

Narrative Responses

Applicants will be directed to upload a PDF document no less than 10 pages and no more than 20 pages that provides narrative responses to the following questions, inclusive of any charts, graphs, tables, information/data graphics, and works cited but excludes any of the other documents required for this grant application, including resumes, organization formation documents, and program budget. The narrative questions included under each sub-section are meant to act as guides towards meeting the evaluation criteria for each component.

a. Ability to Meet the Needs of New Jersey's Burgeoning Green Economy Industries

- i. What is your team's strategic vision for the program and what specific need in the green economy will be addressed by the proposed program? Please note the specific occupation that falls under the eligible industries that the proposal addresses.
- ii. What is the specific content, skills training, hands-on experiences, industry-recognized credentialing and/or certification opportunities that will be offered through the proposed program?
- iii. What is your strategy to engage industry employers and build a network of employer partners who can connect training program graduates to jobs?
- iv. What is your strategy to recruit participants to enroll in the program?
- v. What is your strategy to support participants in completing the program?
- vi. How will your program support participants with job placements within 90 days of program completion? What is the average expected length of time between training completion and job placement?
- vii. Are there any strategic benefits to the proposed geographic location of your program?
- viii. In your application, you were asked to note the number of expected enrollments, completions, and job placements. Please describe how you developed those numbers and why you think they are realistic for your proposed program. Please also detail the expected number and size of cohorts to be offered if applicable.
- ix. What is the proposed length of the training program and what curriculum topics will be covered in this timeframe?
- x. Is the training to be offered in-person or in hybrid format, and why was that format chosen for this specific program? For hybrid training, what portion will be conducted in person and what portion will be held virtually?

b. Ability to Serve NJ's Overburdened Communities

- i. What is your team's approach to recruit and serve residents of Overburdened Communities based on geographical considerations?
- ii. What functions or responsibilities will the Community Based Organization you have listed in the application as your collaborator assume within the project? If the applicant is also the Community-Based Organization, please describe the specific functions or responsibilities your organization will assume specific to serving NJ's Overburdened Communities.

c. Ability to Provide Wraparound Supports and Low- or No-Cost Training

- i. If relevant, what are the wraparound supports anticipated to be needed by the targeted participant population and how will your program address these needs?
- ii. Describe any collaborators your team will engage with to meet the needs of program participants.

- iii. Please provide details on the budget needed for wraparound supports proposed to be provided to program participants and how the cost has been calculated.
- iv. In your application you noted whether or not the training program will have a cost to participants. What is the rationale for why that cost was determined for this program?

d. Prior Experience Creating and Implementing Workforce Development Initiatives

- i. What successful workforce development initiatives has your team implemented? Please include prior experience in the proposed occupation and/or industry if relevant.
- ii. What prior success or outcomes has your team had in serving a diverse population?
- iii. If relevant, please describe lessons learned from previous training programs that you plan to apply to this initiative?
- iv. Who are the key personnel from your team and what will be their responsibilities in the project, including yet-to-be-hired roles?
- v. What is the implementation timeline for the proposed program? Please include key program milestones (completions and job placements) from the proposed program and visualize the timeline in a table, Gantt chart, graphic, or other format. See sample provided (place link here to file). Upload a visualization of the timeline in a table, Gantt chart, graphic, or other format below in addition to your description in the narrative response.
- vi. What challenges/risks does your team anticipate in implementing the proposed program and what steps will your team take to address those challenges/risks?
- vii. How will your team ensure the ongoing evaluation and improvements of the proposed program? What specific metrics will be utilized to evaluate program success?

e. Budget and Associated Milestones

- i. Please provide a description of the key expenses for the proposed program. You can align the categories with those listed in the excel budget template provided in the application.
- ii. Please describe your team's plan for ensuring the sustainable operation of your program past the grant period, if applicable.
- iii. Please describe how you will meet the specific program milestones of completions and job placements that are being proposed and that are connected to the budget. As indicated in the grant application guidelines under "Eligible Funding Uses and Grant Disbursement," 40 percent of the grant funding will be disbursed on a prorated basis upon meeting specific program milestones (completions and job placements) and deliverables (submittal of final report) if a grant award decision is made.
- iv. Will you be pursuing additional funding sources beyond this grant request or proposing any in-kind or cash cost-share to implement this program? If so, please describe the other funding sources and cost-share that will support the proposed program and how the proposed program would be impacted if that additional funding is not secured. Note: Cost-share is not a requirement of the Grant Challenge. This answer is to provide detail on the overall budget for the proposed program.