational DUNS:<br><input type="text" value="[REDACTED]"/> |
|--|--|

**d. Address:**

\* Street1:   
Street2:   
\* City:   
County/Parish:   
\* State:   
Province:   
\* Country:   
\* Zip / Postal Code:

**e. Organizational Unit:**

|   |  |
|---|--|
| Department Name:<br><input type="text" value="Labor and Economic Opportunity"/> | Division Name:<br><input type="text" value="Workforce Development"/> |
|---|--|

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:  Fax Number:

\* Email:

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Education

**11. Catalog of Federal Domestic Assistance Number:**

84.425

CFDA Title:

Education Stabilization Fund

**\* 12. Funding Opportunity Number:**

ED-GRANTS-062320-001

\* Title:

Office of Career, Technical, and Adult Education (OCTAE): FY 2020 Education Stabilization Fund: Reimagine Workforce Preparation (ESF-RWP) Grants Program CFDA Number 84.425G

**13. Competition Identification Number:**

84-425G-2020-1

Title:

FY 2020 Education Stabilization Fund: Reimagine Workforce Preparation (ESF-RWP) Grants Program (84.425G)

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Michigan Learning & Education Advancement Program (MiLEAP)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

U.S. DEPARTMENT OF EDUCATION  
BUDGET INFORMATION  
NON-CONSTRUCTION PROGRAMS

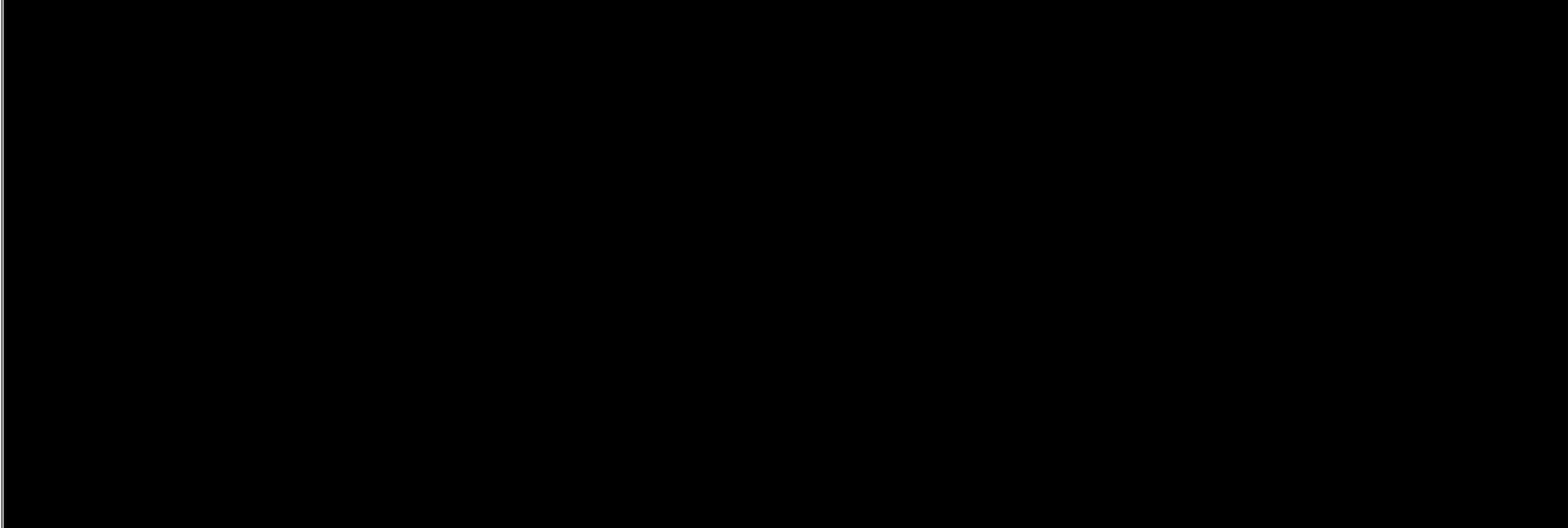
OMB Number: 1894-0008  
Expiration Date: 08/31/2020

Name of Institution/Organization

Michigan Department of Labor and Economic Opportunity

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

SECTION A - BUDGET SUMMARY  
U.S. DEPARTMENT OF EDUCATION FUNDS



**\*Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government?  Yes  No

(2) If yes, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement: From: 10/01/2018 To: 09/30/2020 (mm/dd/yyyy)

Approving Federal agency:  ED  Other (please specify): Department of Labor

The Indirect Cost Rate is  %.

(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC?  Yes  No If yes, you must comply with the requirements of 2 CFR § 200.414(f).

(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages?  
 Yes  No If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.

(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:

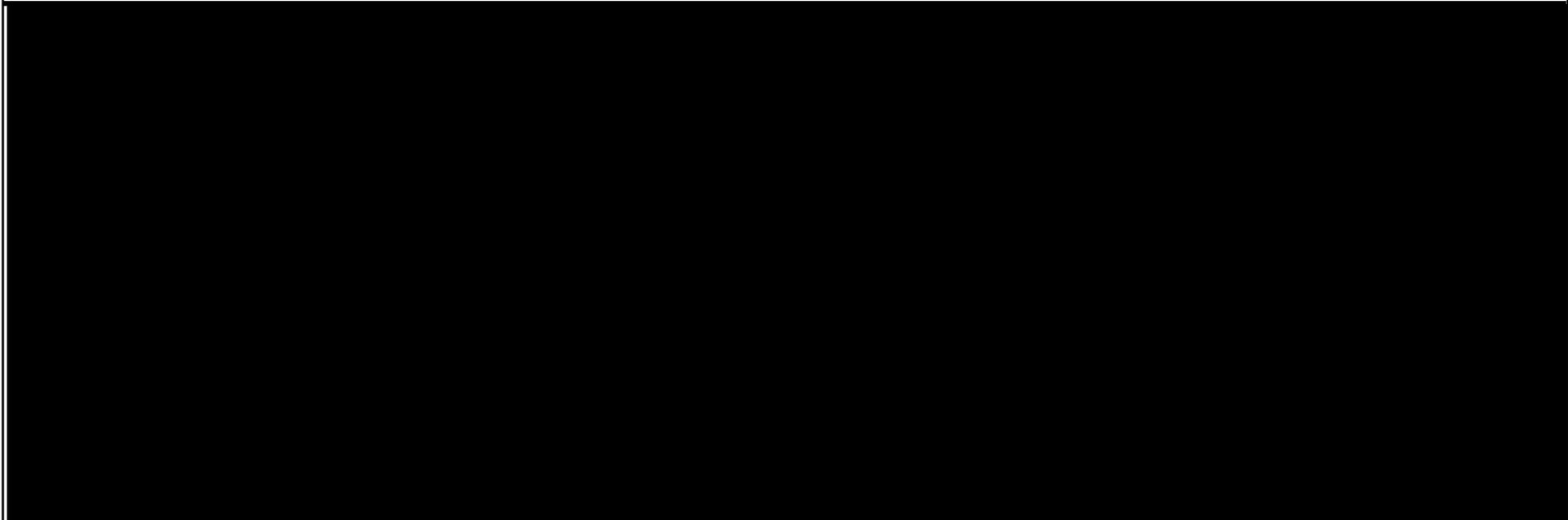
Is included in your approved Indirect Cost Rate Agreement? Or,  Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is  %.  
PR/Award # V425G200035

Name of Institution/Organization

Michigan Department of Labor and Economic Opportunity

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

**SECTION B - BUDGET SUMMARY  
NON-FEDERAL FUNDS**



**SECTION C - BUDGET NARRATIVE (see instructions)**

ED 524

## NOTICE TO ALL APPLICANTS

OMB Number: 1894-0005  
Expiration Date: 04/30/2020

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382).

### To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

### What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be lengthy; you may provide a clear and succinct description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may

be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

### What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

(1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.

(2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.

(3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

(4) An applicant that proposes a project to increase school safety might describe the special efforts it will take to address concern of lesbian, gay, bisexual, and transgender students, and efforts to reach out to and involve the families of LGBT students.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision.

### Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Public Law 103-382). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email [ICDocketMgr@ed.gov](mailto:ICDocketMgr@ed.gov) and reference the OMB Control Number 1894-0005.

**Optional - You may attach 1 file to this page.**

1234-GEPA\_MiLEAP.pdf

Add Attachment

Delete Attachment

View Attachment

**EQUITABLE ACCESS AND PARTICIPATION:**

The Michigan Department of Labor and Economic Opportunity- Workforce Development (LEO-WD) on behalf of the Michigan Workforce Development Board will follow the following to ensure equitable access to, and participation in, its Federally assisted program.

The following federal and state laws apply to educational programs that receive federal funds: Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990 and Michigan's "Elliot Larsen" Act.

The Office of Career and Technical Education (OCTE) within the Department of Education, is the state office responsible for administering a compliance program to prevent, identify, and remedy discrimination on the basis of race, color, national origin, gender, disability or age by local educational agencies, career and technical education centers, or post-secondary institutions that receive federal financial assistance through a State of Michigan agency.

**Civil Rights Compliance Review Program:**

The Civil Rights Compliance Review Program is a comprehensive review system designed to improve the delivery of education through the assurance of equal opportunity for all groups and populations. Activities of this program are required by Section II(b) of the "Vocational Education Programs Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, National Origin, Sex, and Disability" Federal Register, Vol. 44, No. 56, page 17165, issued Wednesday, March 21, 1979.

The components and/or activities of the compliance program include: targeting analysis, selecting agencies for on-site reviews, conducting on-site reviews, compliance plans, technical assistance, reporting, monitoring, and program improvement.

The Civil Rights Compliance Program is designed to:

1. Insure that equal educational opportunities are provided to all students, including full opportunity to participate in programs, activities, and job opportunities, and to benefit from services.
2. Prohibit barriers to achieving full participation, such as the stereotyping of individuals based on their racial, ethnic, gender identity, age, or on their disabling conditions.
3. Provide education in an integrated setting.
4. Analyze, identify, and change policies and activities that impede the achievement of the above goals.

Questions regarding the OCTE Civil Rights Compliance Review Program should be directed to:

Elizabeth Collins

Michigan Department of Education Office

of Career and Technical Education,

P.O. Box 30712, Lansing, Michigan 48909



## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### \* APPLICANT'S ORGANIZATION

Michigan Department of Labor and Economic Opportunity

#### \* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix:  \* First Name:  Middle Name:

\* Last Name:  Suffix:

\* Title:

\* SIGNATURE:

\* DATE:

**U.S. DEPARTMENT OF EDUCATION  
SUPPLEMENTAL INFORMATION  
FOR THE SF-424**

**1. Project Director:**

|         |             |              |              |         |
|---------|-------------|--------------|--------------|---------|
| Prefix: | First Name: | Middle Name: | Last Name:   | Suffix: |
|         | Marcia      | S.           | Black-Watson |         |

Address:

|           |                          |
|-----------|--------------------------|
| Street1:  | 201 N. Washington Square |
| Street2:  |                          |
| City:     | Lansing                  |
| County:   |                          |
| State:    | MI: Michigan             |
| Zip Code: | 48933-1321               |
| Country:  | USA: UNITED STATES       |

|                               |                             |
|-------------------------------|-----------------------------|
| Phone Number (give area code) | Fax Number (give area code) |
|                               |                             |

Email Address:

|  |
|--|
|  |
|--|

**2. Novice Applicant:**

Are you a novice applicant as defined in the regulations in 34 CFR 75.225 (and included in the definitions page in the attached instructions)?

Yes  No  Not applicable to this program

**3. Human Subjects Research:**

a. Are any research activities involving human subjects planned at any time during the proposed Project Period?

Yes  No

b. Are ALL the research activities proposed designated to be exempt from the regulations?

Yes Provide Exemption(s) #:  1  2  3  4  5  6

No Provide Assurance #, if available:

|  |
|--|
|  |
|--|

c. If applicable, please attach your "Exempt Research" or "Nonexempt Research" narrative to this form as indicated in the definitions page in the attached instructions.

|  |                |                   |                 |
|--|----------------|-------------------|-----------------|
|  | Add Attachment | Delete Attachment | View Attachment |
|--|----------------|-------------------|-----------------|

## Abstract

The abstract narrative must not exceed one page and should use language that will be understood by a range of audiences. For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc. Include population to be served, as appropriate. For research applications, also include the following:

- Theoretical and conceptual background of the study (i.e., prior research that this investigation builds upon and that provides a compelling rationale for this study)
- Research issues, hypotheses and questions being addressed
- Study design including a brief description of the sample including sample size, methods, principals dependent, independent, and control variables, and the approach to data analysis.

[Note: For a non-electronic submission, include the name and address of your organization and the name, phone number and e-mail address of the contact person for this project.]

---

## You may now Close the Form

**You have attached 1 file to this page, no more files may be added. To add a different file, you must first delete the existing file.**

\* Attachment:

## Abstract: Michigan Learning & Education Advancement Program (MiLEAP)

The Michigan Department of Labor and Economic Opportunity- Workforce Development (LEO-WD) on behalf of the Michigan Workforce Development Board requests [REDACTED] through the U.S. Department of Education funding Education Stabilization Fund – Reimaging Workforce Preparation (ESF–RWP) Grant to implement the Michigan Learning & Education Advancement Program (MiLEAP).

Michigan employers are ready to *leap* into an opportunity to join a multi-employer consortia to address regional workforce needs and advance their existing workforce through deliberate reskilling and upskilling. Michigan job seekers are ready to *leap* into success by navigating short- and mid-term education and training programs leading to high-skill, high-wage career pathways, and receive an industry-recognized credential while reducing tuition debt. Michigan’s workforce and postsecondary education systems are ready to *leap* into action by serving 5,000 job seekers looking to earn credentials, gain skills for employment, return to work, and advance in a career pathway.

MiLEAP partners including the Michigan workforce development system, institutions of higher education (IHEs), and employers to swiftly develop transitions from education and training to employment. Through a competitive process, MiLEAP will deliver:

- Short- and mid-term customized education and training resulting in industry recognized credentials
- Distance learning and hybrid modalities of instructional delivery
- Competency-based and work-based learning opportunities
- Employer-led collaboratives in focused industry-sectors
- Engagement of under-represented populations and distressed geographic regions
- Supportive services designed to eliminate education and employment barriers

The bar is set high and the MiLEAP system will support participants as they transcend to new heights and *leap* towards success in today’s global economy.

## Project Narrative File(s)

---

\* **Mandatory Project Narrative File Filename:**

[Add Mandatory Project Narrative File](#)

[Delete Mandatory Project Narrative File](#)

[View Mandatory Project Narrative File](#)

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To add more Project Narrative File attachments, please use the attachment buttons below.

[Add Optional Project Narrative File](#)

[Delete Optional Project Narrative File](#)

[View Optional Project Narrative File](#)



**CAREER PATHWAYS/  
EMPLOYMENT**

**MiLEAP**  
Assessments  
Learning Plans  
Education & Training  
Supportive Services

**UNEMPLOYED/  
UNDEREMPLOYED**

**Michigan  
Learning &  
Education  
Advancement  
Program  
(MiLEAP)**

**MICHIGAN DEPARTMENT OF LABOR & ECONOMIC OPPORTUNITY-  
WORKFORCE DEVELOPMENT**

**EDUCATION STABILIZATION FUND – REIMAGINE WORKFORCE PREPARATION (ESF–RWP)**

**GRANT PROGRAM APPLICATION**

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## Project Narrative: the Michigan Learning & Education Advancement Program (MiLEAP)

### Introduction

On behalf of the Michigan Workforce Development Board, the Department of Labor and Economic Opportunity- Workforce Development (LEO-WD) respectfully applies for a \$ [REDACTED] grant to implement the Michigan Learning & Education Advancement Program (MiLEAP). LEO-WD is honored to submit this proposal and accepts programmatic management, administrative, and fiduciary responsibility for a resultant award.

