



TRAINING CENTER GRANT

PURPOSE:

The Alabama Construction Industry Craft Training (CICT) Board provides grant opportunities for craft training programs within the commercial construction industry. Our mission is to support training programs in building a qualified workforce to meet the growing demand for skilled craftsmen and commercial construction workers in Alabama.

The CICT Board is seeking applicants for a newly created three-year Training Center grant to help with the establishment or extension of a regional training center. The Training Center grant is designed to aid entities with startup or expansion funds for a regional training center to attract new trainees and provide quality skills training for Alabama’s commercial construction workforce that will fulfill the demands of the marketplace. The training center must use NCCER or DOL instructional curriculums. Preference will be given to applicants that include a significant training component for adults at the training center.

The grant recipient may be awarded up to \$1,500,000.00 within the three years, depending upon the budgetary needs and terms in the executed agreement between the training entity and the Board. The issuance of continuation of the Training Center grant into years two and three is at the discretion of the CICT Board and will be based upon the success of the Grantee executing the plans, goals, and milestones documented in the application, along with yearly milestones set by the Board. The Grantee must also continue to demonstrate a positive path towards sustainability of the training center, beyond the life of this grant, for the Board to continue the grant into years two and three.

GRANT APPLICATION TIMELINE:

If you plan to apply for this grant, email hayes@alcict.com a notification of intent, as soon as possible.

Zoom Link for November 15 Meeting at 2:00 p.m.:

<https://us02web.zoom.us/j/86972383143?pwd=TEdmNzdPT21aNmhNU0cxS2llcEZ3dz09>

Meeting ID: 869 7238 3143 and Passcode: 702454

Release/Notification of grant	November 8, 2021
Zoom Meeting to Review Application/Answer Questions	November 15, 2021, 2:00 p.m. (see link above)
Due Date of Applications	January 10, 2022
Review Window of Applications	January 10-14, 2022
Selection of Finalist by the CICT Board	January 24, 2022
Notification of Finalist	January 25, 2022
Finalist’s Presentations to the Board	February 22, 2022
Final Review and Determination of Grant Recipient	February 23-28, 2022
Notification of Selected Recipient	March 1, 2022

ENTITIES ELIGIBLE TO APPLY FOR FUNDS INCLUDE:

- Alabama business “for profit”
- Alabama business “not-for-profit”
- 2-year accredited postsecondary institution recognized by the Alabama Community College System
- 4-year accredited higher education institution recognized by SACS
- Trade unions
- K-12 education entity recognized by the Alabama State Department of Education



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ENTITIES NOT ELIGIBLE TO APPLY FOR FUNDS INCLUDE:

- Any business or entity requesting funding for residential construction training.
- Any business from which a current CICT Board member receives monetary compensation.

EXPENSES ELIGIBLE FOR GRANT FUNDING:

- Professional staff and instructors/trainers' fees related to providing the training.
- Textbooks or training manuals directly related to the training program.
- Technology related to the training program/center.
- Expendable materials and supplies related to the training program/center.
- Equipment purchased related to the training program/center.
- Capital improvements and facility expenses related to the training program/center.
- Administrative expenses related to the training program/center. Administrative expenses will be capped at 10% of the grant funding.
- Grant funds will be available per the terms of the grant agreement.

NON-REIMBURSABLE EXPENSES:

- Loss of wages or salary to compensate the trainers/instructors for time away from his/her regular employment.
- Trainee (employee) wages.
- Travel, food, or lodging expenses related to program participants.
- Purchase of any item or service that may be used outside of the training project.
- Any training-related expenses incurred before grant approval or beyond the ending date of the agreement.
- Training costs associated with professional fields in which continuous education is necessary to retain professional certification, such as professional engineers, architects, attorneys, etc.
- Training which would result in advanced degrees such as associate, bachelor, master, or doctorate.
- Union or membership dues.
- Any costs not approved in the final agreement.

REPORTING PERFORMANCE AND PROGRAM MODIFICATION:

- The grant recipient will be required to submit monthly and year-end reports that include performance measures and the status of the training center, its programs and trainees to continue receiving grant funds. Failure to submit timely reports or proper documentation could result in loss of grant funds.
- Modifications to the application information must be approved by the Board in writing prior to implementing changes. Modifications must be consistent with the intent of the original grant application.
- Accurate records must be maintained to document the training center activities and expenditures.
- For each training session, a copy of the roster, which includes trainees' names, and their school or employer (if applicable) is required. The date(s) and type(s) of training should be noted on each roster submitted. The roster should include the signature of the trainer or employer (if applicable) certifying that the listed trainees participated in the training.
- At the completion of each training program session, a list of the program graduates and their contact information along with the indication of which graduates accepted a job within the industry, their employer's names, a contact name for that employer, and the employer's phone number will be required.

FUNDING AND BUDGET AMENDMENTS:

- The grant recipient must include clear and proper documentation of fund expenditures.
- Requests to make changes to the use of funding must be in writing and approved by the Board.



