Governor's Office of Workforce Innovation

Project SANDI – Notice of Funding Opportunity

IMPORTANT INFORMATION

Purpose:	To provide tuition and fee support for training of dislocated and underemployed workers, new job seekers and/or limited English proficient adults that will lead to jobs in their fields and help Nevadans get back on their feet as a result of the COVID-19 pandemic.
Applications Due:	Wednesday, December 1, 2021 at 5:00 pm PST
Funding Available:	Average awards are $75,000-$250,000 but can be up to $500,000; with a per student per course amount no more than $5,000
Informational Sessions:	Wednesday, October 27, 2021 at 2:00 pm Wednesday, November 3, 2021 at 9:00 am Participate via: https://us02web.zoom.us/j/89777729762?pwd=Q3A0MEdLanlVTzNpanVKNlNremxuUT09
Eligibility:	Eligible applicants are organizations/institutions/entities that provide workforce training and skill growth to Nevadans.
Website:	https://OWINN.nv.gov Updates to Frequently Asked Questions will be posted to the GOWINN website.
Contact:	Kristen Dwyer, GOWINN Grants and Programs Manager kdwyer@gov.nv.gov

Purpose
The purpose of Project SANDI (*Supporting and Advancing Nevada's Dislocated Individuals*) is to help dislocated and underemployed workers and new job seekers who have been impacted by the pandemic in Nevada, by enhancing the existing workforce system with one that can translate skills and work experience into credentials, expanding use of digital platforms to reach more individuals, and developing an online, self-paced entrepreneurship module that will be embedded in training and educational programs.

This Notice of Funding Opportunity (NoFO) is to provide tuition and fee support for the training of dislocated and underemployed workers, new job seekers and/or limited English proficient adults that will lead to jobs in healthcare, information technology, manufacturing and skilled trades. This funding opportunity is to provide more accelerated "just in time" trainings and educational programs that will result in stackable, industry-recognized credentials and certificates in Nevada's high-wage, high-growth sectors, and thereby allow workers to get back to work quickly.

You can view the Project SANDI proposal at the Office of Elementary and Secondary Education (OESE) to learn more about the project.

Target Population
The target population of individuals intended to be impacted by Project SANDI must follow the below criteria:

1) Proof of citizenship
2) Fall under one of the below categories:
   a) Dislocated worker
   b) Underemployed worker
   c) New job seeker
   d) Limited English Proficient (LEP) adults

The awardee is responsible for ensuring participants fall under the above criteria and are eligible to utilize the funding (more information on eligibility is below). A plan on how this will be tracked and ensured must be provided in the project narrative.

Eligible and Ineligible Uses of Funds
Funds must only be used to provide tuition and/or fee support for dislocated and underemployed workers. The tuition subsides should be no more than $5,000 per student for the training/course, but a higher amount may be considered with justification provided in the budget narrative. This funding is to provide workers with the necessary skills to better themselves and be able to have a job in their trained area two quarters upon completion, at a salary of $37,000 per year. The awardee must ensure the students fall under the target population, provided above, and track the student after completion to report out on the job area and salary. The training provider should be licensed in the state of Nevada.

To be eligible to utilize Project SANDI funds, the application must follow the below criteria:

1) The participant must be willing to be tracked through system while in training and upon graduation

   a) With follow up to see if employed in field of study two quarters (six months) after completion and at what salary
      i) Salary goal is $37,000/year
2) Educational and training programs falls under:
   a) Short-term educational programs or career pathways programs
      i) Short-term educational program means a program that provides no less than 150, and no more than 600, clock hours of instructional time (or equivalent) over a period of no less than 8 weeks and no more than 15 weeks.
   b) Lead to certificates, badges, micro-credentials, licenses, or other workplace-relevant credentials that respond to the needs of employers or facilitate entrepreneurship
3) Area of study is under one of the following:
   a) Health care
   b) Information technology
   c) Advanced manufacturing
   d) Skilled trades
4) Already have companies in line to interview students who have completed skills

The funds are specific for tuition and fees and will not cover administrative or other associated costs. The fees must be associated with the administering of the training/course and will not cover any expenses related to the administrating of the award. If you have questions, please reach out to Kristen Dwyer at kdwyer@gov.nv.gov.