LEO-WD applies for this award with an array of strong partner support from the state's local workforce development system (Michigan Works!), institutions of higher education (IHEs), employers, and local/regional/statewide associations to collaborate in establishing Michigan's response to the Education Stabilization Fund – Reimagining Workforce Preparation (ESF–RWP) Grant Program Notice Inviting Application (NIA). This state-wide collaboration will maximize resources as participants progress through short-term education and training opportunities to employment. Partnerships utilizing faster and more efficient transitions from education and training to employment and increased ability to attract and retain employees will be recognized.

The coronavirus pandemic (COVID-19) generated a precipitous economic crisis as Michigan businesses and IHEs needed to close their doors and redefine their business models. Michigan citizens found themselves suddenly unemployed or underemployed, with underrepresented minorities and individuals with disabilities disproportionately affected. MiLEAP makes ready the state's workforce and education systems to meet the demands of a new economy and changing workforce; and close the gaps predetermined by racial, ethnic, and social economic factors.

As a sustained, statewide collaborative strategy; MiLEAP is Michigan's approach to Absolute Priority 1 including both areas of concentration. The proposed innovative, collaborative, and demand-driven program design will include the following features: 1) a competitive Request for

Proposals (RFP) to eligible sub-grantees at the regional and local levels; 2) sub-grantees that develop regional consortia of required key education and employer partners who will champion the model by identifying needs, gaps, high-need participants, resources and supportive services, and who will drive the development of new and/or enhanced, innovative short-term education and training programs and accelerated career pathways; 3) MiLEAP Navigators, newly created front line continuous participant assistance, dedicated to assessing barriers, identifying resources, and providing guidance and support; 4) individualized competency-based assessments (ICAs) and learning plans (ICLPs) that include skills assessments, expanded remote learning opportunities, HSE and industry credential attainment and contextual learning opportunities; and 5) funding to provide direct services to program participants and supplement existing resources to address unmet needs such as supportive services, attendance costs (books and equipment), transportation, child care and financial literacy to optimize participant success.

Michigan employers are ready to *leap* into opportunity by convening multi-employer consortia to address regional workforce needs; filling job openings with highly skilled and motivated workers and advancing their existing workforce through deliberate upskilling. Michigan job seekers are ready to *leap* into success by navigating precisely designed short-term education and training programs leading to high-skill, high-wage career pathways, and the receipt of an industry-recognized credential while reducing tuition debt. Michigan Works! and Michigan educators are ready to *leap* into action by ensuring maximum return on workforce development and education and training investments through targeting job seekers to earn certification, gain skills for employment required by employers, and/or return to work.

## A. Highest Coronavirus Burden

Though Michigan's economy was one of the most negatively impacted nationwide during the recent Great Recession, the state had been on a path of continuing, extended economic

recovery until COVID-19 swept the country in March. During the 2<sup>nd</sup> quarter of 2020, Michigan recorded 52,074 positive cases of COVID-19, ranking it 15<sup>th</sup> nationally, and registered 5,642 COVID-19 deaths (7<sup>th</sup> highest nationally)<sup>1</sup>.

As a large state with nearly 10 million residents and the 12<sup>th</sup> highest median age nationally<sup>2</sup>, Michigan was among the first wave of states in March to issue a stay at home order in an effort to combat widescale illness and fatalities as a result of the fast-moving and largely unknown coronavirus pandemic. This initiative suspended activities that were “not necessary to sustain or protect life,” as per executive order 2020-5. As a result, the state economy came to an abrupt halt. Michigan’s unemployment rate spiked from 4.3 percent (%) in March (slightly below the U.S. rate of 4.4%) to 24.0% in April, almost 10 points higher than the nation<sup>3</sup>. Total payroll jobs fell by over 1 million in April (600,000 remain lost as of June)<sup>4</sup> and unemployment insurance (UI) claims rose to over 1.6 million from mid-March through the end of June<sup>5</sup>.

While the measures in Appendix 1 of the NIA (broadband access, initial UI claims per labor force, and state share of coronavirus cases per population) certainly illustrate Michigan’s struggle, they do not capture the full extent of the toll. Michigan ranked in the bottom quintile or lower in key economic measures for the pandemic period, including: 1) Change in the unemployment rate (5<sup>th</sup> largest increase Feb-Jun, 3<sup>rd</sup> largest Mar-Apr)<sup>3</sup>; 2) Change in total payroll jobs (44<sup>th</sup> numeric change, 46<sup>tho</sup>% change)<sup>4</sup>; 3) Change in *Manufacturing* jobs (49<sup>th</sup> numeric change, 46<sup>tho</sup>% change)<sup>4</sup>; 4) Change in *Leisure and hospitality* jobs (42<sup>nd</sup> numeric change, 45<sup>tho</sup>% change)<sup>4</sup>; 5) Number of COVID-19-related deaths (7<sup>th</sup> highest nationally, 2<sup>nd</sup> quarter 2020)<sup>1</sup>; 6) Increase in initial UI claims (4<sup>th</sup> highest overall, 1<sup>st</sup> week of March to COVID peak.)<sup>5</sup>

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<sup>1</sup> The COVID Tracking Project, 2020

<sup>2</sup> American Community Survey (ACS) 1-Year Estimates, 2018

<sup>3</sup> U.S. Bureau of Labor Statistics (BLS), Local Area Unemployment Statistics (LAUS), 2020

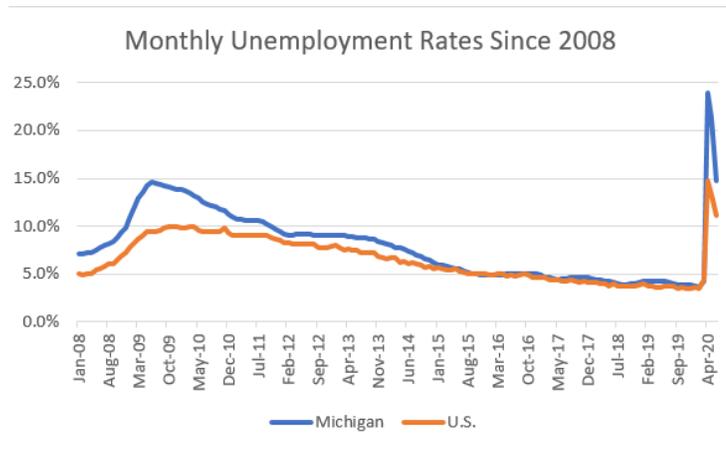
<sup>4</sup> U.S. BLS, Current Employment Statistics (CES), 2020

<sup>5</sup> U.S. Department of Labor (DOL), Employment & Training Administration (ETA), 2020

These facts, along with disproportionate challenges facing Michigan’s lower-paid, female, and minority workers, paint a more complete picture of the initial burden on Michigan residents, workforce, businesses, and economy resulting from COVID-19.

### Impact on Michigan Unemployment Rate and Unemployment Insurance Claims

Prior to COVID-19, Michigan’s economy continued to leap forward with the longest expansive recovery on record, with healthy payroll job gains and lowering unemployment annually. April, however, brought about the largest single-month spike in



the state unemployment rate on record, as executive leadership attempted to slow the spread of the coronavirus, which had proved early on to be particularly deadly in Michigan.

The unemployment rate had previously moved in monthly lockstep with the nation since early 2015 and was in fact slightly below the U.S. rate in March 2020. By April, the state experienced a nearly six-fold increase in the jobless rate, as it rocketed from 4.3% to 24.0% in a single month. This increase of nearly 20 percentage points was the 3<sup>rd</sup> largest nationally<sup>3</sup>.

Michigan was heavily impacted by the Great Recession, when its jobless rate peaked at 14.6% compared to the national peak rate of 10.0%. By comparison, the Michigan-U.S. unemployment rate gap in April 2020 was 9.3 percentage points, or twice the peak gap that was observed during the Great Recession. Although rates have somewhat rebounded since April, Michigan’s rate remains significantly above the U.S. as of June and ranked the 5<sup>th</sup> highest nationally at 14.8%. The overall jobless rate increase from February to June of 11.2 percentage points placed

Michigan in the bottom 10% (5<sup>th</sup> largest rate increase) compared to all other states.<sup>3</sup>

The job losses that resulted from a swift and strict stay at home order dramatically increased initial unemployment claims in Michigan. In the 1<sup>st</sup> two weeks of March 2020, prior to the effects of the pandemic, initial UI claims in Michigan were just above 5,000, placing the state 10<sup>th</sup> nationally for the week ended March 7<sup>th</sup>, and 13<sup>th</sup> nationally for the week ended March 14<sup>th</sup>. After the stay-at-home order went into effect on March 24, initial claims reached over 300,000 for the week ending March 28. Initial claims peaked in the week ending April 4, with 383,404 claims, ranking it the 4<sup>th</sup> highest climb of any state from the week ending March 7 to the corresponding COVID-period peak. The state not only had the 4<sup>th</sup> highest overall increase from start to peak, but also the 4<sup>th</sup> largest nationally in percentage terms with a 7,445% increase. These measures more accurately reflect the impact on Michigan's workers and UI claims system, placing it in the bottom decile nationally.<sup>5</sup>

It is also worth noting that claims did not come from all groups equally. In Michigan, as well as the U.S., the percentage increase in UI claims among females nearly doubled the increase among males between February and May. While claims among males increased 903%, they spiked 2,066% among females, almost doubling the national increase for each group. Nearly every racial minority group in Michigan had claim increases outpacing the total state increase. Claims among Asians increased 3,810% far outpacing the national increase for the group of 1,839%. With an increase of 1,528% claims among the Black or African American population total claims also well outpaced the national increase among the group of 890%.<sup>5</sup>

### **Impact on Michigan Payroll Jobs**

Naturally, dramatic increases in unemployment and UI claims occurred contemporaneously with largescale job losses across most Michigan industries. Total payroll jobs in Michigan fell by

nearly a quarter off a base of roughly 4.5 million in April. The 23.1% reduction was almost 10 percentage points worse than the national job decline and represented over 1 million fewer jobs across the state, marking the largest numeric and percentage monthly drop in payroll jobs in Michigan's recorded history. Michigan's overall job count remained 13.5% lower than its February level. By comparison, the national loss was 9.6% during this period.<sup>4</sup>

Compared to other states, Michigan's pandemic-related job losses placed it well within the lowest quintile in terms of both numeric and percent job growth. The loss of 600,000 payroll jobs between February and June ranked Michigan 44<sup>th</sup> in numeric job growth, while the corresponding 13.5% decline placed the state even lower at 46<sup>th</sup>.<sup>4</sup> While a discussion of each industry sector is beyond the scope of this narrative, the performance of two sectors is noteworthy. After registering roughly 435,000 jobs in Leisure and hospitality in January and February of this year, Michigan lost 255,000 jobs in this sector between February and April—over half of its base. While some jobs in this industry did bounce back by June, the total sector remained down almost 192,000 jobs, or 44%, from February. Respectively, these two figures ranked Michigan in the bottom quintile (42<sup>nd</sup> and 45<sup>th</sup>) nationally for this period.<sup>4</sup> Michigan is also heavily reliant on its manufacturing base, as the sector accounts for 14% of total nonfarm jobs in the state, the 4<sup>th</sup> highest concentration of such jobs nationally. Because these jobs are not conducive to teleworking accommodations, measures like percent of population without broadband access from Appendix 1, where Michigan ranks near the middle of the pack, fail to fully capture at least some of the workplace burden posed by stay-at-home restrictions. Furthermore, production jobs prevent an additional pandemic-related hardship since manufacturers tend to employ relatively larger numbers of workers concentrated in one location. Only one other state lost more manufacturing jobs between February and June than Michigan's

loss of 69,100, and the corresponding 11.1% decline placed the state in the bottom decile (46<sup>th</sup>).

### Job Losses in Lower-Paying Industry Sectors

Also demonstrating the economic impact of the pandemic on Michigan is the vulnerability of workers in lower-paying industries, who were disproportionately affected by job losses in 2020. Not only was this the case relative to other higher-paying sectors, but it was also true across the same sectors nationally. Roughly 353,000 of the 600,000 Michigan jobs lost during this span came from industries with average annual wages of \$40,820 or lower. Overall, these lower-paying industries lost 25% of jobs during the pandemic period, compared to a loss of only eight (8)% overall in sectors with annual wages above this level.<sup>4</sup> Nationally, the lower-paying wage sectors were also disproportionately impacted relative to the overall job loss, but the decline was only 17%, a full eight percentage points

lower than these sectors in Michigan. Sectors paying above this wage level only lost 6% of jobs nationally, comparable to Michigan<sup>6</sup>.



Michigan’s aggressive early response has had an exceptional impact on the state

economy. Residents, workers, businesses, and others have experienced rapid, unprecedented hardship and challenges as a result. Unemployment increases and payroll job losses registered some of the largest monthly movements on record, piling the devastation Michigan faced during the Great Recession, and pushed the state near the bottom 20% (and in some cases 10) when compared to how other states have fared during the pandemic period.

<sup>6</sup> U.S. BLS, Quarterly Census of Employment and Wages (QCEW), 2020

## B. Quality of Project Services and Quality of the Project Design

### Take the LEAP

Michigan is committed to providing services which are equitable and accessible for all residents, particularly those that are underserved and underrepresented based on race, color, national origin, gender, age or disability. LEO's stated mission is to "Expand economic opportunity and prosperity for all." The department's vision statement reads "Make Michigan a place where all PEOPLE, BUSINESSES, AND COMMUNITIES have the educational and economic means to reach their full potential." LEO's guiding principles include a commitment to equity, with an emphasis on closing opportunity gaps "for marginalized populations, including but not limited to race, gender, geography, socioeconomic status, LGBTQ+." MiLEAP intentionally targets services to individuals who are unemployed, dislocated, underemployed workers, COVID-19 essential workers, participants living in distressed rural and urban communities, and economically disadvantaged individuals. Service providers consistently identify and communicate with participants to meet them where they are and complete ICAs to identify skill gaps and necessary supportive services. IHEs, MWAs, and other education and training organizations provide supportive services, attendance costs, including books and supplies, transportation, childcare, and financial literacy, to assist participants in effectively transitioning from unemployment to education and training to sustaining employment.

The program requires prospective participants possessing a high school equivalency (HSE) credential to complete the Free Application for Federal Student Aid (FAFSA). Prospective participants lacking an HSE credential will be connected to the state's Adult Education program, Earn More, Learn More! to obtain their HSE and enroll in MiLEAP. Additionally, under MiLEAP, IHE's and Michigan Works! develop a strategic approach for all participants to fulfill

competency gaps, outlining training, skills and course requirements, including specific timeframes for program completion.

MiLEAP Navigators will serve as a one-stop service delivery to coordinate services and ensure participants' continuous, uninterrupted progress. Based on results from ICAs, Navigators will work with participants to identify barriers and develop a customized ICLP to mitigate challenges and address how employees will build competencies to meet employer needs. The ICLP will account for participant and program agility and assess for evidence of skills mastery gained through prior education, training, and work experience which may complement and/or substitute for required coursework, resulting in a shortened training program. Championing agility and efficiency in matching participant competency with employer demand, Navigators will provide the springboard for participants to leap over existing barriers leading to success.

The pandemic has had an unprecedented impact on the nation's IHEs, forcing most to modify instructional modalities. Michigan traditionally has provided face-to face education and training, but MiLEAP will allow for a more non-traditional approach. The Michigan Occupational Deans Administrative Council (MODAC) reports, close to 50% of Perkins eligible IHEs have adopted a virtual and hybrid format for instruction for Fall 2020. MiLEAP utilizes virtual methods of instruction, while also striving to leap the digital divide and improve equity and access for all participants. Participants may receive computers-laptops, or other equipment required to support their journey through short-term education and training.

This approach is the result of extensive collaboration and best practice experiences among LEO-WD, the Michigan Works! Association, the Michigan Community College Association, the Michigan Department of Education (MDE), and the Michigan Department of Health and Human Services (MDHHS). LEO-WD will develop and implement a comprehensive program evaluation

and annual report to strengthen MiLEAP as it seeks to fulfill its program goals, services, and outcomes through the duration of the grant. The intent of MiLEAP is to assist Michigan industries and individuals that were tremendously impacted by COVID-19.

