

# Workforce Innovation and Opportunity Act

# Governor's Statewide Activities Grants (GSA)

## Request for Applications ("RFA")

Grant Performance Period: June 14, 2025 – March 31, 2027

**HECC # 24-125** 

Date Issued: Applications Due: April 28, 2025

Single point of contact ("SPC"): Jeanie Stuntzner <u>jeanie.stuntzner@hecc.oregon.gov</u>

For questions, clarifications, or if you need this material in a different format, please contact the SPC.

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#### **SECTION 1. INTRODUCTION AND OVERVIEW**

#### 1.1 BACKGROUND

The State of Oregon, acting by and through its Higher Education Coordinating Commission ("HECC"), is issuing this Request for Applications ("RFA") to local workforce development boards to strengthen Oregon's behavioral health care and housing production workforce. Authority for this grant program is under 20 CFR § 683.120(b). \$1.5 million of the 2024 Governor's Statewide Activities Grant is dedicated to the award of two competitive grants: one for the behavioral health workforce and one for the housing production workforce.

1.2 COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND ACCESSIBILITY Individuals within a community, and communities within a larger society, need the ability to shape their own present and future, and HECC believes that workforce development and education are fundamental aspects of Oregon's ability to thrive. Equity is both the means to success and an end that benefits us all. Equity requires the intentional examination of systemic policies and practices that, even if they have the appearance of fairness, may in effect serve to marginalize some and perpetuate disparities. The data is clear that Oregon demographics have been changing to provide rich diversity in race, ethnicity, and language. Working toward equity requires an understanding of historical contexts and the active investment in changing social structures and practice over time to ensure that individuals from all communities have the opportunities and support to realize their full potential. Creating a culture of equity requires monitoring, encouragement, resources, data, and opportunity.

HECC applies its Equity Lens (<a href="https://www.oregon.gov/highered/about/Documents/State-Goals/Equity-Lens.pdf">https://www.oregon.gov/highered/about/Documents/State-Goals/Equity-Lens.pdf</a>) to all aspects of its work.

#### 1.3 TIMELINE

This timeline represents a tentative schedule for this RFA. All times are listed in Pacific Time. All

dates are subject to change. See <a href="https://www.oregon.gov/highered/about/pages/grants-contracts.aspx">https://www.oregon.gov/highered/about/pages/grants-contracts.aspx</a> for the most current information.

Description	Date and Time (all time is Pacific Time)
RFA Issued	March 14, 2025
Application period opens	
Application Deadline	April 28, 2025
Notice of Award (approximate)	May 21, 2025
Grant Agreement Drafting Awarded organizations should plan to be readily available during this time to negotiate Project budgets and activities.	June 21, 2025

### **SECTION 2. GRANT OPPORTUNITY AND REQUIREMENTS**

#### 2.1 APPLICANT ELIGIBILITY

In order to receive an award under this RFA, Applicants must be a local workforce development board certified by the Governor pursuant to 20 CFR § 679.310(a). Two contiguous local workforce development boards may partner to apply as joint Applicants, but must identify the lead Applicant who will serve as the fiscal agent.

### 2.2 **PROJECT REQUIREMENTS AND LIMITATIONS**

#### 2.2.1 PROJECT PURPOSE: BEHAVIORAL HEALTH OR HOUSING PRODUCTION FOCUS AREAS

Applicants must choose a Project Focus Area ("Project") between housing production workforce and behavioral health workforce grants. Applicants **may not apply for both grants**. Applicants – including joint Applicants – may only submit one application total, for not more than \$750,000.

HECC will fund **one** project in each of the below identified focus areas:

**Project Focus Area 1:** Behavioral health workforce.

**Description:** The behavioral health industry is comprised of several occupations with varying training requirements that pertain to mental health conditions, substance abuse disorders, life stressors, and behaviors which impact an individual's overall health and wellbeing. The industry is separated by licensed prescribers, licensed and unlicensed providers. Licensed prescribers include individuals who provide prescription-based treatment for behavioral health conditions. This generally includes physicians (Medical Doctors and Doctors of Osteopathy), and advanced practice providers (Physician Assistants, Nurse Practitioners, and Licenced Professional Nurses). Licensed providers include individuals who administer therapy for behavioral health conditions and are licensed through Board of Psychologists, Board of Social Workers, and Board of Counselors and Therapists . Unlicensed providers are comprised of a diverse group of individuals that focus on counseling-based and supportive services, such as Certified

Addiction Counselors and Traditional Health Workers. Workforce shortages exist throughout every tier of the behavioral health service industry. Proposals should be responsive to the HECC Sponsored Behavioral Health Talent Assessment.

