



Workforce Development Talent Training Grant

12/15/2025 INFORMATION SESSION

BACKGROUND



The City of Charlotte is seeking qualified organizations to deliver education and training programs aimed at developing a skilled talent pipeline for occupations that support transportation infrastructure projects



The Office of Workforce Development is launching an initiative to connect Charlotte residents with quality training programs that lead to high-demand, sustainable employment.

GRANT OBJECTIVES



1. Provide industry-aligned training and certifications for construction & skilled trades careers in transportation infrastructure. Occupations may include Carpentry, Electrical, Heavy Equipment Operation, Concrete and Masonry.



2. Increase access to workforce opportunities for unemployed, underemployed, and under skilled talent.



3. Align skilled talent with local and regional transportation infrastructure employment opportunities.

SCOPE OF WORK

Proposals must include the following:

- **Organizational Overview**
- **Curriculum/Training Design**
- **Employer Partnerships**
- **Recruitment and Outreach**
- **Job Placement Strategy**
- **Delivery Model**
- **Supportive Services**
- **Outcomes & Evaluation**
- **Budget & Budget Narrative**
- **References/Letters of Support**
- **Timeline**

GRANT ELIGIBILITY

- ▶ **Applicants may include the following entities that can show demonstrated experience and positive outcomes**



Education institutions or technical schools



Non-profit workforce development organizations



Registered apprenticeship programs



Employer or industry associations providing applicable training

ELIGIBLE USE OF FUNDS

Training Costs:

- Instructor Wages and fees
- Classroom supplies and materials
- Tuition or registration costs for trainees, certification exam fees

Participant Support Costs:

- Stipends for trainees
- Supportive services related to training or employment activities

Program Administrative Costs:

- Program Management and coordination
- Staff salaries directly related to program implementation and support

FINANCIAL REPORTING

Selected partners will be required to submit monthly financial reports including invoices for reimbursement for all eligible costs incurred by the 10th of every month.

The reports should include:

- ☐ **Financial report of actual expenditures to the approved budget**
- ☐ **All expenses incurred during reporting period**
- ☐ **Invoices and receipts supporting all billed costs**
- ☐ **Comparison of actual expenses to the approved budget**

PERFORMANCE REPORTING

► **Monthly performance reports should include**



Summary of activities and deliverables completed during the reporting period.



Status updates on project milestones and timelines.



Quantitative and qualitative data outlined in the scope of work.

KEY PERFORMANCE INDICATORS

<u>Metric</u>	<u>Goal</u>
Number of people enrolled in training	Based on Contract Award
Percent of people completed training	85%
Number of industry-recognized credentials attained	Counting Metric
Percent of people placed in training related employment	85%
Percent of people with increased wages upon training completion and job placement	90%
Percent of people retaining employment - 3 months, 6 months, and 1 year	85%

BUDGET NARRATIVE

- ❑ Detailed project budget with explanation of costs.
- ❑ Requested administrative funding should not exceed 10% of the total budget.



EVALUATION CRITERIA

The following criteria will be used for the technical evaluations of each competitive proposal:

- Program design and approach
- Employer Partnerships and Job Placement Strategy
- Fiscal management and accountability
- Budget and Cost Effectiveness
- Past program performance
- Projected outcomes and impact





QUESTIONS

CITY OF CHARLOTTE PROGRAM CONTACT



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