Application and Submission Information
In order for applications to be considered by the Project SANDI Leadership review team, the below items must be included.

1. Cover sheet – maximum one page
2. Abstract – maximum one page
3. Project narrative – maximum ten pages
4. Budget and narrative – no maximum

All pages of the application must be formatted with Times New Roman 12-point font, double spaced, one-inch margins, on 8.5 x 11 letter paper size.

A weighted rubric will be utilized to score the applications, see Attachment A.

Applications must be submitted to Kristen Dwyer by December 1, 2021, at 5:00 pm PST as one PDF to be considered. Applications submitted after the deadline or incomplete applications will not be considered.

Cover Sheet

- Applicant Information
    - Organization name, mailing and physical addresses, phone number, website, and Nevada state vendor ID number
- Project Information
    - Project title, location, and proposed dollar amount
- Project Lead Information (project responsible individual)

    - Name, title, organization, mailing and physical address, phone number, email address
- Project Contact (daily project contact – if different than lead)
    - Name, title, organization, mailing and physical address, phone number, email address
- Fiscal Agent Contact (daily contact for fiscal matters– if different than above)
    - Full name, title, organization, mailing and physical address, phone number, email address

<u>Abstract</u>

The abstract must summarize the proposed project and must include:

- Project title
- Requested dollar amount
- Number of students who will utilize the funding
- Timeframe of project
- Targeted categories
    - Dislocated worker,
    - Underemployed worker,
    - New job seeker, and/or
    - Limited English Proficient (LEP) adults
- Targeted areas
    - Health care
    - Information technology
    - Advanced manufacturing
    - Skilled trades
- Goals and expected results and outcomes

<u>Project Narrative</u>

A detailed explanation of the project must be provided and the following areas must be addressed:

- Breakdown of number of students in categories and areas of study
- Targeted student categories
    - Provide details on how the categories will be identified for the participants
- Targeted areas of study
    - Provide information on the trainings/courses that will be utilized and information on the success of the program
        - To highlight success, provide information such as:
            - Course completion rates
            - Success rates of students going into the associated field
            - Legitimacy of program, such as accreditation, if applicable
- Goals and expected outcomes of students
    - Provide information on the program outcomes as related to getting a job and/or creating a career pathway for the participant
    - Provide information on the student learning outcomes of the trainings
        - What does the organization consider to be a successful program?

    - Address how the project aligns with what GOWINN considers a successful training/course with the items below:
        - Have a completion rate at or above 10% of normal completion rate
        - Getting an interview in their field about completion
        - Having a job in their field six months after completion at a minimum of $37,000
- Timeline of proposed project
    - GOWINN would like to see ambitious projects that can move Nevadans through trainings but they must also be realistic
    - With this in mind, be sure to address the following information:
        - How long are the trainings/courses
        - How many students normally can fit/attend/participate in the said trainings/courses
- Plan for ensuring participants fall under the target population
- Plan for tracking participants throughout training and the required six months after completion
- Support from industry/businesses for the training and the plan for completed students to at least interview, preferably be hired, with the associated companies
    - GOWINN wants to ensure that participants have jobs upon completion in their fields of study
    - To align with this, a stronger application will include:
        - Letters of support from industry partners that support the program
        - Company's willingness to interview a certain number of completed students and to hire a certain percentage of qualified applicants
        - Information on the number of jobs available and when the company's need them filled
- Project risk assessment
    - Provide any licensing information on training provider
    - Provide information on history of disseminating tuition dollars
        - How much tuition funding has been received and what percentage has been awarded through the organization in the past five years
    - Provide information on programs that are offering
        - How long have the programs been in existence
        - How many students have completed them and what is the percentage of completers
    - Provide information on support with industry partners
        - How long has the relationship with companies been in place
        - How many of the completed students have been employed with the company

<u>Budget</u>

A budget spreadsheet and budget narrative are required to be considered for the application.

