

DRAFT – PY’26 RAPID RESPONSE (1E) GRANT FUNDS APPLICATION AND BUDGET

RAPID RESPONSE (1E) APPLICATION – PROGRAM YEAR 2026

Upon receiving a 1E funding commitment from the Illinois Department of Commerce and Economic Opportunity, grantees must submit a complete application, including the standard DCEO application form, budget, and implementation plan. Complete only the highlighted blue cells, if applicable. Do NOT use the TAB button to move between data cells; click or tap to enter text. **Save this document as “LWIA XX 1E APP XX-XX-2026.**

APPLICATION INFORMATION

Date
Submitted:

LWIA:

Director’s
Name:
(No Signature
Required)

STRATEGIES (Check (X) for all that apply.)

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Strategies to Rapidly Connect Jobseekers to Workers

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Strategies to Expand Supportive Services

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Strategies to Support Workers in Targeted Industries

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Strategies to Support Employers

LAYOFF AVERSION RICK FACTORS

Projects that are providing layoff aversion activities should check (X) for the layoff aversion “at-risk” indicator(s) below that are applicable for the proposed projects (check as many as applicable).

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Declining sales - A company has undergone or will undergo (must be confirmed) a significant loss in sales that puts part of their workforce in threat of layoff. Declining sales must be expressed in terms of X dollars or Y units for Z period (months or years), along with information that provides known or suspected reasons for the decline.

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Supply chain issues - A company loses a supplier or consumer that threatens the employment of part of their workforce or acquires a new supplier that requires new skills to maintain the workforce. Supply chain issues must be accompanied by explaining why the change occurred.

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Industry/market trends - The industry/market standards have changed to the point where new training is needed to retain the current workforce. For example, have the employer’s customers asked for the production or delivery of products to be handled in a specific way that requires skill upgrade training?

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Changes in management philosophy or ownership - A company has undergone a new approach to conducting business, or new ownership requires new skills to maintain the employment of part of the workforce. Changes in ownership are generally the result of a lack of profitability but may also occur where a company is profitable but not profitable enough (this level of profit may meet the profit requirements of another owner) or the current owners do not have the resources to take advantage of new business strategies.

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Worker does not have necessary skills - A worker’s skills or functions are no longer relevant to the employer’s production process, and the worker is at risk of losing employment without training to acquire new skills.

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Strong possibility of a job if a worker attains new skills - The worker is in a position that is subject to layoff, and by acquiring new skills training, they can move into a position that is not subject to layoff. New skills attainment may avert a layoff for individuals within a company or may make them more attractive to other companies.

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Other “at risk” indicators - Additional causes for potential layoffs may exist that the company and local area need to outline in making a case for assistance for incumbent workers. These may be other criteria that the Local Workforce Investment Area (LWIA) can gather with the consultation of the employer that puts part of their workforce “at risk” for layoff (e.g., the trend in company layoffs).

ACTION PLAN

In the fields below each section, please provide a brief narrative of the local workforce innovation board's (LWIB) plan to use 1E funds to help employers retain workers, prevent layoffs, and help job seekers get self-sustaining jobs. This should include the following:

- Specific needs of job seekers
- Employers served
- Layoff aversion activities
- Implementation of each strategy
- Projected activities
- Outcomes
- Timeline

In the space provided below, please provide information on the: 1) specific needs of the job seekers, 2) employers served with these funds, and 3) the layoff aversion activities.

In the space provided below, please provide information regarding the: 1) implementation of each strategy, 2) the projected activities, 3) outcomes, and 4) timeline for the project(s).

In the space provided below, please provide a summary for each applicable category outlined in Section V. Part A. of 25-NOT-09 planned to be implemented using 1E funds.

1E PROJECT GOALS AND BUDGET OUTLINE

Please complete the 1E Project Goals, which will outline goals and budget. If your project does not fit the parameters outlined in the goals, please use the "Other" cell to outline the Project Goals.

Complete the budget table and provide a brief narrative of the funding request in the Action Plan. Please provide enough detail to justify the reasonableness of the cost in the narrative.

Note that grantees must submit a complete Budget using the State of Illinois Uniform Budget Template after DCEO makes a funding commitment.

CATEGORIES OF SERVICES, OUTCOMES	#
1.) Number of Dislocated Workers Served	
A. Career Services	
B. Direct Training (<i>Occupational Training/ITAs, Remedial/Pre-Vocational, etc.</i>)	
C. TOTAL Work-Based Training (<i>TOTAL is unique count of WBT services listed below</i>)	
--On-the-Job Training	
--Customized Training	
--Work Experience/Internships	
--Transitional Jobs	
--Other Work-Based Training	
D. Supportive Services -- 1E Dislocated Workers	
2.) Number of Layoffs Avoided	
3.) Number of Businesses Assisted	
4.) Number of Employees to Receive Incumbent Worker Training	
5.) Number of Sector Recruitment Specialists Hired	
6.) Other Outcome(s) -- please describe below:	

1E UNIFORM BUDGET LINES	BUDGET
1A. RR Case Management - Personnel - Program	
1B. RR Case Management - Personnel - Admin.	
1C. Trade Case Management - Personnel - Program	
2A. RR Case Management - Fringe Benefits - Program	
2B. RR Case Management - Fringe Benefits - Admin	
2C. Trade Case Management - Fringe Benefits - Program	
13. Direct Administrative Costs	
15A. RR Direct Training	
15B. RR Work-Based Training <i>(TOTAL is unique count of lines below)</i>	
--On-the-Job Training	
--Customized Training	
--Work Experience/Internships	
--Transitional Jobs	
--Other Work-Based Training	
15C. RR Other Program Costs	
15D. Supportive Services <i>(TOTAL is unique count of lines below)</i>	
--Supportive Services -- 1E Dislocated Workers	
--Supportive Services -- Trade	
15E. Incumbent Worker Training	
15F. Trade Case Management Other - Program	
17A. Indirect Costs - Program	
17B. Indirect Costs - Admin	
18. TOTAL 1E BUDGET	