

877—18.6(15,76GA,ch1180) Training and retraining programs for targeted industries.

18.6(1) *Program purpose and targeted industries.* The purpose of this program is to provide training and retraining to develop the skills of employees employed in targeted businesses or industries or to address a workforce development need of a targeted industry. Targeted industries have been identified as industries engaged in the business or manufacture of:

- a. Value-added agricultural products.
- b. Insurance and financial services.
- c. Plastics.
- d. Metals.
- e. Printing paper or packaging products.
- f. Drugs and pharmaceuticals.
- g. Software development.
- h. Instruments and measuring devices and medical instruments.
- i. Recycling.

18.6(2) *Other industries.* Training may be provided to industries other than those listed in 8.6(1); however, the applicant will have to provide a strong rationale regarding how that industry diversifies, strengthens or otherwise enhances Iowa's economy. Eligibility may be established by an industry other than those listed if that industry can provide rationale regarding the industry's benefit to Iowa's economic base. Rationale that is provided will be reviewed by department staff to determine eligibility as a targeted industry. Items that will be considered in determining an industry's benefit to Iowa's economic base will include:

- a. The majority of the products or services produced by the industry are exported out of Iowa.
- b. The inputs for the products produced in the industry are raw materials available in Iowa or are provided by Iowa suppliers.
- c. The goods or services produced by this industry diversify Iowa's economy.
- d. The goods or services provided by the industry resulted in, or will result in, a decrease in the importation of foreign-made goods into the United States.
- e. The industry shows potential for future growth.
- f. The functions of the industry do not produce harmful effects for Iowa's natural environment.
- g. It is established that the average wages of the majority of the occupations in the industry are above the statewide average wage.

Businesses engaged in retail sales or the provision of health care or other professional services will not be considered targeted industries and are not eligible for this program.

18.6(3) *Eligible applicants.* Applicants must be an individual business, consortium of businesses, trade association or labor organization that represents one of the identified targeted industries in order to be eligible for funding.

18.6(4) *Length of projects and maximum grant awards.* The department will establish the desired project length and maximum grant awards based upon the amount of workforce development funds allocated to the program in a fiscal year and upon the training needs of the targeted industries. These limitations will be published in the application packet. Grantees may request extensions to the length of a project.

18.6(5) *Allowable activities.* Allowable activities include career and technical skill assessment testing; adult basic education; job-related training; cost of a company, college, or contracted trainer or training services; training-related materials, equipment, software and supplies; curriculum development; lease and rental of training facilities and equipment; training-related travel and meals; and contracted or professional services. Costs associated with the administration of the project (i.e., fiscal and reporting activities, project supervision and coordination) are allowable but are limited to 15 percent of the total program budget.

18.6(6) *Application procedure.* Application packets will be made available by the department. Application packets will outline eligibility criteria, the required application inclusions and points established for evaluation. Applications must be submitted to Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319. Only the applications of eligible applicants will be considered. Applications may be submitted at any time during the year but must be submitted at least 15 days prior to

the start date of activities for which reimbursement through this program is being requested. Applications will be reviewed in the order in which they are received.

18.6(7) *Required proposal inclusions.* Required contents of an application will be described in the application. Applications must address all information requested in the application packet to be considered for award. If all requested information is not provided, applications will not be considered for funding. Applicants who have been denied funding may reapply. Reapplications will be treated as new applications.

18.6(8) *Evaluation and rating criteria.* The criteria used for scoring the application will include the following:

- a. The training proposed in the project is needed to address industry demands, up to 10 points.
- b. This project is for industry-specific training that is not currently available, up to 5 points.
- c. The scope of the project is such that there is benefit for several businesses within the industry, up to 5 points.
- d. It is proposed that the training will be provided to several businesses within the industry, up to 5 points.
- e. The training is for an industry where there is anticipated job growth, up to 10 points.
- f. Training is also made available to job seekers wishing to enter the industry, up to 5 points.
- g. The training is required in order for the employee to retain employment or the training will improve the employee's opportunities for enhanced pay or benefits or for promotional opportunities within the industry, up to 10 points.
- h. The project is feasible in terms of the reasonableness of the budget in comparison to the expected outcomes, other comparable training, and the demands of the industry, up to 15 points.
- i. The expected outcomes enhance the competitiveness of the industry and the economy of the state, up to 15 points.
- j. The previous experience of the training provider is sufficient to ensure quality training, up to 10 points.
- k. Match contributed to the project evidences commitment to the project on behalf of the proposer, up to 10 points.

Proposals will be reviewed by two department staff. As a part of this review, staff will ascertain which community college district(s) the project corresponds to and notify the appropriate community college president from that district of the proposal for purposes of review and comment. Points will be assigned for each evaluation criteria by each of the respective staff and totaled. The two scores will then be averaged. Proposals receiving an average score of at least 70 out of a possible 100 points will be presented to the director for a final funding decision. The director will base a final funding decision upon available funding.

18.6(9) *Award process.* Upon approval by the director, the applicant will receive an award letter which will state the amount and conditions of the award. Awards will be made in the form of grants.

18.6(10) *Contract.* Following notification of award, a contract will be prepared for execution between the applicant and IWD. The final project application will become part of the contract. In addition, there will be other contract assurances which will include, but are not limited to, the provisions of these rules and applicable state and federal laws. After execution of the contract the grantee may request disbursement of funds on the form(s) prescribed by IWD.

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