

# ARPA Grant Application Guide

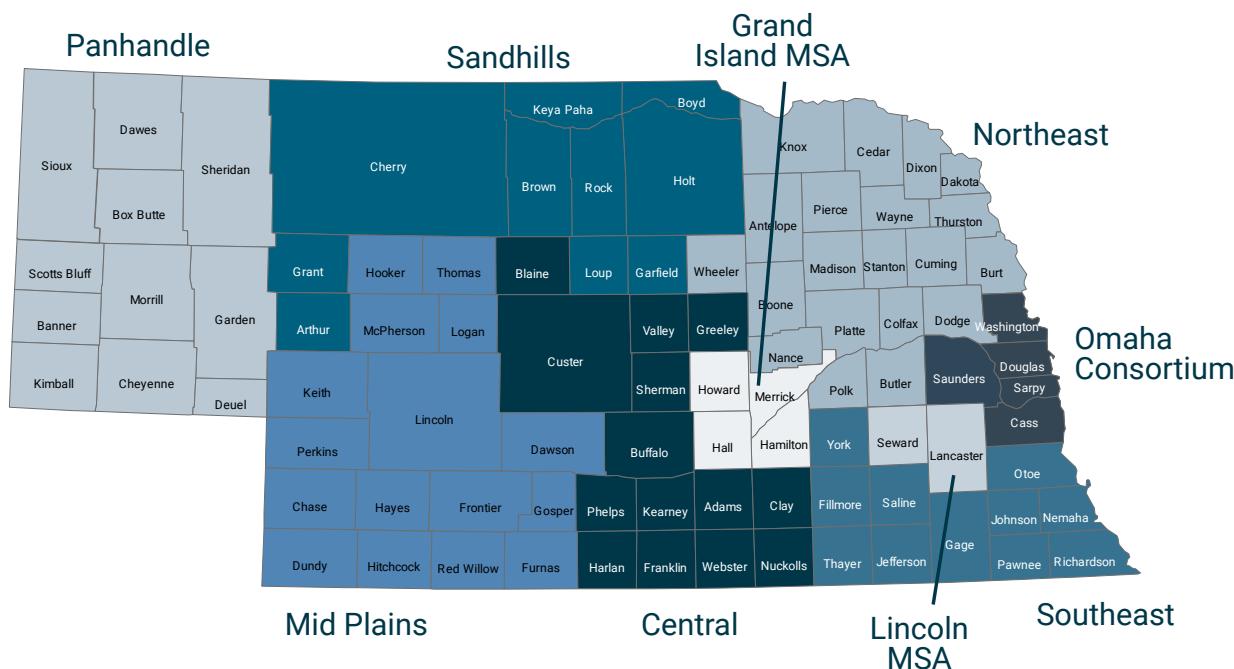
## Application Tips:

- Please reference the other materials located at [dol.nebraska.gov/reemploymentservices/arpagrants](https://dol.nebraska.gov/reemploymentservices/arpagrants) to learn more about eligibility.
- Applicants applying for grants on behalf of more than one location must submit a separate form for each location.
- Users cannot save an incomplete application and return to work on it later. Applications must be submitted as a single entry.
- Applications are final once submitted. If an application is submitted in error, please notify the Department immediately.
- Applicants will receive an email with a corresponding confirmation number once the application has been received.
- For further assistance, please contact the Department at [NDOL.ARPA@nebraska.gov](mailto:NDOL.ARPA@nebraska.gov).

## All applicants will need to provide the following information:

- **Contact Information:** Name, job title, phone number, alternate phone (preferably an additional contact for the project) email address and mailing address
- **Organization Information:** Name (must align with Federal Employer ID Number (FEIN) /Employer Account Number (EAN) organization name), FEIN, EAN, organization size, the applicant's economic development region (see map below), and whether the applicant is a business versus an individual or sole proprietor

## Nebraska Economic Development Regions



## **Teacher Premium Pay Application Information:**

- **Certification that:**
  - The entity you represent is properly accredited or licensed at the time of application
  - All individuals occupying the requested Premium Pay (PP) Eligible Positions are expected to receive no more than \$78,165.00 from the employer in 2023
  - The applicant experienced challenges hiring or retaining qualified workers due to the COVID-19 Pandemic
  - The applicant is committed to providing training and professional development during the period of retention to employees in Premium Pay (PP) Eligible Positions
  - Unless the applicant is a childcare or early childhood education provider, as of the Premium Pay (PP) Certification Date (January 9th, 2024), the individuals assigned to PP Eligible Positions must be under contract to teach in the same position with the same recipient employer through the end of the 2023-2024 school year
  - All individuals occupying the requested Premium Pay (PP) Eligible Position provide instruction at the middle-school or secondary-school level in the State of Nebraska in one or more of the following areas
    - Mathematics
    - Science
    - Career & Technical Education (CTE)
    - Childcare
    - Early Childhood Education
- **A short narrative statement identifying plans to use training and professional development to support retention of teachers in PP Eligible Positions**
- **A list of position titles for which \$1,250 premium pay and \$2,500 premium pay are requested, including the number of positions that are occupied or vacant at the time of application**