### **Absolute Priority 1 Project Plan**

Building on previous program successes and partnerships, informed by current labor market data, and guided by the ICAs, MiLEAP provides for the rapid, streamlined transition of participants into the demand-driven workforce. The program design is based on existing and proven industry-driven training and education programs in Michigan. This includes the Going PRO Talent Fund (Talent Fund), the Apprenticeship Success Coordinators (ASC) model, and utilization of sector partnerships such as the Michigan Industry Cluster Approach (MICA).

The Talent Fund is one of the most powerful tools in Michigan’s toolkit to address in-demand skill growth and employer talent needs, and its structure is easily adaptable to the requirements and expectations of the ESF-RWP NIA. Funding supports short-term training leading to a transferrable credential recognized by industry. Codified into law in 2018, this model provides evidence of the state’s ability to develop and implement innovative workforce preparation solutions. It allows up to \$ [REDACTED] per person, or up to \$ [REDACTED] for new U.S. Department of Labor (USDOL) Registered Apprentices (RAs), to help offset employers’ training costs. Nearly 100,000 workers have received education and training via short-term, employer-driven programs, and more than 3,500 new RAs have advanced into high-skill, high-wage careers. The Talent Fund’s competitive application and awards practices, including employer information sessions and fact-finding, will inform and serve as a platform for the MiLEAP RFP process.

Considered a best practice nationally, the Apprenticeship Success Coordinators (ASC) model, delivered through the Michigan Works! system, has been extremely successful in matching

eligible participants in apprenticeship programs with employers and conducting fact-finding sessions to assess their talent skill gaps and suitable training providers where applicable. Since early 2017, ASCs have cultivated more than 2,300 new RAs. Inspired by the success of the ASC model, Navigators will provide technical assistance to ensure participant success.

Michigan's utilization of sector partnerships since 2004 has been a proven accelerator for both short-term customized work-based learning (WBL) and RA expansion. Through June 2020, 11 State Apprenticeship Expansion (SAE) grant-funded partnerships cultivated 1,084 new RAs. More are planned via these partnerships and similarly formed 16 employer-led collaborative (ELCs) grantees under the MICA, the State's sector partnership strategy. MiLEAP consortia will build on existing partnerships and spur new ones to drive innovative training opportunities.

Michigan's 16 local MWAs and 32 Perkins program IHEs will be eligible to submit applications in response to the competitive RFP. LEO-WD anticipates making at least 10 awards ranging between [REDACTED] serving 5,000 or more participants over a 30-month period. Sub-grantees are expected to support each participant up to \$ [REDACTED] based on the average costs associated with successful outcomes from other federal and state-funded best practice programs. This RFP will require sub-grantees to form employer championed regional consortia of required key education and employer partners, similar to the 16 ELC current MICA-funded grantees.

Sub-grantees must demonstrate the ability to recruit, engage, and retain participants who are most at risk and located in distressed communities. This includes those who have traditionally been underrepresented based on race, color, national origin, gender, age, or disability. Individuals who are dislocated, underemployed, low-income, on public assistance, entry-level essential workers, and individuals from the ALICE<sup>7</sup> (Asset Limited Income Constrained

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<sup>7</sup> ALICE in Michigan: A Financial Hardship Study, 2019

Employed) population. ALICE individuals are employed and above federal poverty levels but struggle to meet basic needs. In 2017, 1,664,606 Michigan households (43%) could not afford housing, childcare, food, transportation, healthcare, and technology.

Regional consortia will be responsible for identifying populations most impacted by COVID-19, local talent needs, gaps in education and training programs, and accessibility to expanded remote learning opportunities. Sub-grantees will work together to design innovative short-term training programs and career pathways centered around industry relevant competencies.

Emphasis will be placed on developing tools that accurately assess the support needs of targeted populations, ranging from basic livelihood needs to academic assistance and career guidance.

In summary, MiLEAP program requirements include the establishment and utilization of Navigators; short-term customized education and training solutions that result in industry recognized credentials; distance learning and hybrid or blended learning modalities of instructional delivery; the cultivation of competency-based and work-based learning opportunities including RAs; opportunities for employers to collaborate in industry-sector training initiatives; engagement and participation of under-represented populations and distressed geographic regions; credential transparency to job seekers, employers, and education and training providers; and through leveraged resources, a focus on high school diploma or equivalent credential attainment and supportive services designed to eliminate barriers.

|  |                       |                          |
|--|-----------------------|--------------------------|
| <b>MiLEAP MISSION:</b> Implement short-term, learning programs resulting in credentials, career pathways, and work-based learning opportunities including registered apprenticeships |                       |                          |
| <b>Goal #1 Build Out MiLEAP Team</b>   |                       |                          |
| <b>Deliverable(s):</b>   | <b>Timeframe</b>      | <b>Deliverable Dates</b> |
| <ul style="list-style-type: none"> <li>Develop position descriptions</li> </ul>  | Oct. 2020 – Nov. 2020 | Dec. 1, 2020             |
| <ul style="list-style-type: none"> <li>Recruit, hire, and onboard MiLEAP Staff</li> </ul>  | Dec. 2020 – Jan 2021  | Jan 15, 2021             |
| <b>Implementer(s):</b>   |                       |                          |
| <ul style="list-style-type: none"> <li>Division Administrator, Administrative Manager, LEO Human Resources</li> </ul>  |                       |                          |
| <b>Goal #2: Develop Program Through Documentation, Policy, Technical Guidance, Program Manual</b>  |                       |                          |

| <b>Deliverable(s):</b>   | <b>Timeframe</b>      | <b>Deliverable Dates</b> |
|--|-----------------------|--------------------------|
| <ul style="list-style-type: none"> <li>Develop RFP for sub-grant awards, review applications, award sub-grantees</li> </ul>  | Oct. 2020 – Apr. 2021 | Apr. 1, 2021             |
| <ul style="list-style-type: none"> <li>Develop and issue ICA, ICLP, Program Manual, Navigator Position Description, Performance Measures, Data Collection and Reporting Guidance, Compliance and Monitoring Guidance</li> </ul>                                  | Oct. 2020 – Apr. 2021 | May 1, 2021              |
| <b>Implementer(s):</b>   |                       |                          |
| <ul style="list-style-type: none"> <li>MiLEAP Team</li> </ul>  |                       |                          |
| <b>Goal #3: Develop Communication and Outreach Strategy</b>  |                       |                          |
| <b>Deliverable(s):</b>   | <b>Timeframe</b>      | <b>Deliverable Dates</b> |
| <ul style="list-style-type: none"> <li>Develop and issue MiLEAP branding materials</li> </ul>  | Oct. 2020 – Apr. 2021 | Sep 30, 2023             |
| <ul style="list-style-type: none"> <li>Disseminate MiLEAP program description and applicant eligibility criteria</li> </ul>  | Jan 2021 – Mar. 2021  | Mar. 1, 2021             |
| <ul style="list-style-type: none"> <li>Leverage existing outreach strategies, Futures for Frontliners and SNAP-Perkins</li> </ul>  | Oct. 2020 – Apr. 2021 | Sep 30, 2023             |
| <b>Implementer(s):</b>   |                       |                          |
| <ul style="list-style-type: none"> <li>MiLEAP Team, LEO Communications, LEO- Work-Based Learning, MI Dept. of Health and Human Services, IHEs, Michigan Works! Association, sub-grantees, LEO Adult Education, Michigan Community College Association</li> </ul> |                       |                          |
| <b>Goal #4: Progressive Program Management</b>   |                       |                          |
| <b>Deliverable(s):</b>   | <b>Timeframe</b>      | <b>Deliverable Dates</b> |
| <ul style="list-style-type: none"> <li>Program Launch</li> </ul>   | Apr. 2021             | Apr. 30, 2021            |
| <ul style="list-style-type: none"> <li>Orientation &amp; Program Meetings</li> </ul>   | Apr. 2021 – Sep. 2023 | Sep 30, 2023             |
| <ul style="list-style-type: none"> <li>Monitoring &amp; Technical Assistance</li> </ul>  | Apr. 2021 – Sep. 2023 | Sep 30, 2023             |
| <b>Implementer(s):</b>   |                       |                          |
| <ul style="list-style-type: none"> <li>MiLEAP Team</li> </ul>  |                       |                          |
| <b>Goal #5: Modify data reporting and open source, transparent credential tracking systems</b>   |                       |                          |
| <b>Deliverable(s):</b>   | <b>Timeframe</b>      | <b>Deliverable Dates</b> |
| <ul style="list-style-type: none"> <li>Complete vendor RFP process</li> </ul>  | Feb. 2021 – Apr. 2021 | May 30, 2021             |
| <ul style="list-style-type: none"> <li>Launch/operationalize credential tracking system</li> </ul>   | Apr. 2021 – Sep. 2023 | May 30, 2021             |
| <ul style="list-style-type: none"> <li>Implement/start OSMIS data reporting</li> </ul>   | Apr. 2021 – Sep. 2023 | May 30, 2021             |
| <b>Implementer(s):</b>   |                       |                          |
| <ul style="list-style-type: none"> <li>MiLEAP Team, LEO Data and Reporting, LEO Finance, LEO Work-Based Learning, LEO Talent Information Systems</li> </ul>  |                       |                          |

### Gaps or Weaknesses

Increasingly, Michigan residents require credentials or postsecondary degrees, to qualify for available high-skill, high-wage jobs in the state. Currently, there exists a gap between industry skill needs and training curriculum which may be exacerbated by the number of Michigan

residents without an HSE. Michigan has set a new statewide goal to increase the number of Michiganders with a postsecondary credential (a high-quality industry certificate, associate degree or higher) to 60% by 2030 (Sixty by 30). The state’s strategy is centered around the positive correlation between education attainment and household income. Michigan currently ranks 36<sup>th</sup> and 34<sup>th</sup> nationally for postsecondary education attainment and household income.<sup>8</sup>

Significant attainment gaps exist by race/ethnicity, income, and region. With a boost from MiLEAP, Michigan will work to close these gaps and create equal opportunity for all residents. According to the ALICE Report of 2019, the number of households below the ALICE Threshold in Michigan increased in most age and racial/ethnic groups from 2010 to 2017. COVID-19 ultimately effected this population as these households are one missed paycheck or health emergency away from severe financial consequences.

### **Expansion of Access to Remote Learning Options**

COVID-19 has significantly impacted Michigan’s IHEs, and other education and training providers’ ability to offer instruction through traditional face to face learning models. It has necessitated the expansion of existing remote learning options and the exploration of innovative ways to offer programs fully online or through hybrid/blended learning models. In six short months remote learning has become the new normal in terms of instructional delivery. LEO-WD has directly experienced this shift through the impact on the education and training partners that currently serve as grantees and sub-grantees for MICA, Talent Fund, SAE, Perkins, and other WBL programs. Challenges remain particularly when hands-on, applied learning is not suitable for virtual learning with excessive costs for simulation software and other technology.

To expand access to remote learning opportunities, MiLEAP requires sub-grantees to bolster

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<sup>8</sup> 2019 State of the State, Governor Gretchen Whitmer

remote curriculum offerings as well as accessibility through information technology infrastructure improvements and equipment availability to students, such as laptops, smart devices, and access to broadband. It will be critical that education and training providers establish appropriate learning outcomes and assessments to monitor, evaluate, and improve student outcomes. MiLEAP challenges institutions to provide remotely configured supportive services to all students.

### **Related Activities**

In addition to the MiLEAP partnership structure, a number of state initiatives are strategically aligned to this work. LEO-WD has launched Michigan Skills to Work, which will support efforts with new, up-to-date education and career advancement information. Skills to Work is a one-stop web-based portal, offering a comprehensive information and tools on careers and education attainment to prospective students, workers, workforce development and education professionals, and others. Skills to Work includes a Return to Work Playbook, designed in direct response to the disruption and displacement of workers due to COVID-19. Another example is the Future for Frontliners program announced by the Governor in April 2020 as one strategy to assist Michigan's essential workers who have remained on the job during COVID-19. This program provides a tuition-free pathway to higher education and industry recognized credentials for essential workers, who do not possess a college degree.

### **Program Data Collection and Linked Open Data Formats**

Eligible lead applicants and fiduciaries will ensure participant and performance tracking through data entry into the One-Stop Management Information System (OSMIS) - the state's federal data collection and reporting system for WIOA and other state and federal programs.

LEO-WD is one of 15 Credential Engine state partners for the last two years. This work strives to establish credential transparency and accessibility through open technologies that

ensures interoperability, data reuse, and scalability from regions and states to national and international levels. These technologies will also publish required and essential information in the Credential Registry and ensure that these data are able to be used throughout Michigan.

MiLEAP will include the publishing of data related to credentials and competencies in linked open data schema. Technology will be used to develop and ensure that a common language exists for describing credentials and competencies, open Application Programming Interfaces (APIs), create tools for publishing information as Linked Open Data, and use a national Registry as a repository for the diverse range of credential competency types and providers. MiLEAP will contract to develop training and technical assistance materials specific to Michigan's publishing requirements to assist sub-grantees with tracking credential data. The cost attributed to open data sourcing will also include providing technical assistance and engaging sub-grantees and other stakeholders through webinars and meetings to achieve the requirements of the program.

### **State Assets and Collaborative Efforts for COVID-19 Response**

In response to the economic impacts of COVID-19 and the need for short-term educational programs, including those that support small businesses, the State has leveraged federal and non-federal resources, allowing for flexibility for local areas to select resources that will be most effective in their respective communities. To address an immediate need for Contact Tracers, LEO-WD received a \$3.3 million National Dislocated Workers Grant (DWG). Dislocated workers due to business closures or disruptions caused by the outbreak are eligible participants.

On July 1, 2020, The U.S Department of Labor awarded two apprenticeship grants to Michigan totaling more than \$ [REDACTED] LEO was awarded nearly \$ [REDACTED] to strategically scale the use of the national Registered Apprenticeship Program (RAP) model. The new Michigan Registered Apprenticeship Innovation Network (MiRAIN) program will accelerate the

addition of more than 5,230 workers. The \$ [REDACTED] in grant funding – which was pursued in partnership with the MDE, Office of Career and Technical Education – will support the Michigan Youth Apprenticeship Readiness Network (MiYARN) program. It will develop 1,024 Youth RAs and, through the engagement of LEO’s Michigan Rehabilitation Services, will ensure at least 124 of those apprentices are youth with disabilities.

LEO-WD is also the administrator of the SOM’s Perkins Postsecondary grant, which is the office will administer MiLEAP. On July 28, 2020, USDOE approved MDE's, the designated federal Perkins award recipient for the SOM, waiver request to extend the FY 2018 grant period by 12 months, authorized under the CARES Act allowing the USDOE to extend the period of availability of State formula grant funds authorized by the Perkins Act. These state level funds, will now be made available to Perkins eligible IHEs through September 30, 2021.

### **Immediate Needs for Education, Support, and Mentorship**

In partnership with Michigan Department of Technology, Management and Budget, Bureau of Labor Market Information and Strategic Initiatives (LMISI) which generates up to date standard and customized labor market information. This data, coupled with real-time industry input, informs and directs LEO-WD, MWAs, and IHEs’ education and training decisions.

Further, Navigators will work with employers, IHEs and MWAs to provide participants with experience in, and understanding of, all aspects of an industry. Students enrolled in career and technical education (CTE) programs have work-based learning opportunities such as apprenticeships, internships, mentorships, and simulated work environments. Navigators will promote career awareness and education in support of the participant’s ICLP.

Navigator efforts will be coupled with existing successful career awareness and exploration such as MiCareer Quest and Talent Tours that provide educators and employers, the opportunity

to present hands-on career exploration. These opportunities will provide participants with industry-specific mentors, work experiences and augmented course content.

### **Short-Term Educational Programs or Career Pathways**

In normal times, LEO-WD’s workforce development sector strategies and WBL includes RA investments in eight prioritized industry clusters: Agriculture, Construction, Energy, Healthcare, Hospitality, Information Technology and Media, Manufacturing, and Mobility. This prioritization is based on labor market research including the employment base and economic impact of the industry cluster.



