

Summary Notes

Industry Partnerships Request for Proposal Informational Meeting

Kentucky Transportation Cabinet Conference Center
200 Mero Street, C105
Frankfort, Kentucky 40622

September 7, 2011

1:30pm – 3:30pm

The purpose of the meeting was to provide those in attendance with information about the Request for Proposal Industry Partnerships, issued August 15, 2011 by the Kentucky Workforce Investment Board/Kentucky Education and Workforce Development Cabinet. Prior notice and information about this meeting was issued and posted.

Thomas West, Executive Director of the Kentucky Workforce and Investment Board relayed the following to those in attendance:

- Welcome;
- Review of the meeting agenda and introduced presenters;
- This is an initiative of the Kentucky Workforce and Investment Board and is included in their strategic plan, with the goal of changing the way we invest workforce dollars in Kentucky, by gearing those dollars toward specific sectors that have high growth potential and sustainable wages for Kentuckians;
- The focus of the meeting is about the attendees and the questions about the current proposal.

Beth Brinly, Commissioner, Kentucky Department of Workforce Investment shared the following information during her overview presentation on Kentucky Sector Strategies/Industry Partnerships:

- Sector Strategies are a basic tool to target resources and to support regional sectors;
- The Kentucky Workforce Investment Board provided a series of meetings with statewide stakeholders to determine the framework for developing specific sectors;
- The accumulation of the data, along with input from a data team resulted in the following five world-class sectors. These were unanimously agreed upon by the team and were adopted by the Kentucky Workforce Investment Board. The five sectors selected are:

Automobile/Aircraft Manufacturing
Transportation, Distribution and Logistics
Business Services and Research & Development
Health Care/Social Assistance
Energy Creation/Transmission

- A similar process was conducted to determine Regional Sectors. Regional sector information is described in one of the handouts provided at today's meeting and will be posted on the RFP website;

- Sector Strategies bring strategic alignment to workforce, education and economic development goals.

Pat Dudgeon, Industry Partnerships Coordinator, reviewed the Request for Proposal document. The information was not read word for word, but was presented in summary fashion. The information was reviewed, by page, and includes the following overview:
(Note: Questions and Answers from the review are posted on the RFP website at <http://kwib.ky.gov/industrypartnersinfo.htm> .)

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- Ten effective accomplishments of an Effective Industry Partnership;
- Industry Partnership awards will range from \$5,000 to \$65,000 with future opportunities.

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- Historical overview of the Sector Strategies process and the five Kentucky sector strategies; regional strategies listed in handout;
- Review of the RFP referenced website materials; they will provide important information.

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- Applicant eligibility and criteria reviewed;
- Local Workforce Investment Boards must be represented in the partnership, will serve as the fiscal agent, and will work with the lead applicant in monitoring and compliance;
- Eight entities identified as eligible to serve as lead applicant.

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- Program goals reviewed;
- Application/Content/Format – to be completed as detailed in RFP;
- Proposals: I. Partnership Abstract; II. Partnership Data-Analysis; III. Integration and Alignment to Workforce Investment Initiatives; IV. Description of Partnership; V. Project Design/Goals; VI. Project Outcomes.

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- Noted disallowed cost list;
- Technical assistance will be provided by the Kentucky Workforce Investment Board and the Office of Employment and Training;
- Timeline for Applications – Accepted for review and funding consideration on or before 4:00 p.m. Eastern Time on October 10, 2011, but will be subject to the availability of funds and consideration of the partnerships ability to expend the funds before they expire;
- Award notice and report information was discussed.

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- Proposal grading criteria – per the information in RFP;
- Total funds available for this are \$500,000;
- The funding period for the grant is one year or until December 31, 2012;
- Please submit the original and three (3) paper copies of the proposal along with an electronic copy (PDF), no later than 4:00 p.m. Eastern Time on October 10, 2011 to Patricia Dudgeon; contact information is provided in the RFP;
- Appendices information and RFP attachments were reviewed.