**Project Focus Area 2:** Housing production workforce.

Description: The housing production sector includes portions of the broad construction industry, manufactured home manufacturing, prefabricated wood building manufacturing, architectural services, building inspection, and land surveying. Residential building construction consists of businesses that build new single-family and multi-family residential structures. General contractors and homebuilders are central to the coordination of every phase of a residential construction project. Specialty trade contractors include businesses that perform specific tasks, such as electrical work, plumbing, and painting. Manufactured homes are built in a manufacturing facility and then transported to their destination for final assembly and connection to utilities. In Oregon, construction occupations exceed the state median wage. Not only are the wages often higher than average, but the training necessary for these occupations is often a post-secondary credential. Proposals should be responsive to the HECC Sponsored Housing Workforce Production Study.

#### 2.2.2 ALLOWABLE USE OF FUNDS

Statewide employment and training activities under this grant must meet the definitions in <u>20</u> <u>CFR 682.210</u>.

For each Focus Areas, the following are allowable uses of funds:

- Creation and/or expansion of training programs and work experience opportunities that prepare individuals for direct entry into in-demand jobs in the industry.
- Provision of tuition and fee assistance for individuals participating in relevant training programs.
- Provision of wraparound services and supports to individuals participating in relevant training
  programs and work experiences, including but not limited to case management, counseling, and
  financial and other assistance with childcare, transportation, mental health services, housing
  support, job- or training-related materials and supplies.
- Wages or stipends for eligible youth who participate in training programs and/or adult work experience opportunities.
- Employer reimbursement for wages for on-the-job training participants, including for registered apprenticeships, at the standard 50% WIOA reimbursement rate.
- Implementation of other approaches to remove barriers to employment in the industry.
- Convening and strengthening of industry partnerships that bring together employers, education and training providers, economic development organizations, community-based organizations, and others to identify the industry's workforce challenges and develop solutions.

#### 2.2.3 PROJECT REQUIREMENTS

#### Projects must:

- Identify the specific occupations and related training/work experience opportunities that will be the focus of the grant.
- Utilize evidence-based approaches.

- Identify the key partners they will work with to carry out this grant and provide letters of commitment from at least three of these partners, including at least one employer, one education/training provider, and one community-based organization.
- Identify a set of success metrics that will be used to evaluate the Project's progress and success, which may include a target number of individual participants to be served.

#### 2.2.4 GRANT DURATION

The Allowable Cost Period for awards under this RFA is June 21, 2025 – March 31, 2027. Activities that occur outside of the Allowable Cost Period are not eligible for funding.

#### 2.2.5 AWARD AMOUNT

The award amount for each of the two Project Focus Areas will be \$750,000 per award. The funding source is federal WIOA funds. Resulting grant agreements will incorporate the federal notice of award and required federal and conditions and terms.

Grant funds awarded under this RFA will be disbursed on an expense reimbursement or costs incurred basis. Grant recipients will be required to submit each disbursement request on a HECC-provided or -approved disbursement request form ("Disbursement Request") prior to the disbursement of any grant funds.

#### SECTION 3. APPLICATION SUBMISSION

#### 3.1 HOW AND WHEN TO APPLY

All Applications shall be submitted via the web-based program Survey Monkey Apply ("SMApply"): [INSERT LINK TO APPLICATION]

#### All Applications must include:

- 1. Responses to all items in the Application within the Survey Monkey Apply web program
- 2. Project Plan (upload as attachment, template provided)
- 3. Project Budget (upload as attachment, template provided)
- 4. Application Certification Sheet (upload as attachment, template provided)
- 5. Letters of Commitment (upload as attachment)
- 6. Application submissions are due by April 28, 2025.

Late or incomplete Applications will not be accepted.

#### 3.2 APPLICATION REVIEW PROCESS

HECC will use the following criteria in evaluating applications and making award determinations.

#### APPLICATION REVIEW

#### **ELIGIBILITY REVIEW**

Ensuring concurrence with Section 2.1 of this RFA and to determine whether the Application is complete as described in Section 3.1 of this RFA.