Due to COVID-19, the performance of leisure and hospitality and manufacturing sectors suffered sizable job losses in the labor market due to challenges with retention and an abrupt change in work environments. Conversely healthcare, food processing, and retail experienced sizable talent shortages. Some employees

were faced with rapidly changing workplace competency demands and technology adjustments, while others were unable to return to work due to capability limitations or fewer patrons.

Successful sub-grantee proposals will incorporate LMI data, and local employers’ needs, with a keen focus on industries experiencing growth and/or skills gaps brought on by COVID-19.

### **Industry Sectors and Sector Leaders**

There has been a ground swell of support for the MiLEAP approach from employers, sector partnerships, MWAs, and IHEs. The list included as Appendix 1 includes 48 eligible applicant leads/fiduciaries in addition to many employers and industry partners.

MiLEAP consortia will create the opportunity for employers within a single industry or a

geographic area to jointly engage with the workforce system and identify their talent demands and challenges. In this approach, talent issues may be handled more efficiently through multi-company, industry focused employment and training programs. Regionally, partners will convene to solve talent challenges. The convener, (MiLEAP lead applicant) researches information about in-demand jobs, skills gaps, training needs, job seeker screening factors, and other related issues to rally employers to develop short-term education and training programs.

### **Prior Experience**

Michigan has in-depth experience with discretionary funded sector and industry-based initiatives including: 1) the development of sector-based RAs; 2) the 2004 launch of Regional Skills Alliances (RSAs) initiative, which has evolved into today's MICA program with more than 50 ELCs; 3) seven years of appropriations from the legislature for the Talent Fund, starting at [REDACTED] and increasing to more than [REDACTED]; and 4) approximately [REDACTED] in SAE grants since 2016.

Activities supported by RAs provide career paths to high-skilled, high-wage jobs for Michigan residents, including underrepresented populations, youth, women, ethnic minority communities, Native Americans, persons with disabilities and veterans. Efforts to date, show 1,976 of the targeted 3,084 new RAs (64%), within 55% of the performance period.

The experience gained, lessons learned, partnerships formed, and service delivery infrastructure established through this work, well positions LEO-WD for the implementation of MiLEAP and the resultant success dedicated workforce development emphasis and resources to the State of Michigan's comprehensive COVID-19 response.

### **Recruiting Businesses and Employers**

MiLEAP will employ a multi-pronged approach to engage employers to leap into opportunity.

Employers will invest in participants to remedy talent shortages through the acceptance of credentials gained through the program. Sub-grantees will identify competency gaps and employer needs within a specific timeframe to streamline and level the path to employment.

In collaboration with LEO-WD, the Michigan Workforce Development Board will promote MiLEAP to employers at the state level. Michigan's broad business services network will be deployed to provide visibility and adoption of MiLEAP including: the LEO-WD Talent Development Liaisons (TDLs); MWA Business Services Representatives (BSRs); Michigan Economic Development Corporation (MEDC) Business Strategy Managers (BSMs); and the Perkins Postsecondary CTE programs through their Industry Advisory Councils. These teams, representing workforce, education, and economic development provide a comprehensive employer recruitment approach that has proved successful in prior and current programs.

### **Experienced Educational Providers**

LEO-WD identified MiLEAP eligible applicants because of their experience working with industry leaders and employers to develop or provide competency-based education programs and they have leapt at the opportunity to participate. For example, Grand Rapids Community College's (GRCC) 22-week Medical Assistant (MA) apprenticeship initiative utilizes a regional consortium with healthcare employers, neighboring community colleges, West Michigan Works! (WMW!) and the USDOL. WMW! screens individuals interested in the program and assist them to assemble a career portfolio. Those who successfully complete the screening process are referred to employers to fill entry-level positions. These apprenticeships allow students to work while gaining skills toward the national Registered MA credential.

### **Targeted Participant Recruitment**

Recruiting unemployed, dislocated workers, workers seeking job transition or advancement

will not be a long leap. These individuals are already being engaged and served with limited resources in both the workforce and educational systems. Our anticipated partners leading the charge at the regional level are working with these individuals today. For example, the Michigan Works! system serves three million job seekers annually, in addition to the roughly 90,000 CTE students served by Perkins eligible IHEs. Existing recruitment opportunities, including Futures for Frontliners and Supplemental Nutrition Assistance Program(SNAP)-Perkins, will be augmented by strategic outreach and promotion plans at both the state and regional level; which may include public forums, e-blasts to job seeker listservs, press releases, banners on job boards.

As a part of MiLEAP proposals, eligible applicants will be asked to articulate targeted strategies to reach participants and include leveraging the role of the Navigator and ICAs to clearly identify marginalized or vulnerable populations.

LEO-WD will promote recruitment through state and local staff who administer longstanding workforce programs such as the WIOA, Wagner-Peyser Employment Services, Michigan Rehabilitation Services, the Bureau of Services for Blind Persons, Temporary Assistance for Needy Families (TANF) and the Food Assistance Employment & Training Program. The Learn More, Earn More! outreach campaign to inform Michiganders about the benefits and opportunities available through Adult Education programs and services will serve as a recruitment tool. LEO-WD will also tap state and local partners working with newly funded initiatives such as the Disaster Recovery National DWG, MiRAIN, and MiYARN in partnership with the MDE-Office of Career and Technical Education.

To address the possibility that participant demand exceeds supply, participation in the program will be based on a combination of need and on a first come, first serve basis dependent on available funding. Funding is intended to serve as last dollar, leveraging other sources.

### C. Quality of the Management Plan and Adequacy of Resources

The responsibility for properly carrying out and coordinating the scope of work as described in the MiLEAP proposal, rests within the LEO-WD Industry Engagement Division, which also provides oversight to Perkins V Postsecondary grant administration. LEO-WD plans an RFP, selection process, grant sub-awards, and provide technical assistance and program guidance.

The MiLEAP team will include: 1) Division Administrator for Industry Engagement, Marcia S. Black-Watson, with 22 years of workforce development experience, including the successful administration of seven discretionary federal grants; 2) Work-Based Learning Manager, Keenan Wade, with 26 years of workforce development experience; 3) one Departmental Specialist; 4) two Departmental Analysts; and 5) one Administrative Assistant. The Industry Engagement Division Administrator will serve in a leadership and advisory capacity and serves as the official point of contact with the USDOE for this grant. The Administrative Manager is instrumental in providing oversight of daily operations. A Departmental Specialist (Limited Term)–will be recruited and selected to serve as the Program Coordinator and primary point of contact for the sub-grantees. Two Departmental Analysts (Limited Term) will be recruited to assist in interfacing with sub-grantees, conducting research and analysis for assignments, coordinating meetings and special events, providing technical assistance, and analyzing and tracking program data. The existing Administrative Assistant will provide administrative support services for the program. Resumés of existing personnel can be found in Appendix 1.

Human resources will assist with position establishments, hiring, independent contractors, monitoring EEO and ADA compliance, assisting with the application process, skills testing for applicants and temporary clerical referrals, conducting orientations, and maintaining personnel documentation. All positions contain a non-discrimination policy statement. Positions will be

awarded based on employee qualifications and all salaries and benefits will be standardized among employees independent of race, sex, disability, sexual orientation, or other criteria.

### **Adequacy of Resources**

The costs identified in the budget are adequate to support the proposed program and are reasonable, relative to scope and outcomes. As indicated, MiLEAP will strive to increase the education attainment and industry recognized credentialing of Michigan job seekers. Funds will support Michigan's Workforce Development Board and LEO-WD to provide exceptional guidance, including administrative oversight, technical assistance, evaluation of the program, supplies and other resources to improve and increase outcomes. Additionally, LEO-WD will seek support throughout additional State departments and programs, such as the MWAs, Michigan Department of Treasury, Michigan Unemployment Insurance Agency, the WIOA Adult Program, and the Michigan Adult Education Program to identify ESW-RFP MiLEAP participants. All funds designated for a participant's cost of attendance in a training and/or education, short-term program, will be the last dollar after a student has been determined or verified as economically disadvantaged via the FAFSA, MDHHS or other State approved entities. The program will require prospective participants possessing an HSE credential to complete the FAFSA. Prospective participants lacking an HSE credential will be connected to the state's Adult Education program, Earn More, Learn More! to obtain their HSE and enroll in MiLEAP. Sub-grantees may include in their project scope, cost associated with, a participant's attendance cost, tuition and fees, hiring staff, purchasing equipment and supplies, transportation vouchers, childcare support, protective gear, and other supportive services.

Either the IHE or the MWAs may serve as the fiduciary for the award. All funds will be awarded to sub-grantees on a reimbursement basis. Sub-grantees will be required to submit a

plan of action, including a description of activities, budget and budget narrative, including administrative expenses, not to exceed 10 percent, and outcomes which will achieve the outlined goals and objectives. Sub-grantees will also be required to submit quarterly expenditure reports, including a description of the activities, associated costs, and outcomes if available.

### **Reasonability of Costs**

Costs are consistent with maximum thresholds in other state and federal programs. For example, per participant cost will be limited to \$ [REDACTED] mirroring cost per participants allowed for both the state's Talent Fund program and SAE grant awards. This range of support has been proven to provide adequate and reasonable resources for participants to complete short-term education and training programs along with supportive services to ensure their success. Some students will require the full amount, while others will require less depending on their needs.

MiLEAP costs are reasonable and will support a minimum of 5,000 participants. To provide direct services to participants, 94 percent of the budget will be awarded to sub-grantees.

Without the proposed costs for the program, a vibrant future for Michigan is difficult to imagine without an educated, skilled workforce. In addition to enriching the cultural and social fabric of the state, MiLEAP funds will support the activities, as outlined in the program, specifically the development of a highly skilled workforce necessary for Michigan to remain an economic leader in the country.

### **Performance Measures**

MiLEAP performance measure targets are similar to WIOA. Proposed targets for (b) and (d) below are derived from the current Michigan WIOA targets, which use historical data to predict outcomes. For the performance target (c), measuring employed full-time in occupation directly related to program of study, MiLEAP proposes to determine a baseline in year two (2). The

rationale is the information is not collected for WIOA, therefore MiLEAP will collect data in year one of the grant to establish a baseline in year two (2).

The proposed targets are adjusted to reflect WIOA outcomes in distressed Michigan communities. The proposed measures are ambitious because they are higher than the historical performance levels for distressed communities, yet feasible based on the coordinated efforts and additional resources to support participants in the grant.

Michigan anticipates serving 5,000 participants over a 36-month period. This baseline number was calculated using the minimal amount of adequate grant funding to support the largest number of participants. MiLEAP proposes up to \$ [REDACTED] per participant in last dollar funding. The \$ [REDACTED] amount is based on the average estimated cost of training RAs.

| Performance Measures  | Proposed Performance Measure Target   |
|---|---|
| (a) Number of students served by project: the percentage of who enrolled in in a program receiving grant funds who completed the program.                                 | 83%<br><u>5,000 Participant Program Completers (a)</u><br>Baseline 6,000 Participants     |
| (b) The percentage of individuals who enrolled in a program receiving grant funds who were employed in the second quarter after exiting the program.                      | 78%<br><u>3,900 Participants Employed (b)</u><br>5,000 Participant Program Completers (a) |
| (c) The percentage of individuals employed in the second quarter after exit who are employed full-time in an occupation that is directly related to the program of study. | Establish Baseline in Year two (2)  |
| (d) The median earnings of individuals in (b) and (c) above.  | \$6,621 per quarter   |

## Other Attachment File(s)

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\* **Mandatory Other Attachment Filename:**

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# MARCIA SARAH BLACK-WATSON

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**WORKFORCE DEVELOPMENT PROFESSIONAL:**

Workforce development leader with more than 22 years of experience seeking the opportunity to work with industry and talent partners to identify recruitment, training, and retention issues and develop innovative solutions to meet employer demand for skilled workers.

**EXPERTISE:**

- Industry and partner convening and facilitation
  - Talent recruitment, training, and retention needs identification
  - Training and retraining strategies
  - Project Management
- 

**PROFESSIONAL EXPERIENCE:**

**Labor and Economic Opportunity – Workforce Development**, 201 N. Washington Square, Lansing, MI 48913

Job Title: Industry Engagement Director  
State Division Administrator 17  
Industry Engagement Director

Duties: Provides leadership and direction to a team focused on promoting demand-driven workforce development strategies to help attract, retain, and develop talent in high growth, high wage industry sectors, including agriculture, construction, energy, information technology, health care, and manufacturing. The division engages employers, the Michigan Works! System; educational entities; economic development, other local, state and federal partners to execute programs and initiatives that produce successful recruitment, training, placement, and retention outcomes. The division administers programs such as: Business Resource Networks (BRNs), Carl D. Perkins – Postsecondary, Community College Skilled Trades Equipment Program (CCSTEP), Going PRO Talent Fund, Michigan Industry Cluster Approach (MICA), Michigan State Apprenticeship Expansion (SAE), and Talent Development Liaisons (TDLs).

**08/11 – Present**

**Michigan Department of Energy, Labor & Economic Growth**, 611 W. Ottawa, Lansing, MI 48933

Job Title: Deputy Director – Employer Services  
State Office Administrator 17  
Bureau of Workforce Transformation

Duties: Served as the Deputy Director of Employer Services within the Bureau of Workforce Transformation responsible for oversight of the Regional and Sectoral Strategies and Meeting Employer Needs Divisions including more than 50 staff and approximately \$90 million in resources to grow and foster Michigan's economy through the creation and implementation of demand-driven workforce development strategies. Managed innovative initiatives, projects, and programs designed to address Michigan's workforce needs through regional and sectoral strategies working on a multiple employer scale as well as assistance to individual employers in need of help with worker recruitment, screening and/or training, and overall workforce-related business practice or strategy. In coordination with the Michigan Economic Development Corporation (MEDC), ensured swift, creative, collaborative, and comprehensive responses to workforce side of employer retention and 'attraction' packages. Managed incumbent worker training efforts throughout the state.

**06/08 – 08/11**

Job Title: Senior Executive Assistant Director 16 – Limited Term  
Director's Office

Duties: Senior Executive Assistant Director - Assisted the department's Deputy Director responsible for workforce development programs with daily responsibilities, special projects, and initiatives. Responsible for the oversight of the Bureau of Workforce Programs, Michigan Rehabilitation Services, Bureau of Career Education Programs, Advisory Administration Unit, Michigan Commission for the Blind, Bureau of Employment Relations, Commission on Disability Concerns, Labor Market Information and Strategic Initiatives, and the No Worker Left Behind Action Team. Managed or assisted with the development and implementation of new projects, programs, and initiatives, including the Workforce Innovation for Regional Economic Development Regions, 21<sup>st</sup> Century Regions, No Worker Left Behind, Caraco Pharmaceuticals and Plastech job retention and creation incentive packages, Road Construction Apprenticeship Readiness Program, and many other smaller efforts.

**02/06 – 06/08**

## **MARCIA SARAH BLACK-WATSON continued**

Job Title: Departmental Manager 15  
Director's Office

Duties: Lead staff support to the Council for Labor & Economic Growth (CLEG) – Directed a staff of four to provide administrative, operational, technical, and developmental support to the Council. Provided consistent policy leadership across Michigan's 25 workforce development areas, including working with local workforce development boards, Michigan Works! Agencies, and Michigan's One-Stop system.

**03/05 - 02/06**

Job Title: Departmental Specialist 14  
Bureau of Workforce Programs

Duties: Lead Staff Support – Temporarily assigned as lead staff support to the Council for Labor and Economic Growth, directing a staff of four to provide administrative, operational, technical, and developmental support to CLEG.

**12/04 – 03/05**

Duties: Executive Assistant - Served as the Executive Assistant to the Director for the Bureau of Workforce Programs whose responsibilities include administration of the Workforce Investment Act, Wagner Peyser Act, and employment and training components of Temporary Assistance for Needy Families and Food Assistance - - together covering 20 program areas. Managed or assisted with the development and implementation of new projects, programs, and initiatives, including the Value Added Performance Improvement System, Michigan Regional Skills Alliances, Michigan Opportunity Partnership, and many other smaller efforts.

