

1. The proposed TA commitments for employment, registered apprenticeship, and related skilled nontraditional occupation activities and responsibilities; the number of targeted partnerships with E/LU; and the number of women who will be served.

2. The methodology the proposed partnership will use to support/change management and employee attitudes to promote female workers in A/NTO.

3. The types of systemic change anticipated by the TA strategies that will be incorporated into ongoing employer recruitment, hiring, training, and promotion of women in A/NTO.

4. The occupational, industrial, and geographical impact anticipated.

5. The supportive services to be provided to employers and women after successful placement into A/NTO.

The WB and ATELS will provide further input orally or in writing, if necessary, within *ten (10)* working days after the Post-Award Conference.

#### B. Grant Plan of Action.

If revisions have been necessary, no later than *ten (10)* weeks after an award, the grantees and the WB will confirm the "plan of action" and detailed timeline for program implementation.

#### C. Grant Implementation.

No later than *twelve (12)* weeks after an award, the grantee(s) shall have begun providing E/LU with TA to recruit, select, train, place, retain, and otherwise prepare women for A/NTO, with progress to be measured in terms of employment growth and rising earnings.

#### D. Quarterly Reports

1. No more than *thirty (30)* calendar days after the end of each quarter, the grantee shall submit a progress report of work done under this grant.

2. Quarterly reports shall generally contain brief information on each of the following:

(a) A comparison of actual accomplishments with the goals and objectives established for the period. This must include discussion of placements in pre-apprenticeship programs, apprenticeships and nontraditional jobs, giving the name and address of each workplace/company involved; and TA provided to E/LU, giving the E/LU name and address as well as the nature of the TA provided.

(b) Reasons why established goals were not met, if appropriate.

(c) Any problems that may impede the performance of the grant and the proposed corrective action.

(d) Any changes in the proposed work to be performed during the next reporting period.

3. In addition, between scheduled reporting dates, the grantee(s) shall immediately inform the Women's Bureau National Office Grant Officer's Technical Representative of significant developments affecting the ability to accomplish the work.

#### E. Final Report

1. The Final Report shall cover findings, final performance data, outcome results, an assessment of the grant project, and any employer or labor organization plans for follow-up of participants. It shall include an Executive Summary of no more than three (3) pages.

2. No later than *ninety (90)* days after the expiration of the grant award, the grantee(s) shall submit two (2) copies of the camera-ready final report, each bound in a professional manner in a loose-leaf notebook. These materials must be paid for with grant funds.

3. Upon request of either the Women's Bureau or the grantee, the grantee shall submit a draft final report no more than *sixty (60)* days after the expiration of the grant award. The Women's Bureau will then review the draft report, consult with ATELS as necessary, and provide written comments to the grantee within *fifteen (15)* days of receipt.

### Part VII. Grant Requirements

#### A. Administrative Standards and Provisions

Except as specifically provided, DOL acceptance of a proposal and an award of Federal funds to sponsor any program(s) does not provide a waiver of any grant requirements and/or procedures. For example, the OMB Grants Management circulars (available on the OMB Web site at [http://www.whitehouse.gov/omb/grants/grants\\_circulars.html](http://www.whitehouse.gov/omb/grants/grants_circulars.html)) require, and an entity's procurement procedures must require, that all procurement transactions will be conducted, as practical, to provide open and free competition. If a proposal identifies a specific entity to provide the services, the DOL award does not provide the justification or basis to sole-source the procurement, *i.e.*, avoid competition.

The grants awarded under this SGA shall be subject to the following administrative standards and provisions as applicable:

29 CFR part 97—Uniform

Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

29 CFR part 96—Federal Standards for Audit of Federally Funded Grants, Contracts, and Agreements.

29 CFR part 95—Uniform Administrative Requirements for Grants and Cooperative Agreements with Institutions of Higher Education, etc.

#### B. Allowable Costs

The WB shall determine what constitutes allowable costs in accordance with the following applicable Federal cost principles: (1) State and Local Government—OMB Circular A-87; (2) Educational Institutions—OMB Circular A-21; (3) Nonprofit Organizations—OMB Circular A-122; and (4) Profit-making Commercial Firms—48 CFR Part 31.

#### C. Grant Nondiscrimination Assurances

As a condition of the awards, applicants must certify that they will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

29 CFR part 31—Nondiscrimination in Federally-assisted programs of the Department of Labor, effectuation of title VI of the Civil Rights Act of 1964.

29 CFR part 32—Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Assistance.

(Implementing section 504 of the Rehabilitation Act, 29 U.S.C. 794)  
29 CFR part 36—Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.  
(Implementing title IX of the Education Amendments of 1972, 20 U.S.C. 1681 *et seq.*)

The applicant must include assurances and certifications that it will comply with these laws in its grant application. The assurances and certifications are attached as Appendix C.

In addition, this program is subject to the provisions of the "Jobs for Veterans Act," Public Law 107-288, which provides priority of service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by the Department of Labor. Please note that, to obtain priority of service, a veteran must meet those programs' eligibility requirements. Comprehensive policy guidance is being developed and will be issued in the near future.

### Part VIII. Paperwork Reduction Act Notice (Public Law 104-13)

This collection of information is approved under the Office of Management and Budget (OMB) control number 1225-0080, which expires 12/