#### **FULL REVIEW**

		WEIGHTED
EVALUATION CRITERIA	POINTS	TOTAL
Evaluation Item 1: Project Design and Rationale	0-5	35
Evaluation Item 2: Advancing Equitable Opportunities	0-5	25
Evaluation Item 3: Partnership and Capacity	0-5	25
Evaluation Item 4: Success Measures	0-5	15
		100

#### 3.2.1 PHASE ONE – ELIGIBILITY REVIEW

SPC will conduct an eligibility review to ensure compliance with Section 2.1 of this RFA and to determine whether the Application is complete as described in Section 3.1 of this RFA. If the SPC determines that an Application was not timely received, is nonresponsive, or the Applicant is not eligible to receive an award, the Application will be removed from further evaluation.

#### 3.2.2 PHASE TWO - FULL REVIEW

HECC will form a review panel to review, evaluate, and score Applications, and make funding recommendations to the Director of the Office of Workforce Investments. Reviewers will use the following evaluation criteria to review and score proposals. The maximum total score on a single Application is 100 points.

FULL REVIEW			
REVIEW CRITERIA	POINTS	WEIGHTED TOTAL	
Evaluation Item 1: Project Design and Rationale	0-5	35	
Evaluation Item 2: Advancing Equitable Opportunities	0-5	25	
Evaluation Item 3: Partnership and Capacity	0-5	25	
Evaluation Item 4: Success Measures	0-5	15	
		100	

#### **Evaluation Item 1: Project Design and Rationale (weighted 35%)**

Please address the following prompts:

- Describe your proposed Project.
- Describe how your Project is responsive to regional needs identified by a sector partnership or other consortium comprising employers, workforce/training providers, and community representatives.
- Describe how your Project addresses gaps or barriers to meeting the workforce needs of the selected focus area.
- Identify the specific occupations/skills the related training opportunities that will be the focus of the grant, and how those were identified.
- Describe how your Project aligns with *(cite sources/experience wherever possible):* 
  - o Promising practices/models and/or evidence-based practices/models; and
  - Culturally responsive practices that support the program participants served by the Project.
  - The Behavioral Health Talent Assessment or the Housing Production Workforce Study, depending on which grant being applied to. These Assessments will be available in late January.

#### **Evaluation Item 2: Advancing Equitable Opportunities (weighted 25%)**

Please address the following prompts (500-word limit):

- Identify how your project advances equitable opportunities for program participants in workforce programs.
- Identify barriers to participation and describe how your project reduces identified barriers for your participants.
- Describe how your organization's proposed approach will increase access and remove barriers for wage progression and educational attainment.
- Describe how participants and/or communities are or will be involved in designing, decision making, and evaluation of your project.
- Describe your plan for communicating with communities where English is not their native language. This includes ASL.
- Describe your plan to reach rural Oregonians.
- Describe any considerations for providing additional accessibility supports, alternative formats or language translation.

#### **Evaluation Item 3: Partnership and Capacity (weighted 25%)**

Please address the following prompts (500-word limit):

- Describe how the project leverages existing cross-sector collaborations or partnerships.
- Identify the organizations who have committed to be key partners in this project, which must include at least one employer, one education/training provider, and one community-based organization.
- Explain each partner's (including the lead Applicant's) activities, role, and responsibilities within the proposed project; and
- Provide evidence that each partner (including the lead Applicant) can carry out its respective activities, role, and responsibilities (150-word limit).

#### **Evaluation Item 4: Success and Sustainability (weighted 15%)**

Please address the following prompts (500-word limit):

- Define "success" in the context of this project.
- Describe any project goals and any potential challenges or barriers your organization may encounter and strategies to address them.
- Describe the metrics you will use to measure the project's success and the project's target outcomes.
- Identify if and how you will braid other funding sources with funds awarded under this opportunity.
- Address future sustainability for this project including identification of opportunities to leverage additional funding (e.g., state, private, philanthropic).

#### 3.2.3 NOTICE OF AWARD

HECC will email the Applicant's primary contact listed in the Application to let them know whether their Application was selected for funding. A Notice of Award will be sent to funded Applicants for this RFA. The notice will indicate award amount, performance period, and next steps. Unsuccessful Applicants will be contacted.

#### SECTION 4. GRANT AGREEMENTS

Applicants that are selected for an award will be required to execute a grant agreement with HECC

prior to beginning any project activities. The grant agreement is a contract between HECC and the Recipient, which describes the contractual relationship and responsibilities of the parties.

No funds will be disbursed until a fully signed grant agreement is in place. All project activities must take place during the Performance Period of the grant (June 14, 2025 – June 30, 2026).