The budget spreadsheet must provide a listing of expenses, broken down by each line item. The expenses need to be reasonable and directly related to the proposed project.

The budget narrative must explain the expenses and how it relates to the project narrative, and not be a listing or summarization of the proposed expenses. The narrative also needs to show alignment with the proposed project timeline. The cost per participant per training/course must be provided.

Award Process
The Project SANDI Leadership team will review all completed applications according to a rubric, that can be found under Attachment A. Upon receiving notification of the award, GOWINN will create the subaward paperwork for the project. This award is by a reimbursement basis, with the awardee having to submit for reimbursement of expenses paid through GOWINN's reimbursement process.

Spending Timeline
All award funding must be expensed by September 29, 2023. Awards will be announced in December 2021.

Reporting Requirements
If awarded, all applicants must follow reporting guidelines set forth by GOWINN and the U.S. Department of Education. GOWINN requires quarterly progress narrative reports and financial reports from the grantees. The awardee must ensure the students fall under the target population, provided above, and track the student after their completion to report out on their job area and salary.

See Attachment B for reporting guidelines and Attachment C for progress reports.

Contact
Have questions? Please contact Kristen Dwyer, GOWINN's Grants and Programs Manager at kdwyer@gov.nv.gov and visit https://OWINN.nv.gov/ to view the most up to date Frequently Asked Questions document, which will be posted after the first informational session.

There will also be two informational sessions via Zoom, the first on **October 27, 2021 at 2:00 pm** and the second on **November 3, 2021 at 9:00 am**.
Join Zoom Meeting
https://us02web.zoom.us/j/89777729762?pwd=Q3A0MEdLanlVTzNpanVKNlNremxuUT09
Meeting ID: 897 7772 9762
Passcode: SANDI
One tap mobile
+13462487799,,89777729762#,,,,*649957# US (Houston)
+16699006833,,89777729762#,,,,*649957# US (San Jose)
Dial by your location
    +1 253 215 8782 US (Tacoma)
    +1 312 626 6799 US (Chicago)
    +1 929 436 2866 US (New York)
    +1 301 715 8592 US (Washington DC)
Meeting ID: 897 7772 9762
Passcode: 649957

ATTACHMENT A

Project SANDI - NoFO Evaluation Rubric

Title of Proposal:
Contact Person:
Name of Reviewer:

Were the proposal requirements met? Please, check all that apply:

The proposal was submitted as one PDF in correct format and received by 5:00 pm on 12/1/2021

The following criteria will be used to evaluate and prioritize funding of the requests submitted in response to the Project SANDI NoFO. A total of 140 points is available and the scoring is weighted.

