

criteria that neither favor nor disfavor religion must be employed in the selection of grant and sub-grant recipients. In addition, under the WIA and DOL regulations implementing the Workforce Investment Act, a recipient may not train a participant in religious activities, or permit participants to construct, operate, or maintain any part of a facility that is primarily used or devoted to religious instruction or worship. Under WIA, "no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any such program or activity because of race, color, religion, sex (except as otherwise permitted under Title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief."

* The term "direct" funding is used to describe funds that are provided "directly" by a governmental entity or an intermediate organization with the same duties as a governmental entity, as opposed to funds that an organization receives as the result of the genuine and independent private choice of a beneficiary. In other contexts, the term "direct" funding may be used to refer to those funds that an organization receives directly from the Federal government (also known as "discretionary" funding), as opposed to funding that it receives from a State or local government (also known as "indirect" or "block grant" funding). In this SGA, the term "direct" has the former meaning.

Part IV. Funding Availability and Period of Performance

ETA has identified \$3.5 million from the FY 2002 appropriation for One-Stop/America's Labor Market Information System for achieving these objectives. The agency expects to award 7 to 12 grants. The grant amount for each intermediary organization is expected to range from \$300,000 to \$500,000. Final award amounts may be negotiated at the discretion of the grant officer. The period of performance is one year, beginning July 1, 2003 and ending on June 30, 2004.

Grant funds awarded through this competition are not intended to replace or supplant existing activities or resources that are currently offered ("maintenance of effort"), but to augment the range of services available in the community. Organizations, which have not previously partnered with the One-Stop delivery system are the specific target for these Federal investments.

Part V. Eligible Applicants

For purposes of this announcement, "intermediaries" are defined as those non-profit, community, and/or faith-based organizations with existing

connections to grassroots faith-based and community organizations, and the demonstrated ability to connect those organizations to the local workforce investment system. These Intermediary organizations must possess strong financial and grant management skills, and the ability to mentor smaller organizations to increase their capacity to fully participate in One-Stop service delivery. (Note: Intermediary organizations that received grants in 2002 are not eligible to apply for these resources.) For the purposes of this grant, neither Workforce Investment Boards nor One-Stop operators qualify as intermediaries. The intermediary should issue sub-grants to non-profit grassroots organizations which:

1. Have social services as a major part of their mission;
2. Are headquartered in the local community to which they provide these services;
3. Have a total annual operating budget of \$300,000 or less, or
4. Have 6 or fewer full-time equivalent employees.

Note: For purposes of this competition, local affiliates of national social service organizations are not considered "grassroots" and are not eligible for a sub-grant award.

Part VI. Government Requirements/Statement of Work

Applicants must submit one copy with an original signature and two additional copies of their proposal. The application must be double-spaced, and on single-sided, numbered pages. A font size of at least twelve (12) pitch is required throughout.

There are five required sections:

- Section I—Application for Federal Assistance (SF 424A)
- Section II—Budget Information (SF 424B)
- Section III—Executive Summary
- Section IV—Statement of Work

Section I—Application for Federal Assistance

The SF-424A is included in the announcement as Attachment A. It must be signed by the representative authorized by the governing body of the applicant to enter into grant agreement.

Section II—Budget Information

The SF-424B is included in the announcement as Attachment B.

Note: Except as specifically provided, DOL/ETA acceptance of a proposal and an award of federal funds to sponsor any program(s) does not provide a waiver of any grant requirement and/or procedures. For example, the OMB circulars require that an entity's procurement procedures must require that all procurement transactions must be conducted, as practical, to provide

open and free competition. If a proposal identifies a specific entity to provide the services, the DOL/ETA's award does not provide the justification or basis to sole-source the procurement, *i.e.*, avoid competition.

Section III—Executive Summary

A one to two page "Executive Summary" reflecting the timeline and focusing on the outcomes to be achieved under this grant is also required. This Executive Summary does not count against the overall page limitation. The Executive Summary should include:

- The name of the local investment workforce area in the State proposed to be served through the activities of this grant. (If you plan to serve two or more contiguous areas, please identify in this Section.)
- Years of intermediary's service to the residents in this area.
- The "need to be addressed"—*i.e.*, the services to be provided and populations to be served that may not fully be addressed by the local workforce investment system.
- Intermediary and sub-grantee projects and activities that address the defined needs with twelve-month timelines for their accomplishment.
- Summary of outcomes, benefits and value added by the project.

Section IV—Statement of Work (Not To Exceed 15 Pages Including Attachments)

The Statement of Work represents the applicant's plans to address the previously documented unmet need(s) in the community, including the opportunity to serve specific populations (*e.g.*, ex-offenders, limited English-speaking, immigrants, displaced homemakers, homeless) and/or offer specific services critical to obtaining employment for disadvantaged populations (*e.g.*, soft-skills training, pre- and post-job placement mentoring, translation services, job coaching). (This description should include coverage of population(s) to be served and the services to be provided. Populations could include ex-offenders, immigrants, limited English-speaking, homeless and individuals with disabilities. Services can include soft-skills training, pre- and post-job placement mentoring, translation services, and job coaching. Other populations and services can be identified.) The Department expects that the intermediary and its sub-grantees can complement, augment and supplement the services currently provided through the local One-Stop delivery system.

The intermediary will assist the sub-grantees, as appropriate, in