Grant recipients will be required to:

- 1. Comply with insurance and background check requirements (see Attachment G Background Checks and Subgrantee Insurance );
- 2. Comply with all applicable provisions of <u>Title 2 Code of Federal Regulations ("CFR") Part 200</u>, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, including the Cost Principles and Single Audit Act requirements.

#### REPORTING REQUIREMENTS

All Grant recipients will be required to provide quarterly, annual, and final reporting to grant administrators at HECC. If these funds provide direct services to participants, those participants need to meet all the eligibility requirements under WIOA and grantees would need to conduct all the participant-level reporting required under WIOA. There is no requirement that funds be spent on direct services to eligible youth, however any funds that are spent on direct services must be included in the In School Youth (ISY) and/or Out of School Youth (OSY) Expenditure Data, as required by sections 11. d. and e. of DOL's 9130 report.

<u>Local Management Information System.</u> Activity supported by this Grant must be tracked and reported in the local management information system. The data must be recorded in the local MIS following data entry rules of the system and tracked separately. Grantees shall make ongoing entries and keep the local management information system current with enrolled data for accurate reporting to the USDOL.

<u>Program Expenses.</u> Grantee must report ongoing program expenditures with each quarterly Invoice/Details Disbursement request it provides to HECC in the form of the template that will be provided by HECC. An alternative invoicing schedule may be requested to HECC's Grant Administrator in writing; such approval will be at HECC's discretion and will be provided in writing. Any approved alternative invoicing will continue to have the same reporting requirements as required by the Agreement.

<u>Success Stories.</u> Grantee must provide to HECC, three participant success stories per award over the course of the grant period. Grantee must provide to HECC, the success stories by the final report deadline of August 31, 2026 Grantee must ensure that participants, if included in success stories, sign a media and photo release form. Grantee may use locally approved media and photo release forms. Success Stories will be owned by HECC, HECC shall grant the Grantee the unlimited right to publish and use the Success Stories.

<u>Final Report.</u> Grantee shall provide to HECC, no later than August 31, 2026, a final narrative report in addition to any required expenditure reporting. Grantee shall send disbursement requests and detailed reporting by email quarterly, or upon written request to HECC's Grant Administrator. Such approval will be at HECC's discretion and will be provided in writing.

#### **SECTION 5. ADDITIONAL TERMS**

Submission of an Application does not constitute an agreement between HECC and the Applicant, nor does it secure or imply that the Applicant will be selected to receive funding.

All costs associated with Applicant's submission of an Application are the sole responsibility of the Applicant and will not be paid or reimbursed by HECC or the State of Oregon.

By applying, Applicant accepts all terms and conditions of this RFA. No Grant Funds will be released prior to all program conditions being met and grant agreements fully-signed.

HECC reserves the right to reopen or extend the RFA as necessary, as it deems in its best interest. HECC reserves the right to amend agreements resulting from this RFA for additional time and/or funds, if in HECC's best interest to do so.

Funding Applications through this RFA does not guarantee future funding. When, or if, additional funding becomes available, HECC reserves the right to issue additional awards under this RFA through the period of performance for the federal Notice of Award for these funds. If additional awards are made, they will not require further competition. Any additional selections will be made in accordance with the terms of this RFA.

#### **PUBLIC RECORDS**

All information and records submitted to HECC are subject to disclosure under the Public Records Law, Oregon Revised Statute ("ORS") 192.311 to 192.478. If Applicant believes that any information or records it submits to HECC may be a trade secret under ORS 192.345(2), or otherwise is exempt from disclosure under the Oregon Public Records Law, Applicant must identify such information with particularity and include the following statement:

"This data is exempt from disclosure under the Oregon Public Records Law pursuant to ORS chapter 192 and is not to be disclosed except in accordance with the Oregon Public Records Law, ORS 192.311 through 192.478."

If Applicant fails to identify with particularity the portions of such information that Applicant believes are exempt from disclosure, Applicant is deemed to waive any future claim of non-disclosure of that information.

