

FISCAL YEAR 2025-PROGRAM YEAR 2024 SUPPLEMENTAL STATE FUNDING APPLICATION			
APPLICATION INFORMATION			
LWIA		DATE SUBMITTED	
AMOUNT REQUESTED			
DIRECTOR NAME			
SIGNATURE			

**APPLICATION REQUIREMENTS:**

- Executive Summary
- Budget Summary & Narrative
- Technical Proposal
- Implementation Plan
- Additional Information / Exhibits (Optional)

**EXECUTIVE SUMMARY:** Provide an executive summary that outlines the team assigned to the project, the communities to be served, the project partners, a brief description of the services provided, a description of the anticipated goals and outcomes of the project and the amount of funding requested.

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**BUDGET:** Complete the budget table and provide a brief narrative of the funding request. Please provide enough detail to justify the reasonableness of the costs in the table or a narrative document. Note that grantees must submit a complete budget using the State of Illinois Uniform Budget Template after DCEO makes a funding commitment.

<b>BUDGET CATEGORIES</b>	<b>AMOUNT</b>	<b>NARRATIVE</b>
Personnel	\$	
Fringe Benefits	\$	
Travel	\$	
Equipment	\$	
Contractual Services	\$	
Consultant	\$	
Research and Development	\$	
Telecommunications	\$	
Training & Education	\$	
Direct Training	\$	
Work-Based Training	\$	
Other Program Costs	\$	
Supportive Services	\$	
Direct Administration	\$	
Indirect Costs	\$	
<b>GRAND TOTAL</b>	<b>\$</b>	

**ADDITIONAL BUDGET NARRATIVE / NOTES**

**TECHNICAL PROPOSAL:** Complete and attach a narrative technical proposal that highlights the goals of the organization with respect to the targeted population, activities to be undertaken, and the outcomes of these activities. At a minimum, the technical proposal should include the following information as applicable.

1. *Applicant Capacity*
  - a. Describe the team that will be assigned to the grant project/activity.
  - b. Provide information regarding the qualifications of the personnel, sub-contractors, or partner staff that will be assigned to the grant project/activity.
  
2. *Documentation of Need*
  - a. Describe the issues, problems, and/or needs that are addressed by this grant.
  - b. Identify the industry/companies/region/area affected by the identified issues.
  - c. Provide a detailed explanation of how this project will serve the targeted communities and populations outlined in your local/regional workforce plan.
  
3. *Specific Project Requirements and Considerations -*
  - a. Describe the type of training and the delivery method, along with the associated credentials and certifications (if applicable).
  - b. Describe the potential for the program to effectively address workforce challenges.
  - c. Describe the innovative elements of the project and how they will be measured.
  - d. Identify the partnerships and collaborations with relevant stakeholders.
  - e. Document the project goals, activities, anticipated outcomes, and timeline summary.
  
4. *Cost Effectiveness/Return on Investment*
  - a. Describe why this project is a good investment of the State of Illinois workforce funds.
  - b. Describe how this project could be sustained beyond the grant funding period.
  - c. Discuss how this project could be implemented statewide and what benefits the State will realize from the statewide implementation (if applicable).