**12/03 – 12/04**

**Michigan Department of Career Development, 201 N. Washington Square, Lansing, MI 48913**

Job Title: Departmental Specialist 14  
Executive Office, Workforce Programs

Duties: Executive Assistant - Served as Administrative Assistant to the Deputy Director for Workforce Programs whose responsibilities included the oversight of the Employment Service Agency, Michigan Rehabilitation Services, Office of Workforce Development, Workforce Transition Unit, and Office of Automated Systems and Development Services. Responsibilities involved advising and assisting the Deputy Director with program and initiative planning, and policy and procedure development associated with workforce development. Served as lead administrative support to the Michigan Workforce Investment Board, providing technical expertise to plan, direct, and coordinate the Board's local, state, and federal activities. Developed grant applications to secure funding necessary to undertake new initiatives, advised senior management relating to policy and program needs at the state and local level, and recommended, developed, prepared and disseminated statewide policy directives consistent with department and state goals and priorities.

**12/99 – 12/03**

Job Title: Departmental Specialist 13  
Office of Workforce Development, Workforce Training Division, JTPA Section

Duties: Funding Specialist - Responsible for the Financial Obligation Ledger, conducting statewide analysis of Workforce Development Board (WDB) spending by Job Training Partnership Act (JTPA) title on a quarterly basis. Worked with the various financial units of the Office of Workforce Development (OWD) to produce excess carry-in funding reports, governor's reserve funding recommendations, and expenditure projections for all WDBs. Acted as JTPA liaison with other OWD Divisions to track federal award documentation. Reviewed plans and budgets and provided technical assistance for the JTPA programs for three WDBs.

**05/98 – 12/99**

**Michigan Department of Transportation, 425 W. Ottawa, Lansing, MI 48909**

Job Title: Departmental Manager 12 (Freedom of Information Officer/Contracts Specialist)  
Bureau of Highways - Technical Services, Traffic and Safety Division

Duties: Freedom of Information Officer - Served as the Freedom of Information (FOI) Officer for the Michigan Department of Transportation (MDOT). Supervised and managed the functions of the FOI Sub-Unit, including accepting and processing requests for MDOT records throughout the state. Provided central coordination and response to requests requiring information from more than one bureau/region/division. Served as the department's liaison with the Office of Attorney General to coordinate the required review, advice, or opinion regarding records exempt from disclosure.

## **MARCIA SARAH BLACK-WATSON continued**

Duties: Contracts Specialist - Initiated and monitored contracts and authorizations to provide traffic engineering and research services. Determined acceptability of scope of work, in-house estimate, funding source, and cost proposal for conformance on initial, and amendment/revision requests. Processed documentation for initiating contracts, authorizations, or amendments/revisions. Monitored contracts and provided data analysis and reports regarding the contract language conformance and budget status to assist project managers and various requesting agencies.

**08/96 - 05/98**

Job Title: Departmental Analyst VI (Financial Analyst)  
Bureau of Highways, Design Division

Duties: Prepared contract documentation for initiating "as-needed" design contracts with consultants. Determined acceptability of fees, dates, and scopes of work on contracts for conformance to initial requests. Processed documentation to initiate contracts or requested further information in order to process. Evaluated invoices for reasonableness of progress payments in comparison with completion status. Provided programming expertise in order to develop, maintain and manipulate sophisticated database computer program to provide reports, answer inquiries and assist in file maintenance.

**03/92 - 08/96**

Job Title: Departmental Analyst IV-VI (Project Manager)  
Bureau of Urban and Public Transportation, Freight Division

Duties: Provided general research and analysis support to the division which was necessary to develop annual and five-year capital development program project priorities, to evaluate and recommend alternative project approaches, and to manage certain capital and property management projects; research, develop, and recommend procedures and practices which improve the efficiency and effectiveness of the division in carrying out program responsibilities.

**05/88 - 03/92**

**Manufacturers Bank of Lansing**, 101 N. Washington Square, Lansing, MI 48933

Job Title: Statement Analyst (Commercial Loans)

Duties: Spread financial statements, prepared monthly financial reports, operated computer terminal, customer service functions, credit ratings via the telephone, and investigated commercial loan customer credit histories.

**04/87 - 05/88**

### **EDUCATION:**

Michigan State University, East Lansing, Michigan  
Bachelor of Arts Degree in Material and Logistics Management (Purchasing), Minor in Accounting  
9/81 - 12/83

Lansing Community College, Lansing, Michigan  
Associate of Arts Degree in Business Pre-Accounting (MAGNA CUM LAUDE)  
9/79 - 6/81

Lansing Hill High School, Lansing, Michigan  
Graduated with a concentration in Accounting (WITH HONORS – 6<sup>TH</sup> IN CLASS)  
9/76 - 6/79

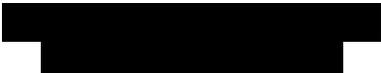
### **PERSONAL ACHIEVEMENTS:**

Delta Sigma Theta Honors Scholarship, Lansing Community College Honors Scholarship, Michigan State University Community College Honors Scholarship

### **PROFESSIONAL AFFILIATIONS:**

Church of God in Christ - Licensed Ordained Minister, National Adjutant Sister, Jurisdictional Secretary  
Flint Genesee Job Corps Industry Advisory Council – Member  
Michigan Energy Workforce Development Consortium – Executive Committee Member  
Michigan State University, School of Labor & Industrial Relations - Certified Business Solutions Professional  
Michigan Talent Pipeline Management Steering Committee - Member  
Midwest Transportation Workforce Center Advisory Council - Member  
National Visiting Committee for the Center for Advanced Automotive Technology – Member

**Keenan M. Wade**



**March 2017-Present**

**Work-Based Learning, Manager**

**Michigan Department of Labor and Economic Opportunity**

- Lead work-based learning section focused on post-secondary career and technical education and employer driven customized training
- Manage Carl. D Perkins post-secondary career and technical education program
- Manage Going Pro Talent Fund – Statewide employer driven customized training program

**August 2011 – March 2017**

**State Administrative Manager**

**Certifications, GED® and Youth Services**

**Michigan Talent Investment Agency**

- Provide management and general administrative leadership for State of Michigan GED® program providing over 20,000 tests annually and over 200 GED® testing centers located statewide
- Manage walk-in office staff of six (6)
- Provide leadership and direction for Adult Education GED® Taskforce
- Lead person responsible for successful implementation of statewide computer-based GED® testing initiative in collaboration with the GED® Testing Service and Pearson VUE
- Provide testing approvals and program eligibility technical assistance to school districts, parents/guardians, youth detention centers, courts, and other stakeholders for under-aged youth desiring to take the GED®
- Review GED® accommodation requests for the disabled and make recommendations to GED Testing Service
- Provide and deliver statewide GED® training for examiners and educators
- Manage National Career Readiness Certificate Initiative
  - A nationally recognized worker jobs skills readiness initiative implemented in the federally funded workforce development system Michigan Works!
  - Represent the State of Michigan/Workforce Development Agency on West Michigan ACT Certified Work Readiness Community pilot project
- Public speaking
- Respond to legislative, media and general public inquiries for program information and data
- Collaborate and work with external partners such as the Michigan Department of Corrections, the Michigan Department of Education, local adult education providers and other stakeholder organizations

**March 2009 – August 2011**  
**State Administrative Manager**  
**Employer Engagement Section**  
**Michigan Department of Energy, Labor & Economic Growth (MDELEG)**  
**(Lansing, MI)**

- Administrator for federally funded employer focused workforce development and business services initiatives
- Oversaw 12 million dollars in federal job training funds
- Michigan Business Surviving To Thriving (University of Michigan) – Provides **“turn around” strategy assistance to at-risk businesses - total clients assisted represent over a billion in sales and over 1,000 employees**
- Administered *Business Solutions Professional* program- Employer services lay-off prevention training initiative delivered by Michigan State University – **Over 400 received professional development training statewide during tenure**
- Michigan National Career Readiness Certificate Initiative (MI NCRC) –
  - A worker jobs skills readiness initiative implemented in Michigan’s federally funded workforce development system (Michigan Works!)
- Negotiated/raised private sector donations of \$100,000

**November 2005- February 2009**  
**Michigan Technical Education Center Liaison**  
**Michigan Department of Labor & Economic Growth (DELEG) (Lansing, MI)**

- State of Michigan senior liaison for 18 Michigan Technical Education Centers/M-TECs<sup>SM</sup>
- Managed service agreements with industry/demand driven technical training centers
- Provided statewide leadership for community college-based industry and career focused training institutions
- Created a program monitoring system
- Conducted on-site monitoring/quality assurance visits
- Responded to inquiries from legislators, media, and others
- Provided data and other critical program data to internal upper leadership

**November 2004 - November 2005**  
**State Administrative Manager**  
**Michigan Department of Labor & Economic Growth (DELEG)**  
**Lansing, MI**

- Managed Michigan Regional Skills Alliances initiative (workforce development industry focused sector initiative)
- Oversaw grant application and awards process for federal job training funds
- Managed/supervised staff of 10
- Implemented 20 million-dollar Medicaid grant initiative (Accelerated Health Care Career Initiative) in collaboration with Michigan Department of Community Health
- Focus on hospitals in communities with indigent care populations

**November 2002 - November 2004**  
**State Administrative Manager (Managing Director)**  
**Michigan Economic Development Corporation**  
**Lansing, MI**

- Managed operations of 26 million dollar Economic Development Job Training Program (EDJT)
- Managed/supervised staff of 10
- Wrote and interpreted policy
- Drafted proposed legislative language changes
- Oversaw grant application and awards process
- Collaborated with numerous local partners in education, industry, workforce development, economic development, and other stakeholders

**November 1998 - November 2002**  
**Community Economic Development Specialist**  
**Michigan Economic Development Corporation (Lansing, MI)**

- Provided expertise and made funding recommendations for job creation and retention training and workforce development projects
- Analyzed proposed training projects
- Made on-site visits to companies covering multiple industry sectors
- Provided grant management technical assistance
- Conducted public speaking engagements for industry led organizations
- Was state-wide workforce specialist for information technology and print publishing industries

**Post-Secondary Education**

20 Graduate Level Credits:

- Wayne State University Masters of Education Program, Instructional Technology, Human Performance Improvement & Training (10 credits)
- Spring Arbor University – Organizational Management Program (7 credits)
- Michigan State University – Graduate level Digital Telecommunications course (3 credits)

Bachelor of Science degree, Western Michigan University, majors Economics and Public Administration (Kalamazoo, Michigan)

**Other Education & Training:**

- Grant writing training
- Quality Assurance Systems
- Microsoft Office Suite (Outlook Word, Excel, PowerPoint, Access, Project)
- Instructional Design
- Project Management



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

JEFF DONOFRIO  
DIRECTOR

August 24, 2020

Ms. Erin Berg  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202

Dear Ms. Berg:

Re: Designated Applicant for the Education Stabilization Fund – Reimaging Workforce Preparation (ESF-RWP) Grant Program  
Michigan Learning and Education Advancement Program (MiLEAP)

On behalf of the Michigan Workforce Development Board, as chair I endorse and designate the Department of Labor and Economic Opportunity–Workforce Development (LEO-WD), as lead applicant, fiscal agent, and administrator of the MiLEAP proposal submitted in response to the Fiscal Year 2020 ESF-RWP Grant Program. The Board is responsible for the development and continuous improvement of the workforce development system in Michigan. It acts as an advisory body and assists the Governor with the development, implementation, and modification of Michigan's four-year state plan pursuant to the Workforce Innovation and Opportunity Act and advancing the state's Sixty by 30 goal of helping 60 percent of the state's workforce achieve a post-secondary degree or certification by 2030.

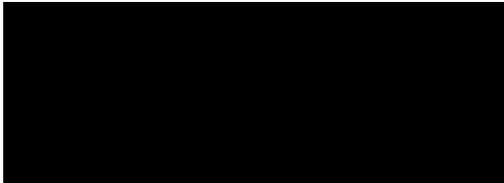
The Board's composition is majority business representatives. Our state is grappling with one of the highest unemployment rates in the nation, as employers we must take this opportunity to train jobseekers, dislocated workers, and students for in-demand career pathways that will continue pushing us into the 21<sup>st</sup> century job market and diversifying our economies. In normal times, industry struggles to find talent. COVID-19 has exacerbated this struggle, which will be an even more complex challenge during Michigan's pandemic recovery.

MiLEAP is designed to expand educational opportunities through short- and mid-term, career pathways or sector-based education and training programs. Eligible sub-grant recipients, including the 16 Michigan Works! Agencies and 32 Perkins Post-secondary Public Institutions, will be invited to respond to a competitive Request for Proposal (RFP). MiLEAP award recipients will develop and deliver training and education programs to individuals living in distressed communities in rural and urban areas to address the challenges that pose barriers to education and career success.

MiLEAP will offer many statewide benefits, including:

- Short- and mid-term customized education and training solutions that result in industry recognized credentials
- Distance learning and hybrid or blended learning modalities of instructional delivery
- The cultivation of competency-based and work-based learning opportunities including Registered Apprenticeships
- Opportunities for multiple employers to collaborate in industry-sector focused training initiatives
- Engagement and participation of under-represented populations and distressed geographic regions
- Through leveraged resources, a focus on high school diploma or equivalent credential attainment and supportive services designed to eliminate education and employment barriers
- An open source system that provides credential transparency to job seekers, employers, and education and training providers

This ESF-RWP award will enable LEO-WD and their partner network the opportunity to provide a dedicated workforce development emphasis and resources to the State of Michigan's comprehensive COVID-19 response. It is for these reasons that I endorse the LEO-WD's proposal and designate it as the State of Michigan's official application under this funding opportunity.



Michigan Workforce Development Board  
President and CEO, Strategic Staffing Solutions

CJP:sb:mbw



August 18, 2020

Ms. Erin Berg  
U.S. Department of Education  
400 Maryland Avenue SW  
Washington, D.C. 20202

Dear Ms. Berg:

**SUBJECT: Education Stabilization Fund – Reimagine Workforce Preparation Grants Program  
Michigan Learning and Education Advancement Program (MiLEAP) Partnership Support Letter**

On behalf of Michigan Works!, we would like to communicate our support for the grant proposal submitted by the Department of Labor and Economic Opportunity – Workforce Development (LEO-WD) on behalf of the Michigan Workforce Development Board in response to the FY 2020 Education Stabilization Fund – Reimagine Workforce Preparation (ESF-RWP) Grants Program.

Michigan Works! is excited for the opportunity to work collaboratively with LEO-WD to develop, launch, and operate MiLEAP. This program will provide dedicated workforce development emphasis and resources to the State of Michigan’s comprehensive COVID-19 response. MiLEAP will result in increased economic vitality during and post-pandemic through expanded educational opportunities including customized, short- and mid-term education and training leading to rewarding career pathways for Michigan citizens and a stronger workforce for our business community.

Michigan Works! is the first unified workforce development network in the United States and is an integral partner in developing Michigan’s economic future. The network is demand-driven, locally responsive, and ready to meet the needs of each community across the state. Michigan Works! partners with LEO-E&T to offer annual training on apprenticeships and apprenticeship expansion so Michigan Works! can help employers create apprenticeship programs. Michigan Works! makes it easy for employers to provide registered apprenticeship programs by doing the background work to get the occupation approved, collaborating with local community colleges and training providers to develop classroom curriculum, and registering apprentices with the U.S. Department of Labor. Additionally, each Michigan Works! organization offers apprenticeship assistance to both employers and job seekers through their Apprenticeship Success Coordinators. Other services that Michigan Works! offers to help prepare job seekers for Michigan’s high-demand occupations include: training scholarships for in-demand careers, job search assistance, employability workshops, labor market information, access to publicly-funded programs, skill and career assessments, and one-on-one career development.

In normal times, employers, jobseekers, education and training partners, and labor remind our organization that more must be done to align workforce needs with academic program offerings to allow individuals to gain the education and experience needed to obtain in-demand, high-skill, high-wage careers. With the onset of COVID-19 this need has exacerbated and will be an even more complex challenge during our state’s pandemic recovery.

