



## REQUEST FOR IDEAS

### OVERVIEW/BACKGROUND

The Oregon Employer Workforce Training Fund (EWTF) supports the retention and growth of living wage jobs, a skilled workforce, and competitive businesses in Oregon. The emphasis of the funds is to upgrade skills of the workforce in order to increase productivity, keep Oregon businesses viable and competitive, and to offer new skills and opportunities to Oregon's workers. Funds are available at the regional level, and are prioritized and awarded through Workforce Response Teams (WRTs). These teams: 1) provide a single point of contact and a quick turnaround for existing businesses and their workforce needs; 2) set regional funding priorities for grants; and 3) award grants to businesses. EWTF funds are earmarked for incumbent worker training efforts.

### PURPOSE AND OPPORTUNITY

We are not requesting fully developed grant proposals. We are looking for concepts from industry associations or consortia consisting of three or more employers that are planning to engage in collaborative workforce development efforts that will grow Clackamas County business districts and its communities. The Workforce Response Team will review all of the ideas and concepts received. This review will inform our work as to whether there is interest in consortia/multi-company training projects for our next EWTF funding period Request for Proposals beginning in September 2009.

### GUIDANCE

WICCO anticipates receiving EWTF funds in the fall of 2009. At that time WICCO will release the EWTF RFP. We are looking for information about projects up to \$60,000.

## **HOW TO PREPARE A COMPETITIVE GRANT IDEA OR CONCEPT**

### **1. Title Page**

- Provide contact information for your organization (name, address, phone number, e-mail address).
- State which target area you are addressing: manufacturing, healthcare and medical services, natural resources, apprenticeship and trades, transportation and distribution, defense, high tech and digital display, or utilities.

### **2. Employer Demand (1 page)**

- Describe how your project will positively impact regional workforce development and economic vitality.
- Describe the demand for the skills and training in terms of the current or projected gap between workforce supply and demand.

### **3. Concept Summary (1 page)**

- Describe the target population for training.
- Provide a brief outline of the program.

### **4. Cost Factors (1 page)**

- Budget: briefly describe:
  1. How much is the training project estimated to cost?
  2. What primary components are expected to be in the budget?
- How many current workers do you estimate will be trained by this project?
- What is the estimated cost per trained worker?

A detailed or line item budget is not required at this point, but a cost range would be helpful. Tell us what you can about the factors that will determine actual cost.

## **HOW TO SUBMIT A COMPETITIVE GRANT IDEA OR CONCEPT**

Send your ideas or concepts as an email attachment to Kim Parker, [kim.parker@wicco.org](mailto:kim.parker@wicco.org) by 4:00 PM Tuesday, June 30, 2009.

## Formal Request for Proposal Funding Criteria

It is recommended that Request for Idea respondents consider the Request for Proposal funding criteria below when developing ideas.

### ***Meets regional/state economic needs, e.g., targeted Clackamas County Cluster:***

Consortia are a part of the following targeted industry clusters:

Natural Resources (Forestry, Wood Products, Agriculture, Food Processing, Nursery, Green Solutions)	
Apprenticeship & Trades	
Manufacturing	Transportation & Distribution
High Tech & Digital Display	Healthcare & Medical Services
Defense	Utilities

***Shortage of Skills:*** Training in occupations or skills where shortage exists in the region as defined by the Oregon Employment Department or local employers where a pattern of unfilled job listings can be substantiated.

***Increase competitiveness:*** Preparing the worker to compete more effectively in the workplace.

***Degree / Certification / Credential:*** Training that leads to national/state certification, or industry recognized credential.

***Meets / Exceeds Median Wage:*** Hourly wage of participating employees meets or exceeds Clackamas County median wage. Employer costs for health benefits and payroll tax burden are NOT factored into the employee hourly wage. The 2009 median wage for Clackamas County is \$15.91 per hour.

Median Wage = hourly wage of all individuals who worked in the county during the year where half have higher hourly wages and half have lower hourly wages, as determined by the Oregon Employment Department.

***Career Development:*** Application demonstrates that the training project is part of a career ladder of advancement within the organization, and/or the training in transferable skills that can be used in alternative (lattice) career pathways.

***High Level of Matching Funds:*** Respondents are expected to match funds 1 to 1, or at least equal to award.

***Existing Curricula:*** Projects that utilize existing curricula or training programs when available, and develop new curricula only when it will not duplicate other work;

***Economy of Scale:*** Curriculum is applicable for use by multiple employee groups/businesses/industries.

***Creates Jobs:*** Training project will substantially lead to the creation of new jobs within six months of project completion.

**Rural Investment:** Training project benefits the population of rural communities. The business must be located outside of the Regional Urban Growth Boundary.  
[http://www.co.clackamas.or.us/dtd/zoning/comp/images/map\\_iv-8.pdf](http://www.co.clackamas.or.us/dtd/zoning/comp/images/map_iv-8.pdf)

**Commitment to Training:** Employers will continue investing in employee training after the grant period has ended.

**Benefits Provided:** Medical for Employee only=3 pts; Medical for Family=2 pts;  
Dental/Vision for Employee=1 pt; Dental/Vision for Family= 1 pt; Paid Vacation=1 pt;  
401k plan offered=1 pt; Funded Retirement=1 pt.

**Industry Certificate, Educational Credential, Transferable Skills:** National or state certificate (ie CNA, LMN)=10 pts; transferable skills or industry recognized credential (ie ESL, leadership)=5 pts; “soft” skills (ie excel, typing)=2 pts.