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- Accurate records must be maintained to document the Training Center’s activities and expenditures of funds, including evidence that the funds were used in accordance with the terms of the agreement.
- The fiscal agent must follow the state’s fiscal year (October 1-September 30) and comply with the state’s required reporting.
- Funds not expended by the grant expiration date will be rescinded by the Board.
- Extensions of time are not available, unless approved by the Board.
- The Fiscal Agent will provide a record of expenses pertinent to the Training Provider using this funding.
- As a condition of any funds awarded, the grantee agrees to comply with the terms of the Beason-Hammon Alabama Taxpayer and Citizen Protection Act and any subsequent amendments. It is the responsibility of the fiscal agent to ensure compliance of this Act by all sub-grantees.

GRANT RESCINDMENT:

- The CICT Board may require reimbursement of all grantee recipient CICT funds if the training center does not meet the obligations to the Board as stipulated in the executed grant agreement.

APPLICATION EVALUATION:

- Grant funding will be awarded based on the Board’s evaluation and the available funds. The award of funding is at the sole discretion of the CICT Board. The Board may choose not to award any Training Center grants if it determines it is in the best interest of the CICT program.
- The Board and/or its authorized representatives will review applications that meet the eligibility requirements and then select finalist based upon the applicants’ score. The overall score is based on the percentage of the total maximum points applicable to the application as assigned by the Board.
- The finalist will be assigned a time to meet with the Board to present proposals and answer questions.
- The Board will notify the successful grant applicant in the form of an award letter and a grant agreement. The Fiscal Agent for the entity’s training program will sign the budget and the grant agreement and submit to the Board. Upon the Board’s execution of the grant agreement, the Board will provide a copy of the executed grant agreement to the recipient.
- Evaluation criteria and the maximum points possible per subcategory for the grant is listed below:

Evaluation Factors	Maximum points
Budget	20 points
Other Training Funding Sources	10 points
Contractor Support	15 points
Key Performance Indicators	15 points
Enrollment	15 points
Sustainability of the Program	15 points
Training Center Facility	10 points
TOTAL:	100 points

GRANT APPLICATION SUBMISSIONS:

- If you plan to apply for this grant, email hayes@alcict.com a notification of intent, as soon as possible.
- Grant applications must be submitted by December 3, 2021.
- Grant applications may be accessed from www.alcict.com or by this link: <https://smr.to/p76304>

CONTACTS FOR QUESTIONS OR ADDITIONAL INFORMATION:

- Contact the CICT staff at 205-407-4115
- Hayes Vinson at hayes@alcict.com
- Alyson Ogles at alyson@alcict.com



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GRANT APPLICATION EVALUATION FACTORS:

I. BUDGET:

- Detailed budgets for each of years one, two, and three and related documentation.
- Anticipated budgets for years four and five and related documentation.

II. OTHER TRAINING FUNDING SOURCES:

- Other funding sources (direct and in kind).
- Timeline of other funding sources availability.
- Viability of the training center for future years, beyond the grant funding.

III. KEY PERFORMANCE INDICATORS:

- Goals and timeline with anticipated milestone dates for years one, two, and three.
- Anticipated key performance indicators for years one, two, and three.

IV. REGIONAL CONTRACTOR SUPPORT:

- Documentation of Presidents/Owners of Commercial Construction Industry businesses commitments to:
 - a. support, recruit for, and champion the Training Center
 - b. provide instructors for the Training Center
 - c. to utilize the Training Center to train their employees
 - d. to utilize the Training Center for recruitment and hiring of employees
- Establishment of a local Commercial Construction Contractor Training Center Advisory Board comprised of at least five members, their resumes, and plans on how they will be utilized to help with the success of the Training Center.

V. REGION AND ENROLLMENT:

- Identification and explanation of the Training Center location, based upon the need and available resources to help with the success of the Training Center within the Workforce Region.
- Identification of target trainee groups and recruitment pools/resources that will be utilized.
- Plans and anticipated milestones for marketing, recruiting and enrolling trainees.
- Plans and anticipated milestones for trainees' retention and completion of programs.
- Plans and anticipated milestones for placing, tracking, and reporting of trainees in commercial construction industry jobs.
- Details about training programs, curriculums, and credentials the Training Center will provide.
- Details of on-the-job training and hands on learning.

VI. SUSTAINABILITY:

- Details of experience with establishing and/or managing a Commercial Construction Training Center and partnerships that will support the Training Center.
- Plans for sustainability of the Training Center and its long-term success, after grant funding is reduced or eliminated.

VII. TRAINING CENTER FACILITY:

- Detailed description and related documents of Training Center's facility, its condition, physical address, and owner.
- Detailed plans, anticipated timelines, and related documentation for any capital improvements.



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VIII. ADDITIONAL FORMS AND DOCUMENTS:

- The following forms must be completed and submitted:
- <https://www.alabamaag.gov/Documents/files/File-AL-Vendor-Disclosure-Statement.pdf>
- <http://immigration.alabama.gov/docs/Memorandum-of-Understanding.pdf>
- <http://immigration.alabama.gov/docs/Compliance-Form-Business-Entity-Employer-Contractor.pdf>