Proposal Scoring Rubric

Components	Score 5 (points)	Score 3 (points)	Score 1 (point)	Points	Weight	Score (Points x Weight)
Cover Sheet	Provides a clear and complete listing of required contacts	Provides a mostly complete listing of required contacts	Does not provide a complete listing of required contacts	5	1	5
Abstract	Establishes a clear, concise and compelling summary of the project and what is being aimed for the goals and outcomes.	Provides a summary statement that is somewhat clear and compelling that mentions the aim of the goals and outcomes but needs to be more concise or provide more information.	Does not establish a clear, concise or compelling summary of the project or the aim of the goals and outcomes.	5	1	5
Project Narrative - Overall Impression	Establishes a clear and compelling description of what the proposal will do. Addresses any jargon so the reader can understand the purpose of the plan. Clearly describes the plan of the proposal and how it will assist students. The goals and outcomes clearly align with the Project SANDI goals.	Provides a detailed explanation of what the proposal will do but needs some clarity and is not particularly compelling. Addresses some jargon but the reader could misunderstand the purpose of the plan. Describes the plan and how it will assist students but needs some clarity. The goals and outcomes somewhat align with the Project SANDI goals.	Does not provide a clear, compelling nor detailed explanation of what the proposal will do and is not co. Does not address jargon so the reader can understand the purpose of the plan. Does not describe the plan or how it will assist students. The goals and outcomes do not align with the Project SANDI goals.	5	3	15
Project Narrative - Categories	Agrees with identified categories. Provides clear and compelling details on how the proposal will directly impact students.	Somewhat agrees with identified categories. Provides details on how the proposal will directly impact students but needs more clarity and not as compelling.	Does not agrees with identified categories. Provides little details on how the proposal will directly affect students studying STEM.	5	1	5
Project Narrative - Areas of Study	Agrees with chosen categories. Provides clear and compelling details on how the proposal will directly impact students.	Somewhat agrees with chosen categories. Provides details on how the proposal will directly impact students but needs more clarity and not as compelling.	Does not agree with chosen categories. Provides little details on how the proposal will directly impact students.	5	1	5

ATTACHMENT A

Project Narrative - Goals & Outcomes	Provides a well-developed explanation of the goals and outcomes of the trainings that are to be addressed, and the plan is a reasonable one.	Provides a partially developed explanation goals and outcomes of the trainings that are to be funded.	Provides neither a complete nor adequate explanation of the goals and outcomes of the trainings that are to be addressed, and the plan is not a reasonable one.	5	2	10
Project Narrative - Timeline	Timeline is both ambitious and feasible, and clearly aligned with the requested resources needed to implement the project. Fully addresses the need of just in time training.	Timeline generates questions about either ambitiousness or feasibility, and the alignment with the requested resources needed to implement the project is less clear. Does not fully addresses the need of just in time training.	Timeline is not ambitious, does not seem feasible, and is not connected to the requested resources needed to implement the project. Does not address the need of just in time training.	5	2	10
Project Narrative - Target Population	Proposes a detailed and coherent plan for ensuring students meet all Project SANDI requirements and are eligible for funding.	Proposes a tracking plan that identifies some methods that will be used to ensure students meet some Project SANDI requirements and are eligible for funding.	Plan includes only a minimal response to the requested information and does not ensure students meet Project SANDI requirements and are eligible for funding.	5	3	15
Project Narrative - Student Tracking	Proposes a detailed and coherent tracking plan that will be used to follow students throughout their time in program and beyond.	Proposes a tracking plan that identifies some methods that will be used to follow students throughout the project, but not explicit.	Tracking plan includes only a minimal response to the requested information and does not provide a clear picture of how student will be tracked upon completion of the program.	5	3	15
Project Narrative - Businesses	Provides a detailed plan for how the project is in alignment with local business needs and requirements. Provides detailed plan and letters of support from business that show cooperation and willingness to provide completed students with placement opportunities.	Provides a plan for how the project is in alignment with local business needs and requirements. Provides some details and letters of support from business that show cooperation and willingness to provide completed students with placement opportunities.	Does not provide a detailed plan for how the project is in alignment with local business needs and requirements. Does not provide a plan and letters of support from business that show cooperation and willingness to provide completed students with placement opportunities.	5	3	15
Project Narrative - Risk Assessment	Provides detailed information on previous management of tuition funds and demonstrates a knowledgeable and a successful oversight of programs.	Provides some information on previous management of tuition funds and demonstrates a knowledgeable oversight of programs.	Does not provide information on previous management of tuition funds and does not demonstrates a successful oversight of programs.	5	3	15

