



STATE OF NEW JERSEY

DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT

YOUTH TRANSITIONS TO WORK PROGRAM (YTTW)

CONTINUATION GRANT APPLICATION

Fiscal Year 2014

September 1, 2013 – August 31, 2014

Announcement Date: September 5, 2013

Application Due Date: September 23, 2013

**Harold J. Wirths
Commissioner**

**Youth Transitions To Work Program FY2013
Cycle II Continuation Grant Opportunity
September 1, 2013 through August 31, 2014**

A. Name of Grant Program:

Youth Transitions to Work (YTTW)

B. Purpose of the Grant:

This grant opportunity represents Cycle II funding for Fiscal Year (FY) 2014 of the YTTW grant program.

C. Available Funding:

In FY 2013, the New Jersey Department of Labor and Workforce Development (LWD) competitively awarded eight grants to seven organizations for up to two years. FY 2014 continuation proposals will be limited to a maximum of \$160,000 per grant award for the one year period of September 1, 2013 through August 31, 2014.

D. Eligible Entities:

Only current YTTW grant recipients and eligible entities (listed below) with an established mutual transition agreement to assume year two from an existing grantee are eligible to apply.

- Any employer;
- Any labor organization which represents workers in the occupation for which the apprentices will be trained;
- Public high schools within New Jersey;
- Public vocational schools within New Jersey;
- Two- and four-year institutions of higher education;
- Public or private non-profit agencies;
- Business or trade organizations representing a particular trade, group of trades, contractors or employers;
- Community-based organizations; and
- Faith-based organizations.

E. Requirements of applicants in order to be considered for funding under grant program:

The LWD will not require the FY 2013 grantees to submit a full proposal for FY 2014 funding consideration. All guidelines from the [FY 2013 Notice of Grant Opportunity](#) (NGO) with the exception of the mentoring assistance component govern this continuation application. To apply, eligible entities must have access to the SAGE system. To receive access, register at the following Internet website address: www.sage.nj.gov. You will receive an email message confirming that your account has been validated. Within the next

business day, the LWD will provide access to the application. After receiving the confirmation, eligible entities will have access to complete and submit their grant application online. Technical requirements for SAGE can be viewed at <http://www.sage.nj.gov>.

The Continuation Grant Opportunity must consist of the following components:

- [General Provisions](#)
- [Applicant Information](#)
- Program Narrative
- Summary of Expected Outcomes
- [Budget Summary](#) and Budget Narrative

General Provisions

Applicants must agree to the terms and conditions as outlined in the “General Provisions” before they will be allowed to complete the application.

Applicant Information

Applicants must update applicant information if there are any changes since Cycle I.

Program Narrative

Applicants must include a summary of the FY 2013 contract performance outcomes and a summary of FY 2013 accomplishments for the prior grant period of December 1, 2012 through August 31, 2013.

Summary of Expected Outcomes

FY 2014 proposal which must outline consortium partners, summary of your YTTW training, number of outreach sessions, number of accepted YTTW students, number of expected job placements and a list of the certifications students will receive during the training.

Budget Summary and Budget Narrative

FY 2014 proposal should reflect the total proposed budget. The summary and narrative must include all monetary and non-monetary funding sources or resources within the budget. Amounts reported on the summary must be fully supported by information provided in the narrative and in accordance with the [FY14 YTTW Budget Guidelines](#).

Application Process

Workforce Grant and Program Management (WGPM) will review each completed application on the basis of quality, comprehensiveness and appropriateness. The review of the grantee's FY 2013 performance will be a critical component of the review process.

All proposals must be completed in SAGE by **4:00 p.m. Monday, September 23, 2013.**

Technical assistance is available by calling Patricia Jordan at 609-984-3534.

Applicants will be notified of the LWD's funding decision by Monday, September 30, 2013.