Equity Planning and Capacity FAQ Continued

1. **Is there a template for an organizational budget?**

No, there is no template. This can be a high-level overview of the organizational operating budget. Key features of an operating budget include the lead applicant's projected revenue and expenses and top-level expense categories such as salaries, operational expenses, and administrative overhead.

2. **How frequently can one organization apply for various Equity Workforce funding opportunities?**

There is no limit to how often an organization can apply for Equity Workforce grant solicitations. However, the review committee looks to make sure projects are distinct and reviews the organizational capacity to deliver on the execution of the contract success metrics. Our planning and capacity grants are designed so that once completed an organization can apply for implementation funding.

3. **Are MOUs required for a complete EPC application packet, or can MOUs be submitted following the receipt of an award?**

For EPC grant applications, MOUs are not required as part of the initial application. Partnership development and MOUS can be included as deliverables during the grant period for awardees.

4. **Can our program support a wide range of organizations or participants where only some are based in Massachusetts?**

The funding must be directed to organizations and residents in Massachusetts.

5. **What are examples of the technical assistance being offered?**

Technical assistance for planning and capacity grants involves planning for all pieces of a training program and identifying any gaps in programming that could impede upon successful implementation of a training or program. We offer monthly Technical Assistance meetings/check-ins led by internal team members or external consultants who work individually with grantees. We also offer consistent email communication, monthly Communities of Practice, and two in-person convenings a year.

6. How do we incorporate the hub and spoke model into our proposal?

Currently, there is no specific request on the application to incorporate a hub and spoke model. We wanted to make sure that applicants understand that they may need to align with that model in the future. However, we do welcome any additional information you want to add into your proposal related to this model.

7. Can my organization apply for both a Planning and Capacity grant?

Your organization can apply for both at the same time if you fill out separate applications for planning and capacity and the projects are distinct. If the projects are the same, you will need to wait until the planning grant is over to apply for capacity. If awarded a second grant, typically the program start date would not begin until 6-8 months after the original application is submitted due to the MassCEC scoring and contracting process. Given the longer timeline per award, applicants should decide if their program would be better suited for a planning or a capacity grant.

8. Can my organization submit one application for multiple strands?

Applicants must submit a separate application for each strand they apply to under the Equity Planning and Capacity RFP.

9. Should my organization apply to the Student and Youth RFP instead of this one due to the age qualifications of their participants?

For programs proposing to serve Youth populations under 18, please refer to the decision chart provided as attachment 6 to determine if one's proposal is eligible for funding under the Equity Planning and Capacity RFP or if the program would be better suited for the student and Young Adult RFP. The decision chart provides eligibility criteria for each RFP based on age and demographics of target population as well as the overall goals, targeted outcomes and specific support services for participants.

10. Should my organization still apply even if we are not looking to apply in the future to Training Implementation grants?

It depends on the scale of your project. Planning and Capacity grants do not necessarily need to lead to implementation.

11. Can you help our organization find potential partnerships to apply within your ecosystem?

The Workforce Development team has a public-facing partnerships list located on the Equity Panning and Capacity RFP site. This list is updated every month and can be a good opportunity to network with other potential applicants, build community, and learn about other workforce development programs. If you are interested in joining the networking list, please click here.