



The questions below were obtained from virtual information sessions held for the Talent Development Grant Proposal on Monday, December 15, 2025, and Tuesday, December 16, 2025. Additionally, questions arose because of the proposal deadline being extended to February 3, 2026.

Talent Development Grant Proposal:

Question	Response
If the primary organization applying for this grant is a non-profit, can they subcontract with a for-profit organization to provide the workforce development services?	A non-profit organization may collaborate with a for-profit entity to fulfill the requirements of this proposal. However, it is important to note that grant funds may not be used as a revenue source for the subcontractor.
Does the Talent Development Grant proposal need to address registered apprenticeship programs, or would a pre-apprenticeship program qualify?	Grant-funded programs are expected to equip participants with industry-recognized credentials or marketable skills that are valued by employers. To demonstrate the effectiveness and sustainability of the initiative, it is essential to provide clear, data-driven outcomes that show how the program has successfully transitioned individuals into meaningful employment.
Will the required Performance Reporting be on a City of Charlotte supplied tracker?	A Financial and Performance Reporting Template will be provided to capture all required data. This ensures consistency in reporting and supports effective monitoring and evaluation of program outcomes.
The grant requires 3 letters from participants. What counts as participants?	Program participants will consist of students or individuals who have successfully enrolled in and completed the training offered by your organization.
Can persons be co-enrolled with other programs while participating in this grant?	Co-enrollment in other programs is permitted, provided there is no duplication of services. Services received through one program must be distinct from those funded by this grant.
Are we allowed to partner with out-of-state partners?	Partnerships are allowable; however, eligibility will depend on the nature of the collaboration and the specific services provided by the partnering agency. The expectation is that all partnerships will include hands-on training and direct support delivered locally to ensure meaningful engagement and impact.
Do you have a strict outline on what you'd like for us to put in the Letter of Intent?	Applicants are encouraged to submit a Letter of Intent prior to the proposal deadline. While there is no formal template or outline required, the letter should clearly state the following: <ul style="list-style-type: none"> • The name of the organization

	<ul style="list-style-type: none"> • An expression of intent to submit a proposal • Confirmation that the proposal will be submitted by the designated deadline <p>This letter serves as a courtesy notification and does not obligate the organization to apply. It helps program administrators anticipate the volume of submissions and plan accordingly.</p>
How long does the Letter of Intent need to be?	<p>There is no formal template required for the Letter of Intent. The letter should simply state:</p> <ul style="list-style-type: none"> • The name of your organization • Your intent to submit a proposal • Confirmation that the proposal will be submitted by the designated deadline
How many partner organizations is acceptable?	<p>While collaboration is strongly encouraged, organizations have full discretion in determining their program design and identifying the partners necessary to ensure successful implementation. Partnerships should be structured to support the program's goals and deliver meaningful outcomes.</p>
What is the amount that can be awarded for the Talent Development Grant?	<p>Grant awards will be up to \$250,000 per organization. We anticipate awarding approximately four to six grants under this funding opportunity. Final award amounts will be based on the strength of the proposal, alignment with program goals, and availability of funds. An organization may submit multiple proposals when offering more than one training program.</p>
If I have more questions, who should I contact?	<p>Questions related to this grant opportunity should be sent to workforcegrants@charlottenc.gov. Please note the deadline to submit grant-related questions is Monday, December 22, 2025, by 5:00 p.m. EST.</p>
Is there a cap on the amount allowed for administrative overhead and or participant?	<p>A 10% cap is placed on administrative expenses, which include non-direct participant costs such as payroll, finance, and general overhead. There is no cap on participant-related expenses, as we recognize that program structures and service delivery models vary. This flexibility allows organizations to allocate resources based on the specific needs of their participants and program design.</p>
If we are looking to utilize drones to complete workforce development efforts, would that qualify?	<p>If your program includes the use of specialized equipment—such as drones—we will need a clear understanding of how the equipment supports the objectives outlined in the grant. This</p>

	information will help determine alignment with program goals and workforce development priorities.
Did I hear correctly that all grant proposal questions are due by December 22, 2025?	A Frequently Asked Questions (FAQ) document will be created to address common inquiries related to this grant opportunity. The FAQ will be posted on the Skilled to Build – City of Charlotte website by Monday, December 29, 2025 .
Where should we send out letters of intent?	All submissions are due by Friday, December 19, 2025 at 5:00 p.m. EST and should be sent to workforcegrants@charlottenc.gov .
When do you expect to make a decision?	Decisions are expected to be made February 2026 with notification of award decisions issued in March 2026. Please note award notifications are not considered fully executed contracts.
Can you contract with a training provider to provide the training in your models?	Organizations are authorized to contract with external training providers to facilitate instruction based on their established training models.
With performance metrics, is there a range for applicants to meet grant requirements?	Performance Metrics are defined by fixed percentage thresholds and do not include variable ranges. Grant recipients are expected to meet the specified outcomes as outlined in the program guidelines.
Does the budget narrative and timeline count as an attachment, or should these be part of the narrative?	The budget narrative and the project timeline are included within the designated page limit for the proposal submission. The budget template, however, is considered an attachment and does not count toward the page limit.
I work with local high school students that are not placed in employment or apprenticeships until after the two-year training ends. Is it okay for the monthly reports to be redundant until placement occurs?	To strengthen your narrative and provide reviewers with a clear understanding of your approach, please include a concise summary of your training structure. This will help demonstrate how your reporting procedures align with the grant's objectives and compliance requirements.
I would like to fund HVAC and Electrical teachers; would I need to draw a parallel between the road work being completed by our graduate as it relates to transportation?	The proposed electrical work aligns strongly with the objectives outlined in the grant proposal. Electrical components are essential to horizontal construction projects, supporting critical activities such as concrete placement and streetlight installation. Based on the identified business needs, HVAC is not a current area of focus.
Are six total letters required, or would a list of references suffice?	Submissions should include 3 references or letters of support from employer partners and 3 references or letters of support from participants.
Can we propose a specified age range (16-24) or does the training have to be open to all?	Due to labor law requirements, individuals pursuing skilled trades occupations must be 18 years or older.

Is there a minimum time for the proposed grant period? Could we propose 12 months?	The grant proposal specifies that recipients will have an 18-month period to deliver service, followed by an additional 12 months dedicated to tracking outcomes related to employment, wages and retention.
Is there a recommendation on the appropriate range of stipend amount per trainee?	There is no recommended range for stipends, as we recognize that program structures and service delivery models vary. This flexibility allows organizations to allocate resources based on the specific needs of their participants and program design.