

5227.0120 PROPOSAL PROCESS.

Subpart 1. **Notification by commissioner.** To initiate the process for awarding grants for the operation of labor education advancement programs, the commissioner shall publish a notice requesting grant proposals in the State Register. Interested organizations must submit proposals to the commissioner. Proposals must be received by the commissioner by the deadline established in the notice.

Subp. 2. **Proposals; requirements.** Proposals must be submitted in the form or format specified by the commissioner. A proposal must include the following information:

- A. a chart of the applying organization that identifies:
 - (1) the organization's administrative structure; and
 - (2) the makeup of its advisory committee or council;
- B. identification of the geographic area for which services will be provided;
- C. demographic data of the service area, including:
 - (1) the rate of unemployment in the service area;
 - (2) comparative data on the ratio of unemployment between minorities and nonminorities in the targeted service area;
 - (3) the percentage of racial minorities in the service area population; and
 - (4) the source of demographic data;
- D. a budget plan itemizing details of estimated operating costs, sources of nonstate matching funds, and amount of state funding requested;
- E. a program narrative outlining the organization's goals, objectives, and performance indicators;
- F. evidence of the ability to deliver services, which may include:
 - (1) existing compacts with employers, employees, and employer or employee representatives;
 - (2) previous experience providing job training and job placement services to economically disadvantaged individuals, diverse ethnic and racial minority groups, and females; and
 - (3) previous experience operating labor education advancement programs, providing details of the results of L.E.A.P. operations;
- G. assurances that the department or the state may conduct post-grant audits, and that the periodic performance and financial reports will be submitted promptly;

H. assurance that the applying organization has an effective equal employment policy; and

I. evidence of workers' compensation coverage as required by Minnesota law.

Statutory Authority: *MS s 175.171; L 1989 c 335 art 1 s 30 subd 7*

History: *17 SR 1791*

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