## **Nurses Premium Pay Application Information:**

- **Certification that:**
  - All individuals occupying the requested PP Eligible Position provide direct patient care in the state of Nebraska as licensed Registered Nurses (RN), Licensed Practical Nurses (LPN), or Certified Nursing Assistants (CNA)
  - The applicant has experienced challenges hiring or retaining qualified workers due to the COVID-19 Pandemic
  - The applicant is committed to providing training and professional development during the period of retention to employees in PP-Eligible Positions
  - All individuals occupying the requested PP Eligible Positions will remain employed as of January 9, 2024 and be in PP Eligible Positions no later than September 1, 2023.
  - The individuals assigned to PP-Eligible positions provide direct patient care in Nebraska in one or more following healthcare settings:
    - Hospital
    - Nursing home or other long-term care facility
    - Rehabilitation Center
    - Residential Treatment Center
    - Primary-Care Office
    - Urgent-Care Clinic

- **Short narrative statement identifying the applicants plan to use training and professional development to support the retention of workers in PP-Eligible Positions**
  - Examples may include, but are not limited to internal training plans, external training opportunities, support leading to new credentials or certifications, tuition assistance, apprenticeships, etc.
- **A list of position titles for which premium pay is requested, including the number of positions within the title that are occupied or vacant at the time of application**
  - Workers in PP-Eligible CNA or LPN positions who complete training and are promoted to LPN or RN during the grant period are eligible to receive the PP amount of the higher occupation. Applicants should identify the number of workers in these positions for whom this may be applicable. This will be used by the Department to determine the amount of funds to reserve if the application is successful.

## **Workforce Development Grant Application Information:**

- **Organization type:**
  - Business
  - Industry Consortium (If this option is selected, provide a summary of the other participating organizations, including their roles in the project)
  - Labor Union
  - Non-Profit
  - Institution of Higher Learning
  - Registered Apprenticeship Sponsor or Training Provider (If this option is selected, provide additional information, including the federal Registered Apprenticeship Program Identification Number)
  - WIOA Local Workforce
- **Whether your organization is a federal Workforce Innovation and Opportunity (WIOA) Administration entity**
  - If so, provide additional information on how the proposed project is consistent with the goals outlined in the respective local area's regional plan
- **Whether the project will encourage members of eligible populations outside Nebraska to join the workforce in Nebraska**
  - If so, provide additional information including whether on what populations will be targeted, where the populations reside, and how recruitment of workers will be performed
- **Certification that the proposed project will:**
  - Provide eligible employment services only to members of an eligible population who have suffered negative economic effects due to the COVID-19 Pandemic
  - Provide services to members of eligible populations who reside or work in Nebraska at the time of services, or will encourage members of eligible populations residing outside of Nebraska to join the workforce in Nebraska
  - Not provide services to remote workers who are not directly tied to an entity with physical operations in Nebraska
  - Provide one or more of the following eligible services:
    - Apprenticeships and pre-Apprenticeship programs
    - Assistance to members of an eligible populated to start a small business
    - Career services and job coaching
    - Combined education and on-the-job training programs
    - Employer recruitment of eligible populations
    - Incentives to business to hire eligible populations
    - Job Training

- Providing subsidized employments
  - Stipends while in vocational or job-skill focused education
  - Support services to accelerate rehiring, such as childcare assistance, transportation assistance to and from a jobsite or interview, or incentives for newly employed workers
  - Targeted job fairs
  - Vocational or job-skilled focused educational leading to an industry-recognized credential or certification
- **Project name and detailed description**
    - Include justification and need for the project
  - **Narrative explaining how the proposed project aligns with the purposes of the Nebraska Worker Training and Support Cash Fund, established by Neb. Rev. Stat. §48-622.02**
    - support of public and private job training programs designed to train, retrain, or upgrade work skills of existing Nebraska workers of for-profit and not-for-profit businesses
    - recruitment of workers to Nebraska; training new employees of expanding Nebraska businesses
  - **Narrative describing how the proposed project will ensure only eligible populations of workers will be served, and which eligible population(s) will be included in the project**
  - **Description of project goals and how they will be measured and reported**
  - **Project Budget**
    - Total Funding Request
    - Matching Contribution
    - Amount you are willing to accept if full award is not granted
    - Detailed and itemized budget
  - **Project Details**
    - Average hourly wage before training
    - Average hourly wage after training
    - Occupation(s) of trainees
    - Total number of workers to be trained or recruited
    - Project start date
    - Project end date
    - Whether the proposed project utilizes a training provider
    - If training results in an industry recognized credential, the title of the credential and a description of its relevancy
    - Address of Project Site(s)