

Developing Youth Talent Initiative Grant 2023 Guidelines

The Nebraska Developing Youth Talent Initiative (DYTI) creates collaboration between Nebraska businesses and public schools, connecting young Nebraskans to learning opportunities in the workforce that can play an important role in their decision to build their careers in our state.

The intent of DYTI is to support an industry-defined approach to develop a youth talent pipeline for our state's emerging STEM workforce, especially in Manufacturing, IT, Healthcare and Engineering occupations. Grant recipients will partner with schools to engage 7th and 8th grade students in participation of hands-on career exploration and relevant workplace-learning opportunities. Exposing this next generation of leaders to the advanced skills and knowledge required for STEM occupations encourages an expanding workforce to help Grow Nebraska.

The Nebraska Department of Economic Development (DED) administers the DYTI using the following guidelines.

For questions, please contact: Rose Baker | DYTI Grant Coordinator | rose.baker@nebraska.gov 402-471-1559

A: Eligible Applicants

Eligible applicants are **for-profit Nebraska businesses or consortiums of businesses in any industry**. Non-profit hospitals are also eligible. Non-profit businesses can be part of a business consortium or may be invited to apply independently. Consortiums must identify the lead business applicant who will serve as the primary contact for the application and grant recipient. State and federal government entities, governmental subdivisions (including counties, cities, villages, school districts, metropolitan utilities districts, or any other subdivision of the state, which receive revenue raised by taxation), and public and private colleges and universities are not eligible to receive a DYTI grant. The business must be registered with the Nebraska Secretary of State.

Eligible businesses, or consortium of businesses, must partner with local public schools to create a sustainable project plan. Letters of support from all entities participating in the application and identification of all in-kind match is also requested within the application.

B: Eligible Projects

Projects must **facilitate 7th and 8th grade student participation in hands-on STEM career exploration and exposure to STEM skills** in order to increase interest and awareness of STEM occupations among area students. Priority may be given to projects with a focus on **IT, manufacturing, healthcare and engineering skills**. Eligible projects may be structured in a variety of ways, including (but not limited to) activities such as:

- Developing new classroom curriculum
- Purchasing equipment for a classroom or lab
- Implementing a mobile trailer
- Mentoring
- Planning new events
- Training teachers and company staff
- Creating virtual engagement opportunities
- Conducting industry tours
- Creating a makerspace
- Providing project competitions and awards
- Bringing in guest speakers

C: Grant Amounts

DED is allocated \$250,000 each year to grant out through DYTl to a minimum of two projects, one of which within a county with a population of under 100,000. DED may also grant any remaining funds from previous award periods or forfeited funds.

Grants will be awarded as **Signature and Visionary Projects**. Projects that are awarded \$50,000 or more will be considered a Signature Project; projects that are awarded less than \$50,000 will be considered a Visionary Project. As an example, DED may grant one or two Signature Projects and two to five Visionary Projects in one award cycle (e.g. two Signature Projects for \$100,000 and \$65,000 and three Visionary Projects for \$35,000, \$25,000 and \$25,000).

Signature and Visionary Projects have different evaluation and reporting requirements.

D: Matching Funds

DYTl encourages matching funds be identified and leveraged in all projects. Matching funds can come from businesses, local nonprofit organizations, foundations, or Federal, state, city or county funding. If matching funds will be provided by entities other than the lead applicant, a commitment letter should be submitted with the application.

E: Application and Contract Schedule

Applications are accepted on an annual basis. The 2023 application was made available on May 25, 2023 and must be **submitted online via AmpliFund by 4:00pm on June 22, 2023**. Questions regarding DYTl and the application process must be sent to Rose Baker, Grant Coordinator, at rose.baker@nebraska.gov or 402-471-1559.

Application: [DYTI Application](#)

Selected projects will have contracts beginning June 30, 2023 and ending on June 30, 2025. All final requests for reimbursement must be submitted by June 30, 2025.

F: Application Review Criteria

The applications for DYTl are competitive and will be weighed against the other applications. One of the ways the application is evaluated is based on the **strength of the stated need and how well the application proposes to address that need**. Applications are evaluated based on the information provided in the application plus information obtained by DED staff.

