

Consolidated Funding Application (CFA) • Workforce Development Initiatives (WDI) • Request for Applications (RFA)

PROGRAMS	EXISTING EMPLOYEE TRAINING (EET)	NEW HIRE TRAINING (NHT)	UNEMPLOYED / UNDEREMPLOYED WORKER TRAINING (UWT)
Funding	Up to \$10 million Awards may not exceed \$100,000 for applicants with 2-50 employees; \$200,000 for applicants with 51-100 employees; & \$300,000 for applicants with 101 or more employees	Up to \$6 million Awards may not exceed \$100,000 per applicant	Up to \$9 million Awards may not exceed \$200,000 per applicant
Applicants with existing or pending contracts with NYSDOL remain eligible to apply for funding under the RFA, but the application must not propose services to the same individuals as the existing or pending NYSDOL contract(s). If existing contracts are for services identical to those proposed under the RFA, applicants must attest that they completed at least 75% of the existing contract for participant services and expenditures.			
Eligible Applicants	For-profit and private sector not-for profit entities with two (2) or more employees	For-profit and private sector not-for profit entities with two (2) or more employees	For-profit and not-for profit entities, municipalities, and educational institutions with two (2) or more employees
Eligible Trainees	Existing employed workers, in low or middle-skills occupations, who will enter or remain in middle-skills occupations with the help of the training program	Newly hired (within six (6) months of the start of training) employees *Extra points will be awarded to applicants who plan to serve priority populations, as well as Veterans, long-term unemployed, and TANF and SNAP recipients.	Unemployed/underemployed workers *Extra points will be awarded to applicants who plan to serve priority populations as well as Veterans, long-term unemployed, and TANF and SNAP recipients.
Employment Status	Must be an employee of the applicant business at the time of application	Applicant's employees hired within six (6) months of the start of training	Unemployed/underemployed workers
FT/PT	Full-time (35 or more hours per week) or part-time	Full-time (35 or more hours per week)	Full-time (35 or more hours per week) or part-time
Allowable Training	Occupational skills training with up to a year of instruction for existing employees to place or retain them in middle-skills occupations	On-the-Job Training of newly-hired employees in need of skill upgrade training for their job responsibilities immediately after hire	<ul style="list-style-type: none"> Occupational skills training course(s) Career development services, which teach job search and attainment skills; career awareness, exploration, and enhancement skills; and work readiness, employability, and job retention skills, may be part of occupational skills training course(s), but cannot be standalone trainings. Businesses must commit to interview and consider trainees for employment.

More information on the Workforce Development Initiative can be found at www.ny.gov/workforcedevelopment
CFA Questions can be addressed to CFA@labor.ny.gov

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Allowable Costs	<ul style="list-style-type: none"> • Outside vendors or in-house trainers to provide on- or off-site classroom training; • Textbooks or training materials directly associated with the training; • Distance learning fees (the fee for the training slot or software required to deliver training); and • The cost of credentialing exam fees. 	<ul style="list-style-type: none"> • Reimbursement for up to 75 percent of the trainee’s wages (for businesses with 100 or fewer employees) and up to 50 percent of the trainee’s wages (for businesses with more than 100 employees), excluding fringe benefits, for the training period (maximum of 1 year). • No funds available for other costs 	<ul style="list-style-type: none"> • The cost of providing occupational skills training courses(s); • Textbooks and training materials directly associated with the training; • Software required to deliver training; • Distance learning fees (the fee for the training slot or software required to deliver training); • The cost of credentialing exam fees; and • Supportive services for trainees.
Additional Information	<p>Occupational skills training is defined as up to one year of instruction in a classroom setting designed to provide participants with the skills required to be proficient in a specific job needed by the business.</p> <p>*Priority populations include displaced homemakers; low-income individuals; individuals with disabilities, including youth with disabilities; older individuals; individuals currently or formerly involved in the criminal justice system; homeless individuals, including homeless youth; youth who are in, or have aged out of, the foster care system; individuals with low levels of literacy; English language learners; individuals facing substantial cultural barriers; Native Americans, including Indians, Alaska Natives, and Native Hawaiians; Migrant and Seasonal Farmworkers; individuals within two (2) years of exhausting lifetime Temporary Assistance for Needy Families (TANF) benefits; long-term unemployed, and single parents, including single pregnant women. For the CFA, Veterans, TANF recipients, and Supplemental Nutrition Assistance Program (SNAP) recipients are also considered priority populations.</p> <p>Applications will be accepted and reviewed on an ongoing basis at any time while this funding opportunity is available.</p> <p>Middle-skills occupations are those that require more than a high school diploma or equivalent and less than a bachelor’s degree, and some may require postsecondary education/training. Postsecondary education/training may include an associate’s degree, vocational certificates, significant on-the-job training, and previous work experience.</p> <p>Supportive services include miscellaneous participant expenses (transportation, child care, housing, and dependent care), incentives, and stipends.</p>		

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