ATTACHMENT A

Budget Spreadsheet	Attached budget provides a detailed and reliable accounting of budget requirements and items and is fiscally reasonable.	Attached budget provides an accounting of budget requirements and items and is fiscally reasonable.	Attached budget does not provide a detailed or reliable accounting of budget requirements and items, and does not appear fiscally reasonable by over- or under-estimating what is needed to implement and fulfill project goals and desired outcomes.	5	2	10
Budget Narrative	Provides a detail and clear description of the necessary resources. The budget needs are clearly demonstrated and are clearly related to the project.	Provides some information on resources. The budget needs are somewhat demonstrated and are somewhat related to the project.	Does not provide information on necessary resources. The budget needs are not clearly demonstrated and are not clearly related to the project.	5	3	15
Total Score (out of possible 140)						140

General Information for CARES Act Reporting

In accordance to the grant agreement between the U.S. Department of Education (DOE) and the Governor's Office of Workforce Innovation (GOWINN) for Supporting and Advancing Nevada's Dislocated Individuals (Project SANDI), awarded through the Education Stabilization Fund-Reimagine Workforce Preparation Grants, the following items are mentioned as the reporting requirements. Note – these requirements can be changed and/or updated at any time as notified to GOWINN by DOE, or other government granting entities in association with CARES Act funding.

References include: 34 CFR 75, 2 CFR 200 and U.S. DOE guidance to Nevada for SANDI CARES Act Reporting Requirements.

34 CFR 75.118

75.118 Requirements for a continuation award.

(a) A recipient that wants to receive a continuation award shall submit a performance report that provides the most current performance and financial expenditure information, as directed by the Secretary, that is sufficient to meet the reporting requirements of 2 CFR 200.327 and 200.328 and 34 CFR 75.590 and 75.720.

(b) If a recipient fails to submit a performance report that meets the requirements of paragraph (a) of this section, the Secretary denies continued funding for the grant.

(Approved by the Office of Management and Budget under control number 1875-0102)

(Authority: 20 U.S.C. 1221e-3(a)(1) and 3474)

CROSS REFERENCE: See 2 CFR 200.327, Financial reporting, and 200.328, Monitoring and reporting program performance; and 34 CFR 75.117, Information needed for a multi-year project, 75.250 through 75.253, Approval of multi-year projects, 75.590, Evaluation by the grantee, and 75.720, Financial and performance reports.

[59 FR 30261, June 10, 1994, as amended at 64 FR 50391, Sept. 16, 1999; 79 FR 76091, Dec. 19, 2014]

2 CFR 200.327

200.327 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in appendix II to this part (see Appendix II to Part 200 directly below).

Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.323.

(K) See §200.216.

(L) See §200.322.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014; 85 FR 49577, Aug. 13, 2020]

2 CFR 200.328

200.328 Financial reporting.

Unless otherwise approved by OMB, the Federal awarding agency must solicit only the OMB-approved governmentwide data elements for collection of financial information (at time of publication the Federal Financial Report or such future, OMB-approved, governmentwide data elements available from the OMB-designated standards lead. This information must be collected with the frequency required by the terms and conditions of the Federal award, but no less frequently than annually nor more frequently than quarterly except in unusual circumstances, for example where more frequent reporting is necessary for the effective monitoring of the Federal award or could significantly affect program outcomes, and preferably in coordination with performance reporting. The Federal awarding agency must use OMB-approved common information collections, as applicable, when providing financial and performance reporting information.

34 CFR 75.590

75.590 Evaluation by the grantee.

(a) If the application notice for a competition required applicants to describe how they would evaluate their projects, each grantee under that competition must demonstrate to the Department that—

(1) The evaluation meets the standards of the evaluation in the approved application for the project; and

(2) The performance measurement data collected by the grantee and used in the evaluation meet the performance measurement requirements of the approved application.

(b) If the application notice for a competition did not require applicants to describe how they would evaluate their projects, each grantee must provide information in its performance report demonstrating—

(1) The progress made by the grantee in the most recent budget period, including progress based on the performance measurement requirements for the grant, if any;

(2) The effectiveness of the grant, including fulfilling the performance measurement requirements of the approved application, if any; and

(3) The effect of the project on the participants served by the project, if any.

(Authority: 20 U.S.C. 1221e-3 and 3474.)