#### SECTION 6. ATTACHMENTS

- ATTACHMENT A: WORKFORCE INNOVATION AND OPPORTUNITY ACT GOVERNOR'S RESERVE GRANT APPLICATION FORM SAMPLE
- ATTACHMENT B: PROJECT PLAN TEMPLATE
- ATTACHMENT C: PROJECT BUDGET TEMPLATE
- ATTACHMENT D: APPLICATION CERTIFICATION SHEET
- ATTACHMENT E: HOUSING PRODUCTION WORKFORCE ASSESSMENT
- ATTACHMENT F: OREGON BEHAVIORAL HEALTH TALENT ASSESSMENT REPORT AND BEHAVIORAL HEALTH CAREER PATHWAYS
- ATTACHMENT G: BACKGROUND CHECK REQUIREMENTS AND SAMPLE REQUIRED

## INSURANCE FOR SUBCONTRACTORS AND/OR SUBGRANTEES

## **ATTACHMENT A**

# Application Form Sample Workforce innovation and opportunity act gsa grants

Click the following link to access the web-based Application in Survey Monkey Apply: <a href="https://oregonhecc.smapply.us/">https://oregonhecc.smapply.us/</a>

The questions below are being provided as a preview only so that Applicants know what questions will be asked in the Application package. Applicants MUST submit their information and answers through the above link.

Item in Application		
Applicant Information		
Legal Applicant Name of Applying Organization:		
Alternate Business Name/DBA of Applying Organization, if applicable:		
Unique Entity Identifier (UEI):		
Are you registered to do business in the State of Oregon?:		
Physical Address (Street):		
Physical Address (City):		
Physical Address (State):		
Physical Address (Zip Code):		
Physical Address (COUNTY):		
Are proposed services taking place in the county listed in the previous question?		
Please check all counties where the primary services funded by this grant will take place:		
Primary Contact for the Application:		
Email Address:		
Phone:		
Program Manager Contact:		
Email Address:		
Phone:		
Fiscal Manager Contact:		
Email Address:		
Phone:		
Communications Contact:		
Email Address:		
Phone:		
Grant Agreement Signing Authority:		
Title:		
Email Address:		
Phone:		
Evaluation Items		
Evaluation Item 1: Project Design and Rationale (weighted 35%)		

#### Please address the following prompts:

- Describe your proposed Project.
- Describe how your Project is responsive to regional needs identified by a sector partnership or other consortium comprising employers, workforce/training providers, and community representatives.
- Describe how your Project addresses gaps or barriers to meeting the workforce needs of the

selected focus area.

- Identify the specific occupations/skills the related training opportunities that will be the focus of the grant, and how those were identified.
- Describe how your Project aligns with *(cite sources/experience wherever possible):* 
  - o Promising practices/models and/or evidence-based practices/models; and
  - Culturally responsive practices that support the program participants served by the Project.
  - The Behavioral Healtlh Talent Assessment or the Housing Production Workforce Study, depending on which grant being applied to. These Assessments will be available in late January.

#### **Evaluation Item 2: Advancing Equitable Opportunities (weighted 25%)**

Please address the following prompts (500-word limit):

- Identify how your project advances equitable opportunities for program participants in workforce programs.
- Identify barriers to participation and describe how your project reduces identified barriers for your participants.
- Describe how your organization's proposed approach will increase access and remove barriers for wage progression and educational attainment.
- Describe how participants and/or communities are or will be involved in designing, decision making, and evaluation of your project.
- Describe your plan for communicating with communities where English is not their native language. This includes ASL.
- Describe your plan to reach rural Oregonians.
- Describe any considerations for providing additional accessibility supports, alternative formats or language translation.

#### **Evaluation Item 3: Partnership and Capacity (weighted 25%)**

Please address the following prompts (500-word limit):

- Describe how the project leverages existing cross-sector collaborations or partnerships.
- Identify the organizations who have committed to be key partners in this project, which
  must include at least one employer, one education/training provider, and one communitybased organization.
- Explain each partner's (including the lead Applicant's) activities, role, and responsibilities within the proposed project; and
- Provide evidence that each partner (including the lead Applicant) can carry out its respective activities, role, and responsibilities (150-word limit).

#### **Evaluation Item 4: Success and Sustainability (weighted 15%)**

Please address the following prompts (500-word limit):

- Define "success" in the context of this project.
- Describe any project goals and any potential challenges or barriers your organization may encounter and strategies to address them.
- Describe the metrics you will use to measure the project's success and the project's target outcomes.
- Identify if and how you will braid other funding sources with funds awarded under this
  opportunity.
- Address future sustainability for this project including identification of opportunities to leverage additional funding (e.g., state, private, philanthropic).

