

BILL RITTER, JR.  
Governor

DONALD J. MARES  
Executive Director

PEGGY S. HERBERTSON  
Director, Division of  
Employment & Training



## DEPARTMENT OF LABOR AND EMPLOYMENT

DIVISION OF EMPLOYMENT & TRAINING

633 17<sup>th</sup> Street, Suite 1200  
Denver, Colorado 80202-3660

Category: Discretionary Grant Funding
Subject#: Colorado SECTORS Planning Grants: Solicitation for Grant Applications
Source: Federal/State
Revise/Replace:
Contact: Workforce Development Programs Director
Distribution: Managers, Workforce Development Staff, Workforce Region Directors, Program and Fiscal
Colorado One-Stop System Policy Guidance Letter#: 09-03-WIA
Date: February 13, 2009

### I. REFERENCE(S):

Title I of the Workforce Investment Act (WIA) of 1998; Final Rules – 20 CFR Parts 665.300-340, et al., published at 65 Fed. Reg. 49416-17 (August 11, 2000); Wagner-Peyser Act of 1933 as amended by Title III of WIA of 1998; Wagner-Peyser Regulations, 20 CFR parts 651, 652, and 658

### II. PURPOSE:

To provide solicitation for grant applications (SGA) guidelines for Colorado SECTORS Planning Grants. The intent of this PGL is to make funding available to workforce regions to conduct start-up efforts necessary to launch a regional sector initiative. Applications for funding must be received by April 2, 2009.

### III. BACKGROUND:

The Workforce Investment Act (WIA) and the Wagner-Peyser Act set aside discretionary funding to be used for special projects relevant to workforce and labor market conditions that exist in the state. Both Acts specifically state that funds available under this section can be used for activities such as exemplary programs, research and demonstration efforts, and special projects to assist local areas in carrying out local employment and training activities.

CDLE and the Office of Workforce Development are making WIA and Wagner-Peyser funds available together for discretionary grants to conduct start-up efforts necessary to launch sector-based initiatives. Sector initiatives are industry-specific, regional partnerships that address employers' needs for skilled workers, and workers' needs for

good jobs. Sector initiatives focus intensively on the workforce needs of a specific industry over a sustained period, often concentrating on specific occupations, and always engaging multiple employers to analyze industry needs and design customized solutions.

Sector partnerships involve employers, educators and training providers, the public workforce development system, economic development organizations, and other community stakeholders. These partnerships work closely together to identify the workforce needs and solutions of one industry, allowing all stakeholders to streamline their efforts and leverage resources. Sector strategies work from the premise that in any region there are certain industries that are powerful economic drivers. Targeting and leveraging public and private investments to support the growth and health of these sectors allows local and state policy makers to prioritize and grow their region's important industries while supporting citizens' needs for good jobs.

#### **IV: POLICY/ACTION:**

Workforce regions are invited to submit applications that include the following required components:

- Cover/Signature Sheet
- Narrative
- Letters of support from partners
- Budget Worksheet and Narrative

The following is the timeline for applying for a Colorado SECTORS Planning Grant:

<b>Application Guidelines Available</b>	<b>February 13, 2009</b>
Grant Application Submission Deadline	April 2, 2009 – 5:00 p.m.
Award Notification	May 1, 2009
Project Start Date – Dispersal of Grants	May 15, 2009
Quarterly Reports Due	30 days after the end of each Quarter
Planning Grants Must Be Expended By	November 15, 2009

Interested workforce regions are responsible for reviewing the full application requirements included in the attached SGA.

Grantees will be required to follow the discretionary grant reporting requirements outlined in PGL 08-06-WIA.

#### **V. IMPLEMENTATION DATE:**

Upon receipt of this Program Guidance Letter.

#### **VI. INQUIRIES:**

Please direct all inquiries to Kate Anderson at Workforce Development Programs at [kate.anderson@state.co.us](mailto:kate.anderson@state.co.us).

**Attachments:**

Colorado SECTORS Planning Grants – Solicitation for Grant Applications

Attachment A – About Sector Initiatives

Attachment B – Sector Toolkit Modules

Attachment C – Cover/Signature Sheet

Attachment D – Budget Worksheet

---

Peggy Herbertson, Director  
Division of Employment and Training