As a partner organization to this effort, Michigan Works! supports the MiLEAP concept, which will deliver:

- Short- and mid-term customized education and training solutions that result in industry-recognized credentials.
- Distance learning and hybrid or blended learning modalities of instructional delivery.
- The cultivation of competency-based and work-based learning opportunities including Registered Apprenticeships.
- Opportunities for multiple employers to collaborate in industry-sector focused training initiatives.
- Engagement and participation of under-represented populations and distressed geographic regions.
- Through leveraged resources, a focus on high school diploma or equivalent credential attainment and supportive services designed to eliminate education and employment barriers.
- An open source system that provides credential transparency to job seekers, employers, and education and training providers.

This letter represents our organization’s support of MiLEAP goals and activities and commitment to collaborating with employers, education and training providers, labor, and other partners to ensure more Michiganders have opportunities for learning and education advancement, which align with employer needs and workforce demands. For questions or additional information regarding our organization’s commitment, please contact us using the information below.

Sincerely,



Luann Dunsford  
CEO  
Michigan Works! Association



Ben Damerow  
Executive Director  
Michigan Works! Southwest  
Secretary, Board of Directors  
Michigan Works! Association





August 18, 2020

Ms. Erin Berg  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202

Dear Ms. Berg:

SUBJECT: FY 2020 Education Stabilization Fund-Reimagine Workforce Preparation Grants Program  
Michigan Learning and Education Advancement Program (MiLEAP)  
Partnership Support Letter

I am writing on behalf of the Michigan Community College Association, to communicate our support for the grant proposal submitted by the Department of Labor and Economic Opportunity-Workforce Development (LEO-WD) on behalf of the Michigan State Workforce Board in response to FY 2020 Education Stabilization Fund-Reimagine Workforce Preparation (ESF-RWP) Grants Program.

The Michigan Community College Association is excited for the opportunity to work collaboratively with LEO-WD to develop, launch, and operate MiLEAP. This program will provide dedicated workforce preparation emphasis, and resources to the State of Michigan's comprehensive COVID-19 response. MiLEAP will result in increased economic vitality during and post the pandemic through expanded educational opportunities including customized, short-term education and training leading to rewarding career pathways for Michigan citizens, and a stronger workforce for our business community.

The Michigan Community College Association fosters collaboration, connection, and partnerships among the 28 Michigan public community colleges and their stakeholders. The MCCA provides strong legislative and public advocacy in Lansing and throughout Michigan, works to improve the image and credibility of community colleges, and advances numerous shared initiatives through the Michigan Center for Student Success, Michigan Colleges Online, Collaborative Programs Initiative, and the Michigan New Jobs Training Program which provide support to our members in their efforts to deliver new education and training programs and to provide outreach and recruitment services, training activities, and student support services.

In normal times, employers, jobseekers, and education and training partners, reminded our organization that more must be done to align workforce needs with academic program offerings allowing to gain the education and experience needed to obtain in-demand, high-skill, high-wage careers. This need has exacerbated during the pandemic and will be an even more complex challenge during recovery.

**As a MiLEAP education and training partner organization, we support:**

- Short and mid-term customized education and training solutions that result in industry driven credentials
- Cultivation of work-based learning including Registered Apprenticeships
- Platform for multiple employers to collaborate in industry-led training collaboratives
- Incentivized focus on the engagement of under-represented populations
- Leveraged resources with a focus on supportive services
- Education and Training resulting in Industry Recognized Credentials (per grant solicitation definition)

This letter represents our organization’s commitment to MiLEAP goals and activities to collaborate with education and training Partners, and provide outreach, recruitment, and supportive services regionally and statewide. For questions or additional information regarding my organization’s commitment, please contact me using the information below.

Sincerely,



Michael Hansen  
President  
Michigan Community College Association  
110 W. Michigan Ave. Suite 650 • Lansing, Michigan 48933-1000



110 W. Michigan Ave. Suite 650 • Lansing, Michigan 48933-1000



[www.mcca.org](http://www.mcca.org)

## Partners: Michigan Learning & Education Advancement Program (MiLEAP)

| Organization  | Organization Type | Contact Name           | Contact Title                                |
|---|-------------------|------------------------|--|
| Denso International America, Inc.   | Employer          | John K. Kerr           | Senior Manager of Government Affairs         |
| FANUC America Corporation   | Employer          | Paul Aiello            | Executive Director CERT Education Group      |
| Michigan Energy Workforce Development Consortium                            | Employer          | Traci DiSanto          | Co-Chair                                     |
| LEO Executive Office  | Government        | Michelle Richard       |  |
| MDE, Office of Education Improvement and Innovation, Educational Technology | Government        | Amanda Stoel           | Specialist                                   |
| Alpena Community College  | IHE               | Donald Macmaster       | President                                    |
| Bay College   | IHE               | Laura Coleman          | President                                    |
| Bay Mills Community College   | IHE               | Michael Parish         | President                                    |
| Delta College   | IHE               | Jean Goodnow           | President                                    |
| Ferris State University   | IHE               | David Eisler           | President                                    |
| Glen Oaks Community College   | IHE               | David Devier           | President                                    |
| Gogebic Community College   | IHE               | George McNulty         | President                                    |
| Grand Rapids Community College  | IHE               | Bill Pink              | President                                    |
| Henry Ford College  | IHE               | Russ Kavalhuna         | President                                    |
| Jackson College   | IHE               | Daniel Phelan          | President & CEO                              |
| Kalamazoo Valley Community College  | IHE               | L. Marshall Washington | President                                    |
| Kellogg Community College   | IHE               | Adrien Bennings        | President                                    |
| Kirtland Community College  | IHE               | Thomas Quinn           | President                                    |
| Lake Michigan College   | IHE               | Trevor Kubatzke        | President                                    |
| Lake Superior State University  | IHE               | Rodney Hanley          | President                                    |
| Lansing Community College   | IHE               | Steve Robinson         | President                                    |
| Macomb Community College  | IHE               | James Sawyer           | President                                    |
| Michigan State University   | IHE               | David Bertram          | Associate Vice President for State Relations |
| Mid Michigan College  | IHE               | Tim Hood               | President                                    |
| Monroe County Community College   | IHE               | Kojo Quartey           | President                                    |
| Montcalm Community College  | IHE               | Stacy Young            | President                                    |
| Mott Community College  | IHE               | Beverly Walker-Griffea | President                                    |
| Muskegon Community College  | IHE               | Dale Nesbary           | President                                    |
| North Central Michigan College  | IHE               | David Finley           | President                                    |
| Northern Michigan University  | IHE               | Fritz Erickson         | President                                    |
| Northwestern Michigan College   | IHE               | Nick Nessley           | President                                    |
| Oakland Community College   | IHE               | Peter Provenzano       | Chancellor                                   |
| Schoolcraft College   | IHE               | Conway Jeffress        | President                                    |
| Southwestern Michigan College   | IHE               | Joseph Odenwald        | President                                    |
| St. Clair County Community College  | IHE               | Deborah Snyder         | President                                    |
| Washtenaw Community College   | IHE               | Rose Bellanca          | President                                    |
| Wayne County Community College District                                     | IHE               | Curtis Ivery           | Chancellor                                   |
| West Shores Community College   | IHE               | Scott Ward             | President                                    |
| Alma College  | IHE               | Sheryle Dixon, Ph.D.   | Director of Grants and Sponsored Programs    |
| Capital Area Michigan Works!  | MWA               | Edythe Copeland        | CEO  |
| Detroit Employment Solutions Corporation                                    | MWA               | Terri Weems            | Interim President & CEO                      |

| <b>Organization</b>                                | <b>Organization Type</b> | <b>Contact Name</b> | <b>Contact Title</b>     |
|--|--------------------------|---------------------|--------------------------|
| Great Lakes Bay Michigan Works!                    | MWA                      | Christopher Rishko  | CEO                      |
| GST Michigan Works!                                | MWA                      | Jody Kerbyson       | CEO                      |
| KINEXUS  | MWA                      | Todd Gustafson      | CEO                      |
| Macomb/St. Clair Workforce Development Board, Inc. | MWA                      | John Bierbusse      | Executive Director       |
| Michigan Works! Northeast Consortium               | MWA                      | Marisue Moreau      | Director                 |
| Michigan Works! Southeast                          | MWA                      | William Sleight     | Director                 |
| Michigan Works! Southwest                          | MWA                      | Ben Damerow         | Director                 |
| Michigan Works! West Central                       | MWA                      | Michelle A. Keene   | Executive Director       |
| Networks Northwest                                 | MWA                      | Matt McCauley       | CEO                      |
| Oakland County Michigan Works!                     | MWA                      | Jennifer Llewellyn  | Director                 |
| Region 7B Consortium                               | MWA                      | Mark Berdan         | Executive Director       |
| Southeast Michigan Community Alliance (SEMCA)      | MWA                      | Gregory Pitoniak    | CEO                      |
| UPWARD Talent Council                              | MWA                      | William Raymond     | Director                 |
| West Michigan Works!                               | MWA                      | Jacob Maas          | CEO                      |
| Michigan Works! Association                        | MWA                      | LuAnn Dunsford      | Chief Executive Director |
| Credential Engine                                  | Non-Profit               | Emilie Rafal        | Director of Programs     |

**NEGOTIATED INDIRECT COST RATE AGREEMENT  
STATE AND LOCAL GOVERNMENTS**

**DEPARTMENT/AGENCY**

State of Michigan  
**Department of Talent & Economic Development**  
 300 N. Washington Square, #2  
 Lansing, MI 48933-1244

**Dated:** September 9, 2019  
**FILE REFERENCE:** This replaces the  
 the Agreement dated: October 19, 2018

The indirect cost rate(s) contained herein are for use on **directly** funded contracts, grants and other agreements with the Federal Government to which **2 CFR Part 200, Subpart E** applies; subject to the limitations contained in these uniform administrative requirements and in **Section II** below. The rate(s) were negotiated by the **Department of Talent & Economic Development** and the **U. S. Department of Labor**, in accordance with the authority contained in 2 CFR, Part 200, Appendix V11, E.3.

**SECTION I: RATES**

| <u>TYPE</u> | <u>EFFECTIVE PERIOD</u> |           | <u>RATE</u> | <u>LOCATION</u> | <u>APPLICABLE TO</u> |
|-------------|-------------------------|-----------|-------------|-----------------|----------------------|
|             | <u>FROM</u>             | <u>TO</u> |             |                 |                      |
| Final       | 10/01/15                | 9/30/18   | [REDACTED]  | All             | Restricted Programs* |
| Provisional | 10/01/18                | 9/30/20   |             | All             | Restricted Programs  |
| Final       | 10/01/15                | 9/30/17   |             | All             | TED Programs**       |
| Final       | 10/01/17                | 9/30/18   |             | All             | TED Programs         |
| Provisional | 10/01/18                | 9/30/20   |             | All             | LEO Programs***      |

(SEE SPECIAL REMARKS SECTION)

**BASE:**

- \* The base for the restricted indirect cost rate is “direct salaries and wages, including all fringe benefits”. The restricted ICR is applicable to “all Federal programs, which require the use of a restricted rate as defined by 34 CFR 75.563 and CFR 76.563”.
- \*\* The base is salaries, wages and benefits of federal programs administered by TED; Including the Talent Investment Agency (TIA) and the Michigan Strategic Fund (MSF).
- \*\*\* The base contains salaries, wages and fringe benefits of federal programs, in this non-Federal entity recently restructured/renamed ‘Department of Labor & Economic Opportunity’; by the currently elected Governor.

**TREATMENT OF FRINGE BENEFITS:**

Fringe benefits applicable to direct salaries and wages are treated as direct costs.

**TREATMENT OF PAID ABSENCES:**

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

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**SECTION II: GENERAL**

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- A. **LIMITATIONS:** Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given Federal award or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions:
- (1) that no costs other than those incurred by the non-Federal entity or contractor were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the non-Federal entity and allowable under the governing cost principles,
  - (2) that the same costs that have been treated as indirect costs have not been claimed as direct costs,
  - (3) that similar types of costs have been accorded consistent treatment, and
  - (4) that the information provided by the non-Federal entity or contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate by the Federal government. In such situations, the rate(s) may be subject to renegotiation at the discretion of the Federal government.
  - (5) The rates cited in this Agreement are subject to audit.
- B. **ACCOUNTING CHANGES:** This agreement is based on the accounting system purported by the non-Federal entity or contractor to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the **Office of Cost Determination**. Such changes include, but are not limited, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.
- C. **NOTIFICATION TO FEDERAL AGENCIES:** A copy of this document is to be provided by the non-Federal entity or contractor to other Federal funding sources as a means of notifying them of the Agreement contained herein.
- D. **PROVISIONAL-FINAL RATES AND ADJUSTMENTS:** When seeking initial reimbursement of indirect costs using the provisional-final rate methodology, provisional rates must be in established within 90 days of receiving a Federal award (financial assistance, grants, cooperative agreements, and cost reimbursable contracts) requiring the accounting for actual costs incurred. The non-Federal entity or contractor must submit an indirect cost rate proposal within six (6) months after the end of their fiscal year to establish a final rate.

Once a final rate is negotiated, billings and charges to federal awards must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the non-Federal entity or contractor may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the non-Federal entity or contractor will be required to reimburse the funding agency for the excess billings.

Non-Federal entities or contractors receiving a Federal cost reimbursable contract(s) - Must adhere with FAR 52.216-7(d)(2)(v), to settle final indirect cost rates typically on annual basis:

“The contractor shall update the billings on all contracts to reflect the final settled rates and update the schedule of cumulative direct and indirect costs claimed and billed, as required in paragraph (d)(2)(iii)(I) of this sections, within 60 days after settlement of final indirect cost rates.”

In addition, the contractor shall provide to the Contracting Officer the noted cumulative costs schedule within 60 days of the execution of this agreement.

If the non-Federal entity or contractor has completed performance under any of the contracts covered by this Agreement, a final invoice or voucher must be submitted no later than 120 days from the date on which this Agreement is executed, following guidance from FAR 52.216-7(d)(5) and FAR 52.216-7(h).

Non-Federal entities receiving Federal awards (financial assistance, grants, and cooperative agreements) – Note that even if Federal awards are administratively closed prior to the settlement of final indirect cost rates, non-Federal entities still must comply with the following 2 CFR Part 200 clauses stating, in part:

§200.344 Post-closeout adjustments and continuing responsibilities

(a) The closeout of a Federal award does not affect any of the following:

- (1) The right of the Federal awarding agency or pass-through entity to disallow costs and recover funds on the basis of a later audit or other review. The Federal awarding agency or pass-through entity must make any cost disallowance determination and notify the non-Federal entity within the record retention period.
- (2) The obligation of the non-Federal entity to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments.

§200.345 Collection of amounts due

(a) Any funds paid to the non-Federal entity in excess of the amount to which the non-Federal entity is finally determined to be entitled under the terms of the Federal award constitute a debt to the Federal Government.

(b) Except where otherwise provided by statutes or regulations, the Federal awarding agency will charge interest on an overdue debt in accordance with the Federal Claims Collection

Standards (31 CFR parts 900 through 999). The date from which interest is computed is not extended by litigation or the filing of any form of appeal.

E. **SPECIAL REMARKS:**

1. Indirect costs charged to Federal grants/contracts by means other than the rate(s) cited in the Agreement should be adjusted to the applicable rate cited herein and be applied to the appropriate base to identify the proper amount of indirect costs allocable to the program.
2. Contracts/grants providing for ceilings as to the indirect cost rates(s) or amount(s) which are indicated in **Section I** above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or rate(s) cited in this Agreement, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.
3. Administrative cost consists of all **Direct** and **Indirect** cost associated with the management of an organization's programs. Non-Federal entities should refer to their contract/grant terms and specific program legislation for the applicable definition of 'Administrative Costs' and any related limitations.
4. The 2018 fiscal year-end **Final** cost pool categories are comprised of the following:
  - U. S. Department of Health and Human Services 2018 FY negotiated **Statewide Cost allocation;**
  - Executive Direction** -- only terminal leave payments, workers compensation and unemployment insurance claims;
  - MEDC** -- the portion of 'Facilities Operations' cost attributable to administrative staff and the Human Resources staff;
  - MSF** -- the portion of 'Facilities Operations' cost attributable to administrative staff, and the Human Resources staff, as well as terminal leave payments, worker's compensation and unemployment insurances claim costs;
  - TIA** -- only terminal leave payments, worker compensation and UI claims;
  - Depreciation** -- only the portion of building and EDP equipment, attributed to administrative staff.

