



Request for Letters of Support and Grant Partnership Criteria Background

Thank you for your interest in partnering with the Alameda County Workforce Development Board (ACWDB) for state, federal, and other grant proposals. Please note that ACWDB staff must be included during the initial development of your proposal, concept, program services design, and/or plan when requesting grant partnership. Letters of Support do not require the same level of staff consultation. Please review the required criteria below for more information:

Letters of Support Criteria

ACWDB will consider providing letters of support to organizations that have the following characteristics:

1. The organization's mission and vision align with ACWDB's mission and vision;
2. The organization has demonstrated success in helping job seekers, including those with barriers to employment, secure employment within high-growth industries and occupations; and,
3. The organization has demonstrated success in working to remove barriers to employment for vulnerable, at-risk job seekers, or Workforce Innovation and Opportunity Act (WIOA) target groups.

Request for letters of support should be submitted to Rhonda Boykin at: Rhonda.Boykin@acgov.org at least seven (7) business days before the letter is needed by the prospective partner.

Request for Grant Application Partnership

ACWDB will consider partnership with prospective partners who submit one to three pages with the following information:

1. List the Grant of interest and deadline;
2. A description of your program design, concept, or strategy that is in alignment with the following:
 - A. Goals and strategies outlined in [ACWDB's Draft Modified Two-Year Plan](#)

- B. ACWDB's performance expectations for training:
1. Proposal strategies should demonstrate how to assist ACWDB in meeting its training requirement under WIOA. Workforce Development Boards are required to set-aside thirty percent (30%) of WIOA funds toward job training. Ten percent (10%) of the set-aside can be fulfilled through leveraged non-WIOA funds. Training proposals will be assessed to ensure ACWDB meets its 10% leverage of non-WIOA funds. To learn more about the training set-aside, please visit:
https://www.edd.ca.gov/Jobs_and_Training/pubs/wsd18-10.pdf;
 2. Proposal strategies should highlight viable opportunities to provide WIOA funded, vocational/industry training for WIOA-eligible participants;
 3. Proposal strategies should identify methods for bringing employers to the table who would be interested in offering On-the-Job Training (OJT) opportunities for WIOA-eligible participants;
 4. Proposal strategies should demonstrate how vocational and OJT programs will result in employment and industry-recognized credential attainment within ACWDB's [Industry Sector and Occupational Framework \(ISOF\)](#);
 5. Proposal strategies that demonstrate that the training is vetted by business and industry; and,
 6. Proposals must demonstrate knowledge of the regional job market for high-growth industries and wages.
3. Prospective partners must agree to be an active partner in ACWDB's [Sub-Regional Workforce Network \(SWN\)](#) and develop a cross-referral agreement.
 4. Prospective partners in the Eden Area must agree to be an active partner and develop a cross-referral agreement with our Comprehensive America's Job Center of California (AJCC).
 5. **If the grant application requires a cash or in-kind match, prospective partners must describe a plan to meet the match requirement.**

Requests for Grant Application Partnership must be submitted to: Rhonda Boykin at Rhonda.Boykin@acgov.org with all of the required components, no more than seven (7) business days after the release of the grant solicitation, allowing for sufficient time for ACWDB to provide a timely decision.