[78 FR 49354, Aug. 13, 2013]

34 CFR 75.720

75.720 Financial and performance reports.

(a) This section applies to the reports required under—

(1) 2 CFR 200.327 (Financial reporting); and

(2) 2 CFR 200.328 (Monitoring and reporting program performance).

(b) A grantee shall submit these reports annually, unless the Secretary allows less frequent reporting.

(c) The Secretary may require a grantee to report more frequently than annually, as authorized under 2 CFR 200.207, Specific conditions, and may impose high-risk conditions in appropriate circumstances under 2 CFR 3474.10.

(Authority: 20 U.S.C. 1221e-3 and 3474)

[79 FR 76093, Dec. 19, 2014]

CARES ACT QUARTERLY REPORTING

Communication for U.S. Department of Education grantees regarding CARES Act Funds as of June 15, 2021 follows.

SUBJECT: UPDATE ON REQUIRED CARES ACT QUARTERLY REPORTING

Section 15011 of Division B of the Coronavirus Aid, Relief, and Economic Security (CARES) Act requires that a grantee which receives more than $150,000 report to the U.S. Department of Education (Department) on a quarterly basis. The Department, after consultation with the Office of Management and Budget, currently interprets this CARES Act quarterly reporting requirement to be satisfied through existing federal reporting mechanisms. Specifically, CARES Act quarterly reporting requirements are considered to be met under the more frequent, monthly reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (FFATA), Pub. L. 109-282, as amended by the Digital Accountability and Transparency Act (DATA Act), Pub. L. 113-101.

FFATA is aimed at empowering citizens with information needed to hold the government accountable for the award of taxpayer funds to individual grantees. Towards this end, FFATA requires that information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov.

Through the FFATA Subaward Reporting System (FSRS), federal prime awardees (i.e., prime contractors and prime grants recipients, including CARES Act grantees for the programs listed below) capture and report subaward and executive compensation data regarding first-tier subawards to meet FFATA reporting requirements on a monthly basis. The following data elements are collected through FSRS about subawards greater than $25,000:

a) Name of entity receiving award
b) Amount of award
c) Funding agency
d) North American Industry Classification System (NAICS) code for contracts / Catalog of Federal Domestic Assistance (CFDA) program number for grants
e) Program source
f) Award title descriptive of the purpose of the funding action
g) Location of the entity (including congressional district)
h) Place of performance (including congressional district)
i) Unique identifier of the entity and its parent
j) Total compensation and names of top five executives (same thresholds as for primes)

CARES Act grantees under the following programs must meet their *monthly* reporting requirements under FFATA to meet their Section 15011 requirements under the CARES Act for quarterly reporting:

- Higher Education Emergency Relief Fund (CFDA 84.425E, 84.425F, 84.425J, 84.425K, 84.425L, 84.425M and 84.425N)
- Governor's Emergency Education Relief Fund (CFDA 84.425C)
- Elementary and Secondary School Emergency Relief Fund (CFDA 84.425D)
- Gallaudet University Grant (CFDA 84.910B)
- Howard University Grant (CFDA 84.915A)

- Education Stabilization Fund – Reimagine Workforce Preparation Discretionary Grant (ESF-RWP) (CFDA 84.425G)
- Education Stabilization Fund – Rethink K-12 Education Models Discretionary Grant (CFDA 84.425B)
- Project School Emergency Response to Violence (Project SERV) (CFDA 84.184C)
- Education Stabilization Fund Program Outlying Areas-State Educational Agency (CFDA 84.425A)
- Education Stabilization Fund Program Outlying Areas-Governors (CFDA 84.425H)

The entity that receives federal funds is ultimately responsible for completing FFATA reporting; prime grantees are responsible for following required processes and procedures to enter data into FSRS, which may include identifying the appropriate State, local, or institutional office or individual charged with meeting FFATA requirements. In meeting their reporting requirements under Section 15011 of the CARES Act, prime grantees should review their FFATA reporting to ensure the data they submit is complete, accurate, and of high quality.

