

**A. Staff Capacity**—The applicant must identify how it will ensure that trained staff with comprehensive knowledge of diverse disabilities will be available to provide grant related services. Accordingly, the application should:

(1) Describe the specific experience of the applicant(s) in serving young people with disabilities, in providing technology-related training, in addressing specific barriers to employment, in achieving expected outcomes in the delivery of such services/programs, and in implementing and administering project plans similar to that in the proposed grant project;

(2) Document that the State Director has the comprehensive knowledge and experience to expand HS/HT at a state-level. A resume or position description of the state director must be included in the Appendices to the application;

(3) List and describe key positions required to carry out the project as proposed, the key personnel proposed to fill the positions, and a detailed description of the kind of work these individuals will perform within the project; and

(4) Provide evidence of the staff's skill, knowledge and experience in carrying out these types of activities, and describe their relevant training. Resumes must be included in the Appendices to the application.

**B. Proposed Design**—The application must address the proposed design for a state-based HS/HT infrastructure. The application must also identify the plan for developing and locating HS/HT program sites and the basis for that distribution plan [*i.e.* as linked with Local Workforce Investment Boards, etc.]. Finally, the application must address incorporation of the HS/HT Manual and its four design features, and should:

(1) Describe the roles of the partners set forth in the Sustainability Section of Part VII within the state's HS/HT operations. Explain how the partners will integrate and leverage resources to advance the HS/HT model;

(2) Identify the locations of HS/HT program sites based on the number and distribution of students with disabilities in the state;

(3) Describe the strategy that will be used to integrate and maintain existing HS/HT sites in the state, and to develop and increase the number of HS/HT sites in the state;

(4) Explain how technology will be used in carrying out grant activities;

(5) Identify and explain the benefits or results expected from the grant activities proposed;

(6) Discuss how the applicant will establish leadership from, or a working relationship with, a State Workforce Investment Board, the State Department of Labor, State Department of Education, State Vocational Rehabilitation, a WIA youth-related entity, and other community partners (*e.g.*, area disability organizations, state committees on employment of people with disabilities, faith-based and community organizations, Centers for Independent Living, interested employers) in the establishment and operation of a state-level HS/HT program. The State Workforce Investment Board is a mandatory partner for this grant. At least three categories of the above listed organizations must also be represented in and be a part of the state-level leadership team;

(7) Describe the strategy for gaining the support of people with disabilities and their families;

(8) Describe the outreach and marketing strategy to the disability community and organizations that represent or work with people with disabilities;

(9) Describe specific approaches for developing relationships with disability organizations representing youth with disabilities such as Centers for Independent Living, the state's Youth Leadership Forum, and state members of the National Youth Leadership Network;

(10) Describe specific approaches for developing relationships with and the support of area employers that establish employment opportunities for individuals with disabilities, including any commitments by employers to hire these individuals;

(11) Describe linkages with Business Leadership Networks (BLNs) (that have been established in approximately 30 states) if applicable; and

(12) Describe linkages with state/local public agencies such as Special Education; Vocational Rehabilitation; State Councils for Independent Living; local Centers for Independent Living (CILs); state mental health agencies, state mental retardation and Developmental Disability Councils; Temporary Assistance for Needy Families (TANF) agencies; and private, non-profit organizations such as disability advocacy and provider organizations, as well as federally-funded disability grant recipients, including community and faith-based organizations.

In evaluating the quality of the proposed project design, ODEP will also consider the following factors:

(a) The extent to which the goals, objectives, and outcomes to be achieved

by the proposed project are clearly specified and measurable;

(b) The extent to which the design of the proposed project is appropriate to, and will successfully address, the needs of the target population and other identified needs and the quality of the applicant's plans for recruiting and retaining the target population;

(c) The extent to which the design of the proposed project provides procedures and approaches for collaboration and coordination with key agencies and organizations and identification of critical roles;

(d) The extent to which the applicant encourages involvement of people with disabilities and their families, experts and organizations, and other relevant stakeholders in project activities;

(e) The extent to which performance feedback and continuous improvement are integral to the design of the proposed project; and

(f) The extent to which the management plan for project implementation is likely to achieve the objectives of the proposed project on time and within budget.

### 3. Sustainability (30 points)

The purpose of the sustainability criteria is to identify strategies for ensuring that activities funded under the grant will continue once Federal funding ceases. Resources and partnerships are an integral element of the project, as they support and strengthen the quality of the technical skills training provided and contribute materially toward sustainability. Sustainability must be an objective built into the project design, the strategic planning and ongoing operation of the project. Projects funded under this SGA must leverage a combination of federal, state, and local public sector resources, as well as private and local non-profit sector resources for purposes of sustainability.

In evaluating the quality of the plan for sustainability, ODEP considers the following factors to be of particular importance:

(a) The extent to which the proposed project is designed to build capacity and yield results that will extend beyond the period of this grant;

(b) The likelihood of the applicant successfully securing state ownership and participation in these projects when these grant funds cease (a letter from the Governor must be included or, if this is not feasible, a letter from the head of an appropriate state agency may be substituted); and

(c) The extent to which partnerships with outside entities (including public and private disability and community