

sub-grantees by increasing their administrative capacity and their ability to remain active in the local workforce development system and to compete for other funding opportunities?

Part VII. Reporting

Grantees will be required to submit quarterly financial and narrative progress reports. Financial reporting will be required quarterly using the on-line electronic reporting system for the Standard Form 269—Financial Status Report (FSR). A narrative progress report will be required quarterly.

Part VIII. Review Process and Evaluation Criteria

The technical review panel will make careful evaluation of applications against the rating criteria. The review panel recommendations are advisory. The ETA grant officer will fully consider the panel recommendations and take into account geographic balance to ensure the most advantageous award of these funds to accomplish the system-building

purposes outlined in the Summary and Statement of Work. The grant officer may consider any information that comes to his or her attention. The grant officer reserves the right to award without negotiation.

Part IX. Resources for Applicant

The Department of Labor maintains a number of web-based resources that may be of assistance to applicants. The webpage for the Department's Center for Faith-Based & Community Initiatives (<http://www.dol.gov/cfbc>) is a valuable source of background on this initiative. America's Service Locator (<http://www.servicelocator.org>) provides a directory of our nation's One-Stop Career Centers. The National Association of Workforce Boards maintains a webpage (<http://www.nawb.org/asp/wibdir.asp>), which contains contact information for the State and local Workforce Investment boards. Applicants are encouraged to review "Understanding the Department of Labor Solicitation for Grant Applications and How to Write an

Effective Proposal" (<http://www.dol.gov/cfbc/sgabrochure.htm>).

"Questions and Answers" regarding this solicitation will be posted and updated on the web (<http://www.doleta.gov/usworkforce>). For a basic understanding of the grants process and basic responsibilities of receiving Federal grant support, please see "Guidance for Faith-Based and Community Organizations on Partnering with the Federal Government" (<http://www.fbc.gov>).

Signed at Washington, DC, this 1st day of April, 2003.

James W. Stockton,
Grant Officer.

Attachments:

Appendix A: SF-424A—Application for Federal Assistance

Appendix B: Budget Form

Appendix C: Survey on Ensuring Equal Opportunity for Applicants

Appendix D: Checklist (whether the applicant is a Faith-Based organization or a Community-Based organization)

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