5. Fringe benefit cost categories - Employee fringe benefits are comprised of these elements:  
 Medicare  
 Public Employees Retirement Fund  
 Health, Dental & Vision Insurances  
 Life Insurance  
 Disability Insurance  
 Deferred Compensation

**ACCEPTANCE**

**BY THE ORGANIZATION:**

**BY THE COGNIZANT AGENCY  
 ON BEHALF OF THE FEDERAL GOVERNMENT:**

STATE OF MICHIGAN  
 DEPARTMENT of TALENT &  
 ECONOMIC DEVELOPMENT

U.S. DEPARTMENT OF LABOR  
 200 Constitution Ave., N. W. S-1510  
 Washington, D.C. 20210

(Grantee)

(Government Agency)

[Redacted Signature Area]

(Signature)

(Signature)

Marilyn Carey

for  
 Victor M. Lopez

(Name)

(Name)

Finance Director

Director,  
 Office of Cost Determination

(Title)

(Title)

10/11/19

September 9, 2019

(Date)

(Date)

**Negotiated By: Ronald Goolsby,  
 OCD Cost Negotiator**

Telephone No.: [Redacted]

**U.S. Department of Labor**

Office of the Assistant Secretary  
for Administration and Management  
Washington, D.C. 20210-0001



October 8, 2019

**Michigan Department of  
Talent & Economic Development**  
Attn: Director  
300 N. Washington Square, #2  
Lansing, MI 48933-1244

Dear Mr. Roger Curtis:

Two copies of a federal 'Negotiated Indirect Cost Rate Agreement' are enclosed. This agreement reflects an understanding reached by the Michigan state **Department of Talent & Economic Development (TED)** and the **U. S. Department of Labor** concerning indirect cost rates used on grants and contracts **directly** funded by the Department and other Federal agencies.

Please sign and date each agreement; return one to our Cost Negotiator - Mr. Ronald Goolsby. Since the negotiated indirect cost rate agreement document does not become binding until a duly authorized TED representative signs it; please give this matter priority attention.

A TED' indirect cost proposal, based on TED September 30, 2019 fiscal year end (FYE) actual financial accounting data, is due March 31, 2020.

The proposal will be used to establish September 30, 2019 fiscal year ended **final** rates and must be supported by the documentation referenced in the **enclosure**. Please submit the proposals, with support documentation, to the following address:

U. S. Department of Labor  
**Office of Cost Determination**  
230 S Dearborn St. Room 3180  
Chicago, IL 60604-1824

**ETA TEGL 6-05** – Please note: the TED provided a TEGL 6-05 statement 'Certificate of Compliance' form for the September 30, 2018 fiscal year-end. The statement indicates TED did not collect any tax, other than the Unemployment Compensation (UC) Insurance program tax during the reporting period. No additional support documentation is required.

**ETA TEGL 15-09** – Please note: the TED provided a 'Certificate of Compliance' form in accordance with the Federal ETA: TEGL 15-09 requirement; for the September 30, 2018 fiscal year-end. The statement indicates 100% of the reporting period's Penalty & Interest (P&I) revenue collections, in conjunction with 'Contingent Fund' accumulated balance amount values were used for the benefit of the UC program.

██████████ was calculated, using the plan submitted with the 2018 FYE proposal, as the non-UC share of costs appropriated by the State of Michigan General Fund to the UI Appropriation from non-federal sources. No additional support documentation is required.

If you have a federal indirect cost accounting policy question or concern, please contact Ronald Goolsby – Cost Negotiator, at ██████████

for ██████████

Director,  
**Office of Cost Determination**

**Enclosure**



This application as presented does not contain any proprietary information.



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY  
LANSING

JEFF DONOFRIO  
DIRECTOR

August 24, 2020

Ms. Erin Berg  
U.S. Department of Education  
400 Maryland Avenue SW, Room 11113  
Washington, DC 20202

Dear Ms. Berg:

Re: Education Stabilization Fund – Reimaging Workforce Preparation (ESF – RWP) Grant  
Commitment to Evaluation

The Department of Labor and Economic Opportunity–Workforce Development (LEO-WD) respectfully submits this *Documentation of Commitment to Evaluation* letter on behalf of our organization and partners. LEO-WD has been designated by the Michigan Workforce Development Board, as lead applicant for the Education Stabilization Fund – Reimaging Workforce Preparation: Michigan Learning and Education Advancement Program proposal for funding through the United States Department of Education (USDOE), Office of Career, Technical, and Adult Education (OCTAE).

We commit to participate in national evaluation initiated by the USDOE, OCTAE for both the applicant organization and all our partners. We understand this includes educational institutions, workforce development agencies, and intermediaries and employers and/or industry associations. We agree to:

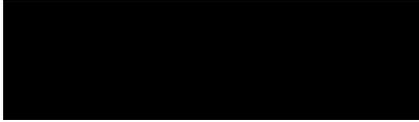
- Make records on participants, performance, and funding available to evaluators,
- Provide full access to program and partner personnel and participants, and
- Follow evaluation procedures as specified by the evaluator(s) under the direction of the Secretary and OCTAE, including after the period of operation.

In addition to participating in the required OCTAE evaluation process, we will engage our internal Office of Compliance as appropriate. The Office of Compliance is responsible for the financial compliance monitoring of the federal and state funds awarded by the LEO-WD to the local workforce development boards and Perkins eligible institutions of higher education that are service providers to the workforce system across the state of Michigan. Each is reviewed for compliance with the federal uniform administrative requirements and the federal cost principles as defined in the applicable Office of Management and Budget Circulars and the Code of Federal Regulations. Topics reviewed annually include: Allowable Cost, Cost Allocation, Cost Classification, Budget Controls, Cash Management, Debt Collection, Equipment Management, Financial Reporting, Subgrantee Audit and Audit Resolution, Subgrantee Monitoring, Interest Income, Internal Controls, Procurement, and Program Income.

Ms. Erin Berg  
Page 2  
August 24, 2020

LEO-WD also conducts programmatic compliance reviews in accordance with the Single Audit Act and OMB Circular A-133 requirements.

Sincerely,



Employment and Training

SB:TT:as

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

|  |   |
|--|---|
| <p><b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b></p> <p>Completed on submission to Grants.gov</p> | <p><b>TITLE</b></p> <p>Director, Office of Grants and Acquisition</p>     |
| <p><b>APPLICANT ORGANIZATION</b></p> <p>Michigan Department of Labor and Economic Opportunity</p>      | <p><b>DATE SUBMITTED</b></p> <p>Completed on submission to Grants.gov</p> |

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## Budget Narrative File(s)

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\* **Mandatory Budget Narrative Filename:**

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To add more Budget Narrative attachments, please use the attachment buttons below.

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**Program Year (PY) 2020 Education Stabilization Fund-Reimagine Workforce Preparation (ESF-RWP) Grant  
Michigan Learning and Education Advancement Program (MiLEAP)  
Michigan Budget Narrative  
2020 - 2023**

**PY20 ESW RWP Grant Funding for MiLEAP**  
**Total: \$ [REDACTED]**

**Budget Categories:**

- **Personnel:** Personnel costs of \$ [REDACTED] to be paid for as part of this PY20 ESF-RWP Grant
- **Fringe Benefits:** Fringe benefit costs of \$ [REDACTED] will be paid for as part of this PY20 ESF-RWP Grant
- **Travel costs** of \$ [REDACTED] costs will be paid for as part of this PY20 ESP-RWP Grant
- **Equipment:** No Equipment costs will be paid for as part of this PY20 ESF-RWP Grant
- **Supplies:** No Supplies costs will be paid for as part of this PY20 ESF-RWP Grant
- **Indirect Costs:** Indirect costs of \$ [REDACTED] will be paid for as part of this PY20 ESF-RWP Grant
- **Construction:** No Construction costs will be paid for as part of this PY20 ESF-RWP Grant
- **Other:** No other costs will be paid for as part of this PY20 ESF-RWP Grant
- **Contractual:** Contractual costs will be \$ [REDACTED] paid for as part of this PY20 ESF-RWP
  - Subgrantee costs of \$ [REDACTED]
  - Open Data Source costs of \$ [REDACTED]
  - Data Collection and Reporting costs of \$ [REDACTED]

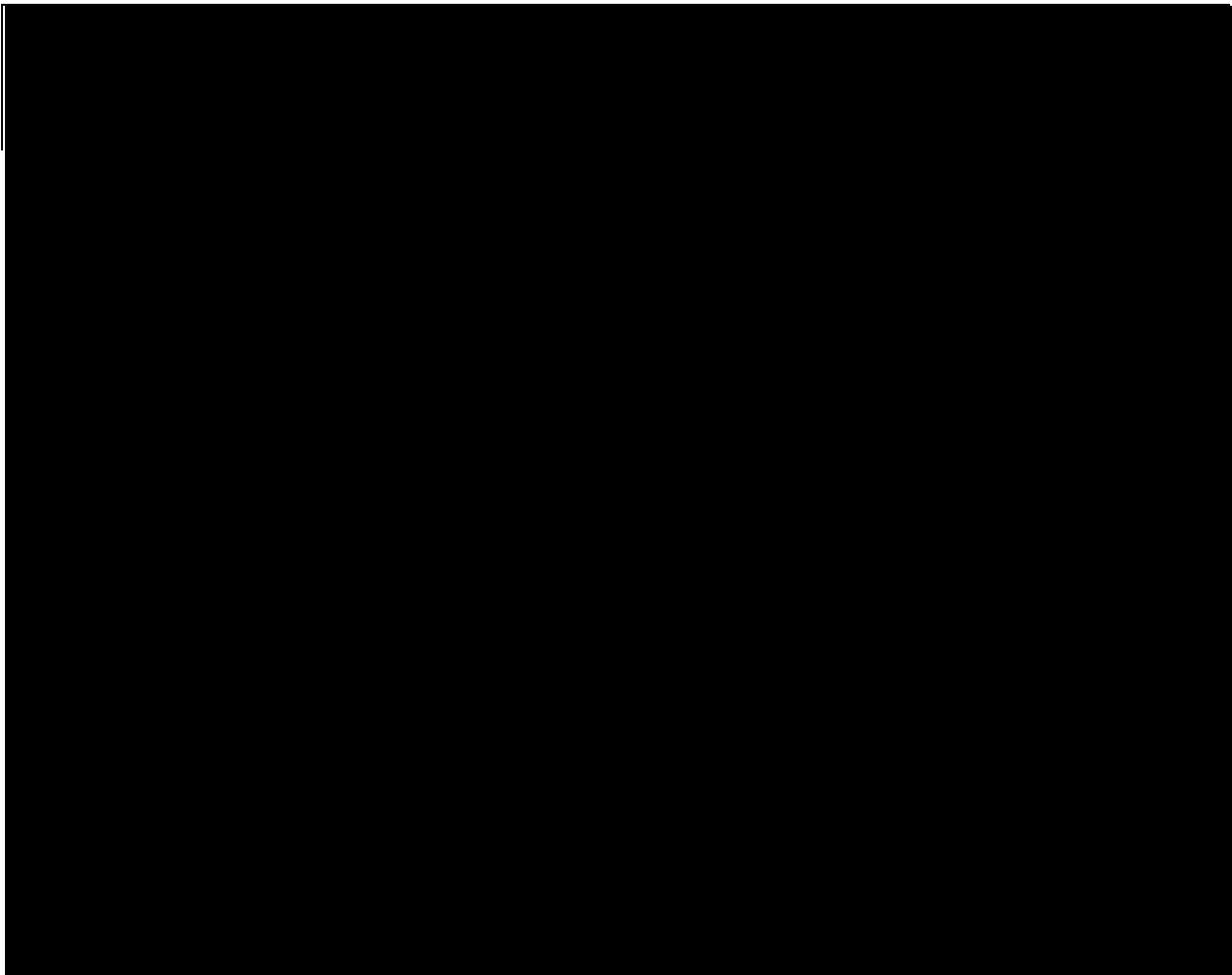
The Michigan Department of Labor and Economic Opportunity-Workforce Development (LEO-WD) will utilize a [REDACTED] percent, or \$ [REDACTED] of the administrative cost allocation of Michigan's MiLEAP program during the performance period. This allotment will cover a portion of the personnel, fringe benefits, overhead, and travel, based on the time dedicated to the program, during the three-year funding expenditure period. The following describes the administrative cost allocation, the percentage of personnel and fringe benefits charges by each MiLEAP Team member:

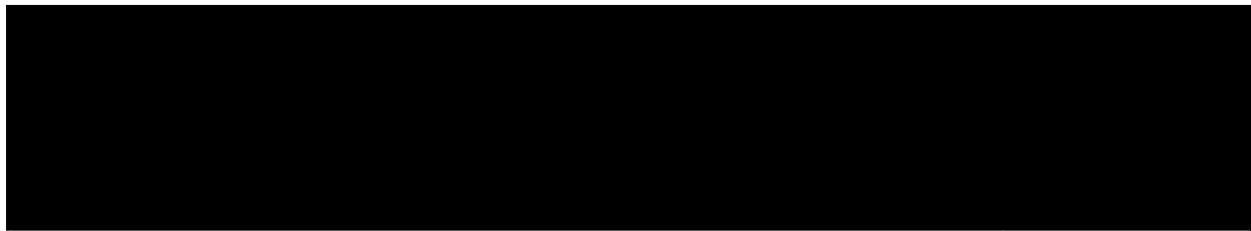
**Personnel**

\$ [REDACTED]

Personnel costs for efforts attributed to the program, are \$ [REDACTED] of the total budget request of \$ [REDACTED]. The \$ [REDACTED] is to be funded as part of the PY20 ESF-RWP Grant during the performance period. The FY20 Salary Rate for existing positions (Division Administrator, Administrative Manager, and Administrative Assistant) is calculated at current salary levels. The Department Specialist (Limited Term) and Department Analyst positions (Limited Term) are vacant positions and are calculated utilizing a mean salary level. The personnel total is based upon funding a percentage of the corresponding salary for each team member. The total personnel cost will be applied to the program.

**Percent of Salary Funded by Grant Annually (Years 1 – 3)**





The percentages identified in the “Percent Funded by Grant Year 1 - 3” column equate solely to the financial impact on grant funds; however, these percentages do not represent the amount of effort towards this important work.

The Division Administrator will serve in a leadership and advisory capacity over the 36-month grant period of performance and serves as the official point of contact with the United States Department of Education (USDOE) for this grant. The Division Administrator will also serve as the point of contact for the State Workforce Board to inform the program of the Board’s recommendations to regarding the work plan, goals, and objectives of the grant. The Division Administrator will also report directly to the Deputy Director of Labor and Economic Opportunity-Employment and Training (LEO-E&T) regarding the impact the program has on increasing the credential attainment and employment rate for participants.

Personnel costs include funding for the Administrative Manager who will provide direct state-level oversight and direction of the State ESF-RWP grant. The Administrative Manager will provide supervision to the program team, communicate programs expectations, direct daily activities. and manage overall operations. The Administrative Manager will design and implement methods for program review, evaluation, and cost analysis to ensure that the program adheres to federal and state regulations and budget parameters. The Administrative Manager will conduct periodic program meetings with sub-grantees.

The Department Specialist (Limited Term) will be recruited and hired to serve as the Program Coordinator and primary point of contact for the sub-grantees. The Specialist will provide expert

advice and develop procedures, guidelines, policies that are the foundation of the program. The Specialist position will serve as the lead staff to coordinate activities, prepare reports, and ensure that goals and activities are achieved. The Specialist will evaluate program needs and recommend solutions to ensure program success.