DED and the review committee may preference applications and projects that also provide:

- Substantial impact on businesses, community and students
- Evidence of regional workforce needs and relationship of the proposed project to the need
- Clear goals and projected outcomes
- Provide a diverse learning experience
- Detailed budget and project timeline
- Strategic evaluation plan by a 3rd party evaluator with a pre and post assessment of student interest in and knowledge of occupations within the industry
- Well-planned program sustainability

Applications are reviewed and selected by a committee of leaders from DED and the Nebraska Department(s) of Education (NDE) and Labor (DOL). The committee will recommend projects to the DED Director for final approval.

G: Reporting Requirements

All projects are required to count the students impacted and assess the change in student interest in and knowledge of occupations related to the project's occupations/skills of focus and submit four reports throughout the two-year contract period.

DED will provide required, standard pre and post assessment questions that should be given to students before and after project engagement (i.e. intervention) each academic year. Pre assessments should be given to students in the school(s) or district(s) in August/September 2023 and 2024; post assessments should be given in May 2024 and 2025.

All projects that are awarded \$50,000 or more (known as Signature Projects) should be **evaluated by a 3rd party evaluator**. Applicants may select the evaluator. Signature Projects will be provided with a list of the required, standard pre and post assessment questions. The 3rd party evaluator should administer the assessments, analyze the responses of the assessment and report on the project through AmpliFund, as described below.

Projects that are awarded less than \$50,000 (known as Visionary Projects) are not required to be evaluated by a 3rd party evaluator, but may choose to be. Visionary Projects that are not evaluated by a 3rd party evaluator will be provided an assessment that includes only the required, standard pre and post assessment questions regarding students' interest in and knowledge of related occupations. Reporting on the project through AmpliFund, as described below, will be the responsibility of the "lead" business.

Additional evaluation and reporting details are available in the separate Reporting Guidelines document. Reporting will be provided to DED through DED's grant management software, AmpliFund.

H: Reimbursable Expenses

DYTI grant funds may reimburse a variety of project-related expenses including equipment and supplies, training, marketing, evaluation and other costs. Not all proposed expenses are necessarily approved if they do not address the stated need addressed by the proposed project.

All requests for reimbursement must be submitted by June 30, 2025.

Grant funds may *not* be used for:

- Indirect costs
- Wages or salaries that are already paid by the business or school (note: wages paid to compensate additional hours necessary to the project may be a reimbursable expense at the discretion of DED)
- Alcohol, tobacco and entertainment
- Politically related activities (ex. lobbying services etc.)
- Individual donations or fundraising activities
- Costs incurred outside of the contract period of the grant
- Other costs deemed unallowable by DED

I: Reimbursement Requirements

Once the contract and ACH Enrollment Form are completed with signatures, reimbursement may be requested through DED's grant management software, AmpliFund, in amounts no less than \$1,000. All final requests for reimbursement must be submitted by June 30, 2025.

Expenses must be tracked by the grant recipient in AmpliFund. Each request for reimbursement must include expense documentation such as invoices and signed receipts of payment (for verification of expenditures). The requested

amount is typically deposited within 15 to 20 business days after approval for the first reimbursement processed and within 10 business days after approval for subsequent requests.

J: Process

1. Submit Application

Submit the application and supporting documents online **by 4:00 p.m. on June 22, 2023**. Application: <https://ne.amplifund.com/Public/Opportunities/Details/5db94875-66e3-44e1-a1c6-b9a26c035f21>

2. Application Review

A committee of leaders from DED and the Nebraska Department(s) of Education (NDE) and Labor (NDOL) review the complete applications competitively and recommend to the DED Director for final approval.

3. Application Approval – Receive Notice of Award/Denial

Applicants will receive a notice of award/denial via email. If awarded, the notice will include information such as grant amount, contract length and required documentation.

4. Award Creation in AmpliFund

DED will create approved project awards in DED's grant management software, AmpliFund. DED will provide AmpliFund training guides and user support.