For more information on FFATA, please visit https://www.fsrs.gov/.

In accordance with Recipient's Funding Certification and Agreements executed by grantees for CARES Act funding, the Secretary of Education is planning to specify additional forms of reporting on a less-than-quarterly basis (such as on an annual or semi-annual basis) to ensure full CARES Act compliance and full implementation of the signed agreements. This reporting will likely include collecting recipient jobs data (e.g., number of jobs created or retained). Any additional reporting through this process will be announced in the Federal Register and the public will have the opportunity to comment on it.

GOWINN
GOVERNOR'S OFFICE OF WORKFORCE INNOVATION

ATTACHMENT C

Project SANDI Quarterly Narrative Progress Report

Progress Report # ______________________

Reporting Period: __________ to __________

Submittal Date ______________________

Contract No: ______________________

Project Name: ______________________

Contractor Name: ______________________

Project Director: ______________________ ______________________

Printed Name Signature

Summary of Work Completed

Introduction

(Provide a brief one or two sentence introduction or summary of the report (e.g., "During the reporting period, project activities focused on completing design of the pipeline segments 1, 3, and 4" or " … focused on monitoring activities and repairing process or system failures or deficiencies" or … "focused on improving system efficiency," etc.)

Summary of Activities

(Work To Be Performed) Limit narrative descriptions to work performed during the reporting period. Provide, by sub-item number, a brief description of milestones, successes, and problems or issues encountered during the reporting period.

Goal 1 - Project Administration

(Describe for each work item, the activities, problems, successes, milestones OR "No work performed this period" OR "Complete")

Goal 2 - ______________

(Describe for each work item, the activities, problems, successes, milestones OR "No work performed this period" OR "Complete")

(Continue with all goals)

Project SANDI Quarterly Narrative Progress Report

NOTES

Key Accomplishments	
Challenges	
Next Steps	
Supporting Data	
Anecdotal Stories to Share	

Quarterly Notes will allow for the GOWINN team and Executive Director to engage in timely problem solving. Quarterly report narrative should include a succinct summary of progress, current and emerging issues, key actions requires and any additional supporting data or collateral.

Calendar for Upcoming Reports

Quarter 1	Quarter 2	Quarter 3	Quarter 4
January-March	April-June	July-September	October-December
Due April 6	Due July 6	Due October 5	Due January 4

STATEMENT OF SERVICES

ATTACHMENT C

Return to:

Nevada Governor's Office of Workforce Innovation by the **15th** of the month for the previous month to GOWINN-Billing@gov.nv.gov

Name of Vendor: ______________________

Mailing Address: ______________________

Vendor No.: ______________________

Contract #: ______________________

Date Submitted: ______________________

Invoice #: ______________________

Contract Dates: From ______________________ To ______________________

Amount Requested With This Statement of Services: $ ______________________

Per the requirements of federal New Uniform Guidance, 2 CFR 200 - Part 2, subsection 200.415 (a), to assure that expenditures are proper and in accordance with the terms and conditions of the Federal award and approved project budgets, the annual and final fiscal reports or vouchers requesting payment under the agreements must include a certification, signed by an official who is authorized to legally bind the non-Federal entity, which reads as follows: "By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."

____

Vendor Signature

FOR STATE USE ONLY

Payment is approved for services performed during the period of time shown above under contract dated: ______________________

Total Amount of Contract $ ______________________

Amount Previously Paid $ ______________________ Percent of Contract ______________________

Unpaid Balance $ ______________________

Amount Approved With This Statement $ ______________________ Percent of Contract ______________________

New Unpaid Balance $ ______________________ Percent of Contract ______________________

total = 100%

Payment Approved By ______________________

GOWINN Approval

Agency	BA	CAT	GL/Obj.	Job #

Date Approved: ______________________

Warrant Number for Payment Issued: ______________________

Date Payment Issued: ______________________