The Departmental Analyst (Limited Term) will provide the day-to day operations for the program. The position will assist the Departmental Specialist in interfacing with sub-grantees, conducting research and analysis for assignments, coordinating meetings and special events, providing technical assistance. Additionally, the Analyst will assist the Administrative Manager with budget tracking and management, and perform special projects and assignments related to the program as assigned.

The Departmental Analyst-Data (Limited Term) will provide guidance to team members and sub-grantees on data reporting requirements for the program. The Data Analyst will provide analysis, evaluation and tracking and reporting of participant, performance data submitted by sub-grantees and collaborate with all team members to meet program objectives. The position will develop and coordinate methodologies and definitions for data collection and evaluation and will monitor data for integrity, validity, and consistency to assure compliance with federal and state rules and regulations. This position will also be responsible for the management of the publishing of data related to credentials and competencies in linked open data schema. The Department Analyst will develop reports to summarize and communicate data results to the Division Administrator and Administrative Manager.

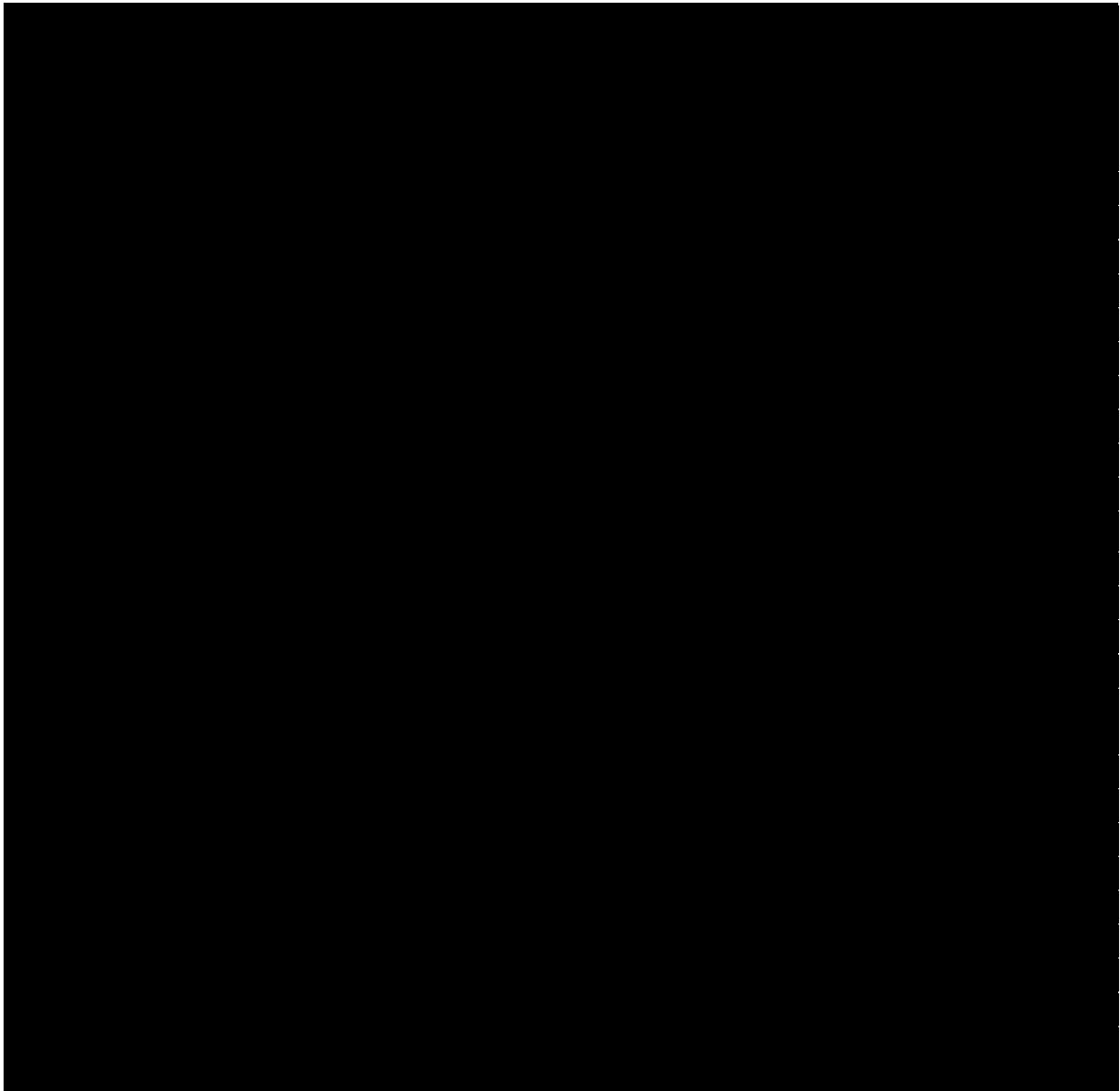
The Administrative Assistant will serve as a liaison to staff and management, to coordinate program activities, research and prepare reports, maintain records, prepare travel documents, schedule meetings, and provide administrative support services for the program.

**Fringe Benefits**

\$ [REDACTED]

Fringe Benefit costs for personnel attributed to the program, are \$ [REDACTED] of the total budget request of \$ [REDACTED]. The average Fringe Benefit Rate for FY20 is [REDACTED] of salaries as determined by LEO-WD financial staff. The amount above will be funded as part of the PY20 ESF-RWP Grant during the performance period. As personnel charges a percentage of their time to the grant, a percentage is also attributed to fringe benefits, which is calculated as:

**Percent of Fringe Funded by Grant Annually (Years 1 – 3)**

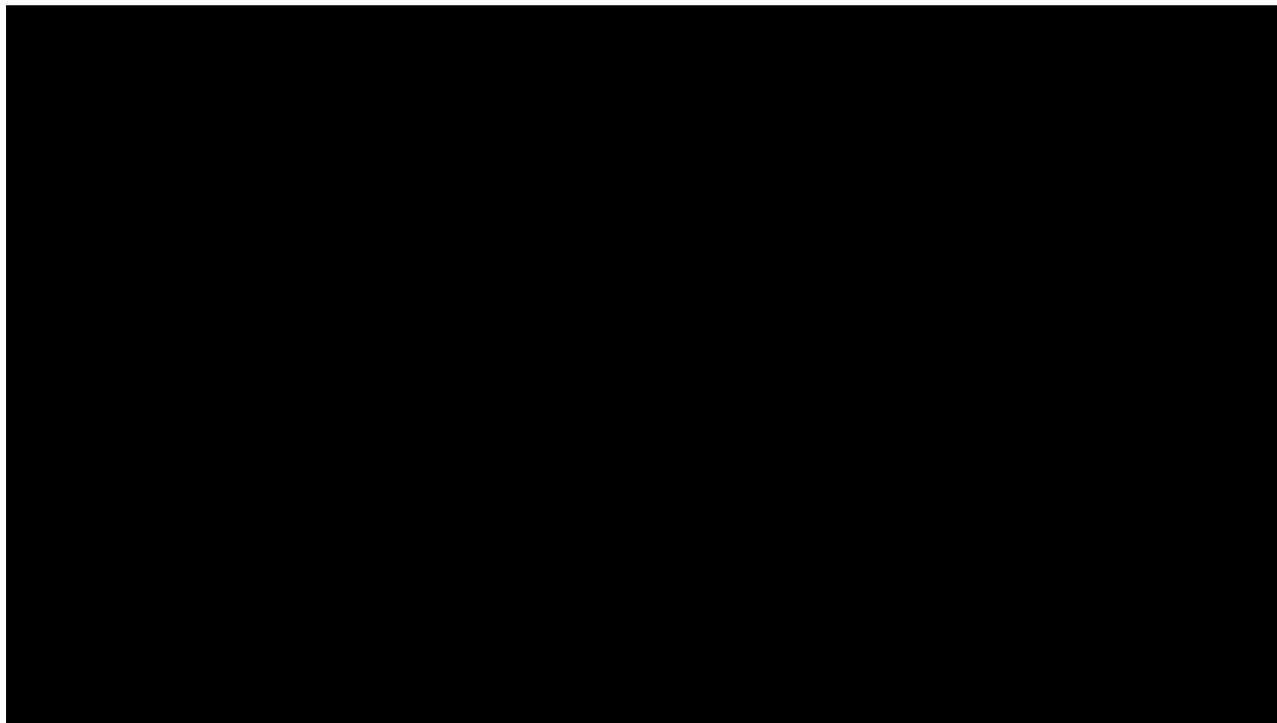




Fringe benefits include health insurance, taxes, unemployment insurance, life insurance, and retirement rates.

**Travel**

Travel costs are budgeted at \$ [REDACTED] for two staff, traveling to an estimated number of in-state meetings and conferences, as well as other associated costs related to meetings sponsored by the USDOE, which may be held out-of-state. Travel cost activities include, attending meetings related to state-level Workforce Development Board Meetings, technical assistance meetings, regional project monitoring, annual education, and workforce development conferences, and any necessary or required USDOE meetings. The per person costs, for two staff, are estimated for two, in-state meetings, one State Workforce Development Board meeting, two USDOE meetings per year, during the performance period. A SOM motor pool vehicle will be provided for all in-state travel; therefore, mileage is included in the estimates below. Out-of-state travel will be provided by air transportation and is estimated below.



[REDACTED]

\*MiLEAP staff will travel together using a SOM motor vehicle for in-state meetings.

### **Equipment**

No “Equipment” costs have been included as a line item for the budget. Any equipment costs paid for as part of MiLEAP will be incorporated within the sub-grantees’ application to LEO-WD for funding, which is included in the Contractual cost for the program.

### **Supplies**

No “Supplies” costs have been included as a line item for the budget. Any supply cost paid for as part of MiLEAP will be incorporated within the sub-grantee’s application for funding, which is included in the Contractual cost for the program.

### **Indirect Costs**

Indirect costs attributed to the program, are \$ [REDACTED] Indirect costs are calculated as [REDACTED] percent ([REDACTED] %) of personnel and fringe benefits as required by the LEO financial staff.

### **Indirect Cost Funded by Grant Annually**

[REDACTED]

### **Construction**

No “Construction” costs will be paid for as part of this grant proposal. The amount of construction costs has been calculated at \$ [REDACTED]

### **Other**

Any “Other” costs paid for as part MiLEAP will be incorporated within the sub-grantees’ application for funding. No “Other” costs within the program will be indicated as part of this grant budget proposal. The amount of “Other” costs has been calculated at \$ [REDACTED]

## Contractual

\$ [REDACTED]

Contractual services are budgeted at [REDACTED] during the performance period. Contractual Services include costs for sub-grantees, travel, open data format for data collection and reporting.

**Sub-grantees:** A portion of the budget, \$ [REDACTED] will be distributed to Perkins Institutions of Higher Education (IHEs) and/or Michigan Works! Agencies (MWAs). The amount above represents [REDACTED] of the total budget of \$ [REDACTED] requested for MiLEAP. Funding will be used to administer, develop and/or partner with training agencies, and organizations and businesses to create customized, short-term education and training opportunities, resulting in industry-recognized credentials for targeted participants. Michigan has 32 Perkins eligible IHEs and 16 MWAs. The program will award a minimum of 10 sub-grants, and serve approximately 5,000 students, at a cost of up to \$ [REDACTED] per student, during the performance period.

Funds designated for a participant's cost of attendance in a tr, short-term education and training program, will be the last dollar after a student has been determined or verified as economically disadvantaged via the Free Application for Federal Student Aid (FAFSA), Michigan Department of Health and Human Services (MDHHS) or other State approved entities. Prospective participants without a high school equivalency credential will be connected to the State's Adult Education program, Earn More, Learn More!

Sub-grantees may include in their program scope, cost associated with, a participant's attendance in short-term postsecondary education and training credential-bearing programs, tuition and fees, hiring staff, purchasing equipment and supplies, transportation vouchers, childcare support, protective gear, and supportive services.

Either the IHE or MWA may serve as the fiduciary for the sub-award. All funds awarded to sub-grantees will be awarded on a reimbursement basis. Sub-grantees will be required to submit within

their application for funds, a plan of action, including a description of activities, budget and budget narrative, including administrative expenses, not to exceed [REDACTED] and outcomes which will achieve the outlined goals and objectives. Sub-grantees will be required to submit quarterly expenditure reports, including a description of the activities associated costs and outcomes if available.

**Use of Open Data Format:** Use of funds include the publishing of data related to credentials and competencies in linked open data schema. Technology will be used to ensure that a common language exists for describing credentials and competencies, open Application Program Interfaces (APIs), create tools for publishing information as Linked Open Data, and use a national Credential Registry as a repository for the diverse range of credential competency types and providers. The program will develop outreach materials, including slide decks, letters, that will be accessible to sub-grantees. Training and technical assistance materials (manuals, documentation, best practices), specific to Michigan's publishing requirements will be developed to assist sub-grantees add and augment credential data and credentials in the Registry. The cost attributed to open data sourcing will also include providing technical assistance and engaging sub-grantees and other stakeholders through webinars and meetings to achieve the requirements of the program.

**Data and Reporting System:** Data Collection and Reporting are budgeted at \$ [REDACTED] during the performance period. The Data and Reporting budget includes a total of five hundred (500) hours at a rate of \$ [REDACTED]/hour. The focus for the Data and Reporting is to update the existing One-Stop Management Information System (OSMIS), the data reporting system to accommodate sub-grantee data collection and reporting. The OSMIS tracking and reporting solution will have a state-level interface to monitor program progress and skill attainment by participants, to assist the MiLEAP team members to identify technical assistance needs of sub-grantees and to develop strategies to ensure participant outcomes are met.

The State of Michigan's (SOM) Management of Awards to Recipients System (MARS) will also be used by sub-grantees to report all expenditures requiring reimbursement. The MiLEAP team will also use MARS to monitor sub-grantees expenditures for compliance with federal and state fiscal regulations.

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013  
Expiration Date: 02/28/2022

|  |  |  |
|--|--|--|
| <b>1. * Type of Federal Action:</b><br><input type="checkbox"/> a. contract<br><input checked="" type="checkbox"/> b. grant<br><input type="checkbox"/> c. cooperative agreement<br><input type="checkbox"/> d. loan<br><input type="checkbox"/> e. loan guarantee<br><input type="checkbox"/> f. loan insurance | <b>2. * Status of Federal Action:</b><br><input type="checkbox"/> a. bid/offer/application<br><input checked="" type="checkbox"/> b. initial award<br><input type="checkbox"/> c. post-award | <b>3. * Report Type:</b><br><input checked="" type="checkbox"/> a. initial filing<br><input type="checkbox"/> b. material change |
|--|--|--|

**4. Name and Address of Reporting Entity:**

Prime     SubAwardee

\* Name: Michigan Department of Labor and Economic Opportunity

\* Street 1: 201 N. Washington Square    Street 2: Floor 4

\* City: Lansing    State: MI: Michigan    Zip: 48933-1321

Congressional District, if known: MI-08

**5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:**

|   |   |
|---|---|
| <b>6. * Federal Department/Agency:</b><br>Department of Education | <b>7. * Federal Program Name/Description:</b><br>Education Stabilization Fund |
|   | CFDA Number, if applicable: 84.425  |

|  |   |
|--|---|
| <b>8. Federal Action Number, if known:</b><br> | <b>9. Award Amount, if known:</b><br>\$ |
|--|---|

**10. a. Name and Address of Lobbying Registrant:**

Prefix:    \* First Name: N/A    Middle Name:    \* Last Name: N/A    Suffix:    \* Street 1: N/A    Street 2:    \* City: N/A    State:    Zip:   

**b. Individual Performing Services** (including address if different from No. 10a)

Prefix:    \* First Name: N/A    Middle Name:    \* Last Name: N/A    Suffix:    \* Street 1: N/A    Street 2:    \* City: N/A    State:    Zip:   

**11.** Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\* Signature: Jennifer Tebedo

\* Name: Prefix:    \* First Name: Jennifer    Middle Name:    \* Last Name: Tebedo    Suffix:   

Title: Director, Office of Grants and Acquisition    Telephone No.:    Date: 08/24/2020

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