5. Execute Contract

A contract will be created and funds will be reserved from the contract start date until the contract end date. Once the contract is provided to you via email, one copy must be printed, signed by the authorized individual and mailed/emailed to DED. We can accept facsimiles of the ACH Enrollment Form/W-9; please email these forms to rose.baker@nebraska.gov. The contract will contain the following:

- a) Business' obligations for the project
- b) State funding approved and requirements for use of those funds
- c) Time of performance
- d) Reimbursement schedule
- e) Business reporting requirements
- f) Any special terms and conditions to the project established by DED
- g) Accounting, auditing, conflict of interest, political activity and civil rights requirements
- h) Non-compliance definitions and penalties
- i) DED monitoring provision
- j) Non-performance

6. Receive Reimbursement Deposit

Once the contract and ACH Enrollment Form are completed with signatures, reimbursement may be requested.

7. Performance Monitoring and Final Reporting

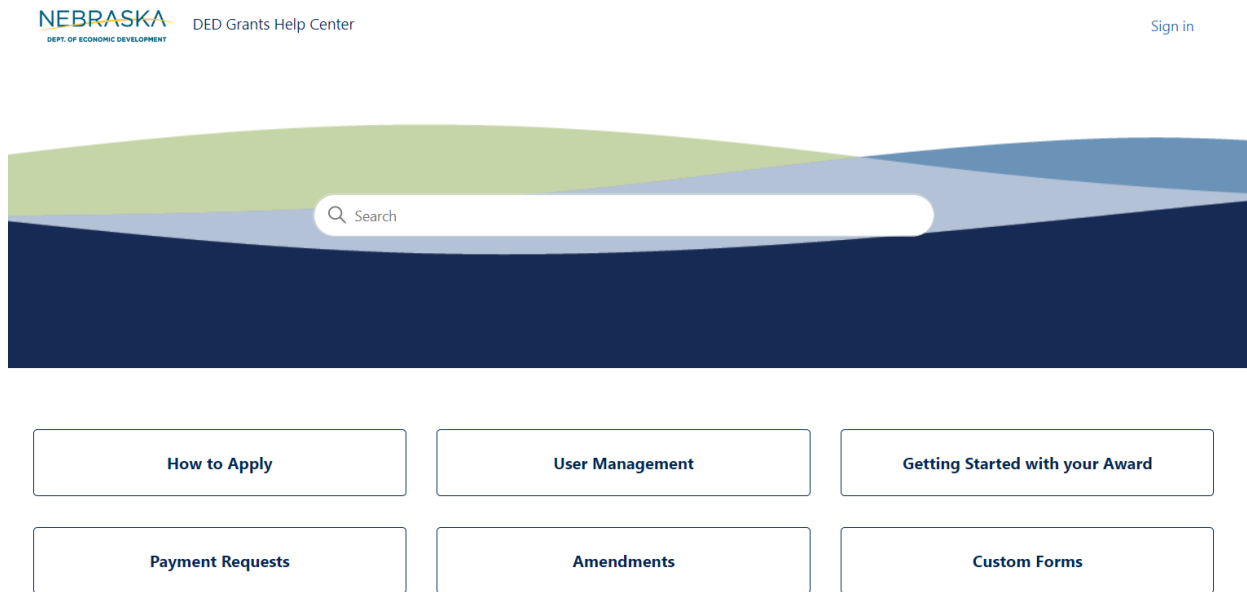
DED will review progress on the project as needed; monitoring may be desktop or in person. Reports will be submitted through AmpliFund. Additional evaluation and reporting details are available in the Reporting Guidelines.

K: Technical Assistance for Using the Grants Management System

To administer this program, DED uses its GMS known as AmpliFund. Applications will be submitted and awards will be managed through the GMS.

DED Help Portal

User guides about DED’s specific business processes for accessing and using the GMS to apply and facilitate the grant are available on DED’s website, <http://opportunity.nebraska.gov/amplifund/>. The help portal is organized by topic. You can enter key words into the search bar to find specific articles.



GMS Help Portal

For user guides about using AmpliFund, please visit <https://ne-amplifund.zendesk.com>. This help portal will help you learn how to use the system, navigate the system, and more.