



Workforce Equity GPA Application Evaluation and Scoring Rubric

Reviewer Number: _____

Date: _____

Correspondence ID #: _____

Grant Request: \$ _____

Applicant Name: _____

Project Name: _____

Project Needs Statement (10)	Workforce Participation Building (20)	Design, Implementation & Cost (20)	Equity and Economic Opportunity (30)	Objectives & Outcomes (20)	Total (100 points)

Overall Comments:

Project Needs Statement (Up to 10 points)

Total Score _____

Describe the nature and scope of the critical workforce problem that the project will address, including:

- The specific workforce needs of the employer(s) involved in the project, including data or examples.
- The magnitude of the need faced by employer(s) - is the issue limited to a single employer or does it effect multiple employers in an industry sector, a geographic region, the state, or the nation?
- List and describe the occupation(s) or positions for which you will train and how your training program will prepare trainees for them.
- Provide employment data, information, or examples that support the stated needs.

		none	limited	some	most	all	Evaluation Criteria
Project Needs Statement	Identifies skills gap		2	3	4	5	<ul style="list-style-type: none"> • Clearly outlines the nature of the workforce needs the project will address. • Clearly explains why this need is not met currently by other means. • Explains how the issue impacts the project partner employer(s). • Explains how the need can be mitigated with short- to medium-term training.
	Scope of skills gap			1	2	3	<ul style="list-style-type: none"> • Clearly identifies the magnitude of the skills gap – the workforce issue is limited to a single employer or affects multiple employers in an industry sector, a geographic region, the state, or the nation.
	Supporting information				1	2	<ul style="list-style-type: none"> • Uses data, citations, or examples to support the explanation of the scope of the need.
COMMENTS:							

Workforce Participation Building (Up to 20 points)

Total Score _____

Describe how the project will create or support workforce participation:

- Will the project increase the workforce participation of individuals from the target populations (African Americans, Hispanic/Latino, Native Americans, and women)?
- Will trainees be placed in occupational training or work experiences, like paid training or internships, registered apprenticeships, youth apprenticeships, pre-apprenticeships, or employment?
- Does the project provide post-training case management, mentoring, job coaching, or referral to support services?
- Will the project use contextualized teaching and learning (CTL) strategies for remedial, job skill, and/or occupational training?
- Are there any collaborations/partnerships resulting from the project that may improve future ability to address the training issue?

		none	limited	some	most	all	Evaluation Criteria
Workforce Participation Building	Project will build ongoing workforce participation of targeted populations		3	4	6	8	For the targeted populations, the project will result in one or more of the following: <ul style="list-style-type: none"> • Place successful trainees in occupational training or work experiences, like paid training or internships, registered apprenticeships, youth apprenticeships, pre-apprenticeships, or employment. • Trainees will attain or make progress toward the acquisition of, education credits or degrees, accreditations, and/or industry recognized credentials. • Trainees will attain transferable job skills.
	Employment		1	2	3	4	<ul style="list-style-type: none"> • Employ trainees in positions with a clear career path, identified advancement requirements, and minimum post-training wages of \$15/hour. • Project will provide post-training case management, mentoring, job coaching, or referral to support services to encourage long-term employment.
	Curriculum		2	3	4	5	<ul style="list-style-type: none"> • Project will develop and use contextualized teaching and learning (CTL) strategies for remedial, job skill, and/or occupational training. • New curriculum and/or customized curriculum meets the training gap and will be adopted by employer, post-secondary institution, and/or educational organization. • There is strong evidence that the new curriculum/new training will be used beyond the grant period.
	Partnerships			1	2	3	<ul style="list-style-type: none"> • The project will result in partnerships that will continue to address the workforce need after the project has ended.
COMMENTS:							

Design, Cost & Implementation (Up to 20 points)

Total Score _____

Describe the structure of the training program and how it meets the stated needs and critical workforce issues of the employer(s). Please include or indicate:

- If milestones to achieve the goals within the requested time frame are provided,
- If the training has a plan for monitoring the project and trainee outcomes,
- If a plan for pre-and-post assessment of trainees will be used,
- If the training replaces other readily available, accessible, or existing training, and
- If the cost per trainee is proportional to the planned training and how the budget items are necessary to the project.

