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| **Application for Pennsylvania Next Generation Industry Partnership Grant FY 2017-2018** | | | | | | | |
| 1. **Partnership Name:** | | | | | | | |
| 1. **New or Transitioning Partnership:**  New Partnership  Transitioning Partnership | | | | | | | |
| 1. **Local Workforce Development Board (Fiscal Agent):** | | | | | | | |
| 1. **Type of Submission:**  Single Partnership  Regional (Multi-WBD) | | | | | | | |
| 1. **LWBDs partnering in this grant**:   Letters of support from all participating LWBDs attached. | | | | | | | |
| 1. **Counties Served**: | | | | | | | |
| 1. **Targeted Industry Cluster**: | | | | | | | |
| 1. **APPLICANT INFORMATION** | | | | | | | |
| a. Applicant Name: | | | | | | | |
| b. Address: | | | | | | | |
| 1. **Name and contact information of person to be contacted on matters involving this application:** | | | | | | | |
| First Name: | | Last Name: | | | | Title: | |
| Telephone Number: | | | | Email: | | | |
| 1. **Partnership Facilitator Contact:** (if different from above) | | | | | | | |
| First Name: | | Last Name: | | | | Title: | |
| Telephone Number: | | | | Email: | | | |
| 1. **Fiscal Agent Contact:** (if different from above) | | | | | | | |
| First Name: | | Last Name: | | | | Title: | |
| Telephone Number: | | | | Email: | | | |
| 1. **Funding Proposal Request ($):** | | | 1. **Attachment Checklist:** | | | | |
| a. Labor & Industry |  | | Application & Narrative Form | | | | Partnership Development Plan |
| b. In-Kind Match |  | | Budget Form | | | | Membership Summary Form |
| c. TOTAL |  | | Program Development Timeline | | | | Public Letters of Commitment |
| 1. **Authorized Representative:** | | | | | | | |
| \*Signature of Applicant:  \*Print Name: | | | | | \*Date Signed: | | |
| \*Signature of LWBD Representative:  \*Print Name: | | | | | \*Date Signed: | | |

**FY 2017-2018 Next Generation Industry Partnerships**

**Proposal Narrative Form**

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# Section I – Introduction

**Provide a brief description of the proposed work to be done by the regional team in forming a new Next Gen IP or expanding an existing partnership to align with the next gen model. Briefly describe the regional and industry need for a Next Gen IP. If submitting a multi-LWDB proposal, please explain the rationale for collaborating.**

**Provide the PA Senate and House Districts served by this partnership. Please list the district number and legislator’s last name (i.e. 1 – Farnese, 2 – Tartaglione, 3 – Street).**

# Section II – Description of the Partnership

1. **Partnership Establishment –** Explain how the partnership was established. Please provide details on the convener(s) of the partnership and how the region was determined.

1. **Capacity Building & Recruitment Strategy –** Explain the strategy for establishing or increasing business and public partner membership in the partnership. Describe what commitments you have made to date (from business leaders and public partners) for launching and sustaining a Next Gen IP after launch.

1. **Membership Summary** – Proposals must complete the Membership Summary Form, **Attachment 3**. While new partnerships may not yet have business partners, they should, at minimum, list the public partners working to establish the partnership. If the partnership has business members, please highlight the business champions if they have been identified.
2. **Integration and Alignment with Public Partners –** Proposals must explain the planned roles public partners will play in being responsive to the priorities businesses define. Partnerships must provide, at minimum, three (3) letters of commitment as **Attachment 5**. Letters must include at least one (1) from an economic development entity committing to engage as a public partner support team member of the partnership.

1. **Partnership Priorities –** Provide the partnerships’ plan for ensuring partnership priorities are driven by business leaders and led by business champions.

# Section III – Partnership Development Plan and Project Timeline

1. **Partnership Development Plan –** All applicants must submit a plan detailing the development and launch of the partnership for the 2017-18 fiscal year. The template for this plan is **Attachment 1**. The plan must cover July 1, 2017 – June 30, 2018 and provide specific detail as to the following:
   1. Scope of work for development/launch services
   2. Budget of individual development/launch services
   3. Timeline and work plan for proposed development/launch services
2. **Project Timeline –** All proposals must provide a Next Gen IP Program Development Timeline as **Attachment 4** which outlines partnership development efforts to showcase the level of pre-planning that will be executed in the creation of the project design.

# Section IV – Partnership Management

1. **Fiscal Responsibility –** Provide a summary describing the role of the LWBD(s) within the partnership. Describe the roles and provide contact information for LWBD staff, the fiscal process, contracting, local monitoring and evaluation, and the LWBD’s intended use of administrative funds.

1. **Match Funds –** Provide a summary describing the in-kind match funds to be provided to the partnership.

1. **Leveraging of Resources –** Provide a summary description of how the partnership will leverage resources from federal, state and local areas. Partnerships must address in their proposal how/what other resources are being leveraged to provide these services. Provide specific monetary amounts of the leveraged resources to be obtained by the partnership.

# Section V – Expected Outcomes and Evaluation

**This section should clearly state the agreed-upon projected outcomes for proposed partnership development activities that are to take place throughout the grant timeline. These outcomes must include benchmarks/goals related to the establishment and growth of the partnership.**

1. **Effectiveness of the Partnership –** Partnership building and growth, business engagement, capacity building, partnership sustainability, leveraging of resources, etc.

# Section VI – Plan for Sustainability

**The end goal of the next gen model is to promote partnership sustainability. From the beginning stages of developing and launching a Next Gen IP, partnerships should have an eye on sustainability for the future. Starting in FY17-18, partnerships will be eligible to receive the seed funding outlined in this NGA for a maximum of three (3) fiscal years. If a partnership is selected to receive funding each year for the maximum of three years, the partnership will no longer be eligible to receive Next Gen Industry Partnership seed funding moving forward. After three potential years of seed funding, it is expected that business and public partners will see the value of sustaining the partnership and the work will have become part of everyday routine. In this section, partnerships must describe the plan for sustainability. Please provide a detailed vision for growth and expansion of the partnership in the future including how you will leverage funding from business partners and outside entities to continue the work of the partnership if no longer eligible to receive commonwealth funding.**

# Section VII – Budget & Budget Narrative

1. **Budget Form –** See **Attachment 2** for budget template.
2. **Budget Narrative –** Provide a complete and thorough explanation of each cost category and indication of how the grant and matching funding are tied to program design and vision.