		none	limited	some	most	all	Evaluation Criteria
Design, Cost & Implementation	Project plan		3	4	5	6	<ul style="list-style-type: none"> • The plan for achieving the stated demand-driven outcomes is well supported with examples and data. • The plan includes milestones to measure progress toward goals within the requested timeframe. • There is a plan for monitoring trainee and project achievement. • There is a plan for work experience placement. • Project include resources for post-employment/-placement support.
	Recruitment and assessment plans		3	4	5	6	<ul style="list-style-type: none"> • Project includes a well-defined plan with specific tactics for trainee recruitment and selection that will result in the participation of individuals from the target populations. • Project has a plan for both pre- and post-training assessment of knowledge, soft skill, and occupation or job specific skill needs and their attainment. • Project has a plan for employability pre-screening.
	Project structure and content		1	2	3	4	<ul style="list-style-type: none"> • Proposed training does not replace other readily available, accessible, or existing training. • The training provider's history of success, credentials, and expertise are sufficient to achieve project goals as described.
	Cost per trainee		1	2	3	4	<ul style="list-style-type: none"> • The cost per trainee is proportional to the planned training. • The cost per trainee is a proportional investment related to project outcomes for the trainees, the employer(s), and the State.
	COMMENTS:						

Equity and Economic Opportunity (Up to 30 points)

Total Score _____

Describe how the project will provide for enhanced equity and economic opportunity for the trainees:

- Proposal includes a description of the wages and employee benefits that will be provided to existing and/or placed trainees.
- There are job and advancement opportunities available for successful trainees.
- The project will place or advance trainees on a clear career pathway.
- The skills the trainee will gain are transferable.
- There are program features that will help to mitigate barriers to employment.

		none	limited	some	most	all	Evaluation Criteria
Economic Opportunity Enhancements	Trainee wages and benefits		2	4	6	8	Application clearly defines the wages and benefits offered. <ul style="list-style-type: none"> • Trainee employment wages of at least \$15.00/hour • Level of benefits offered (higher score for better benefits) <ul style="list-style-type: none"> ○ Basic benefits: Paid vacation, sick leave, etc. ○ Intermediate benefits: Health care, retirement, etc. ○ High benefits: Profit-sharing, stock options, tuition reimbursement, other financial compensation, etc.
	Trainee skill gain		2	4	6	8	<ul style="list-style-type: none"> • Current job status will improve through the training project. • Training will provide long-term improvement in job opportunities. • Occupation being trained for has high employability and need, especially locally. If current job disappears, employee will have greater chance of getting another job. • Occupation being trained for has wages of at least \$15/hour.
	Career pathway		2	4	6	8	Trainee's career pathway will be enhanced by: <ul style="list-style-type: none"> • Industry recognized certification; • Continuing Education Units; and/or • Transferable college credit/degree; • Job placement, promotion, and/or pay increase.
	Mitigate barriers to training or employment participation		1	3	5	6	<ul style="list-style-type: none"> • Plan offers strategies and tactics to trainees that mitigate barriers to job training or employment participation (e.g., post-training case management, mentoring, job coaching, assistance with childcare or transportation, or referral to support services).
COMMENTS:							

Objectives & Outcomes (Up to 20 points)

Total Score _____

Provide a detailed plan that describes the relationship between the partners. Detail the strategies to hire from the identified targeted populations and what the specific plans are to reach the job placement and wage increase goals of the project. Please include:

- The post-training wages for trainees

		none	limited	some	most	all	Evaluation Criteria
Objectives & Outcomes	Post training wages		2	3	4	6	Offers successful trainees job experience, placement with, or pay increase to at least \$15 per hour.
	Wage increase or job placement		2	4	5	7	For incumbent workers: <ul style="list-style-type: none"> • Percentage of existing incumbent trainees that receive a wage increase (Minimum: 75%) • The scope of the wage increase (higher is better). For unemployed/underemployed workers: <ul style="list-style-type: none"> • Percentage of trainees to be placed in a job (Minimum: 65%) Overall employee impact: <ul style="list-style-type: none"> • Anticipated trainee completion rate (Minimum: 85%) • If applicable, percentage of trainees to receive industry recognized credential (Minimum: 75%)
	Strong evidence to support achievement of stated goals		2	3	5	7	<ul style="list-style-type: none"> • Applicant provides strong evidence or shows capacity and/or successful history of working with targeted populations. • Trainee placements and outcomes are detailed and supported. If the applicant is not the placement employer(s), the letters of commitment must provide a firm agreement to employ the trainees, including the number of placements at each participating employer and the wage and benefit information anticipated for the trainee.
COMMENTS:							