	Attachments (SUBMIT with application)	
Project Plan		
Project Budget		
Budget Justification		
Certification Sheet		
Letters of Commitment		

# ATTACHMENT B PROJECT PLAN

WORKFORCE INNOVATION AND OPPORTUNITY ACT GSA GRANTS

#### **Applicant/Organization:**

#### **Instructions:**

Please complete a Project Plan and submit as a part of your application. Your Project Plan should be in a substantially similar format to the one provided. Add additional lines/space or remove as needed, as long as your plan addresses the same project components.

- Your proposed activities must be completed during the performance period of the grant, which is
   June 21, 2025 March 31, 2027. Start and end dates should be within this range.
- Include major objectives, key tasks to accomplish each objective, and estimated start/end dates.

#### **PROJECT PLAN**

1.10,201.1.2.1	Start Date	End Date
Major Objective:		
Key Task:		
Major Objective:		
Key Task:		
Major Objective:		
Key Task:		
Major Objective:		
Key Task:		
Major Objective:		
Key Task:		
Key Task		

	Key Task:		
	Key Task:		
	Key Task:		
Ma	Major Objective:		
	Key Task:		

# ATTACHMENT C PROJECT BUDGET

**Enter Data in Yellow Boxes Only** 

Organization	
Organization Fiscal Contact	
Prepared by	

	YEAR 1	YEAR 2	YEAR 3	1
	June 14, 2025 - June 30,	July 1, 2025 - June 30,	July 1, 2026 - March 31,	TOTALS
	2025	2026	2027	
BUDGET CATEGORIES				
A. PERSONNEL SALARIES & WAGES				
Ex. Position/Title - Salary - FTE				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL SALARIES & WAGES	\$ -	\$ -	\$ -	\$ -
B. PERSONNEL FRINGE BENEFITS				
Employer Costs for Taxes/Benefits				
Ex. FICA (7.65% of budgeted				
salary XX) Ex. Health Insurance				
				\$ -
				\$ -
				\$ -
				\$ - \$ -
TOTAL FRINGE BENEFITS	¢	-	\$ -	\$ -
TOTAL PERSONNEL (SALARIES + FRINGE)		\$ -	\$ -	\$ -
C. EQUIPMENT & CAPITAL EXPENDITURES	<b>.</b>	-	<b>.</b>	Ψ -
G. EQUIT PIERT & CATTIAL EXTENDITURES				\$ -
				\$ -
				\$ -
TOTAL EQUIPMENT & CAP EXPENDITURES	\$ -	\$ -	\$ -	\$ -
D. MATERIALS & SUPPLIES				
				\$ -
				\$ -
				\$ -
				\$ -
		_		\$ -
TOTAL MATERIALS & SUPPLIES	\$ -	\$ -	\$ -	\$ -
E. TRAVEL (PERSONNEL) Location - Purpose - Mileage				¢.
				\$ - \$ -
				\$ -
				\$ -
				\$ -
TOTAL TRAVEL	-	\$ -	\$ -	\$ -
F. PARTICIPANT SUPPORT COSTS - Ex. stipends,				
transportation, fees, other wraparound services, etc.				
or anaportation, journ or wrapuround services, etc.				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

## ATTACHMENT D

# **Application Certification Sheet**

<b>Legal Name of Applicant</b>	
Address	
City, State, Zip Code	
State of Incorporation	
Entity Type	
Date Submitted	
Contact Name	
Telephone	
Email	

# Any individual signing below hereby certifies they are an authorized representative of Applicant and that:

- **1.** If awarded a Grant, Applicant agrees to perform the scope of work and meet the performance standards set forth in the final negotiated scope of work of the Grant.
- 2. I have knowledge regarding Applicant's payment of taxes and by signing below I hereby certify that, to the best of my knowledge, Applicant is not in violation of any tax laws of the state or a political subdivision of the state, including, without limitation, ORS 305.620 and ORS chapters 316, 317 and 318.
- 3. Unless Applicant is exemption under ORS 659A.006, Applicant does not discriminate in its employment practices or service delivery with regard to race, color, creed, age, religious affiliation, political affiliation or belief, gender, disability, sexual orientation, national origin or citizenship status. When awarding subgrants, Applicant does not discriminate against any business certified under ORS 200.055 as a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a business that a service-disabled veteran owns or an emerging small business. If applicable, Applicant has, or will have prior to grant agreement execution, a written policy and practice, that meets the requirements described in ORS 279A.112, of preventing sexual harassment, sexual assault and discrimination against employees who are members of a protected class. HECC may not enter into an agreement with an anticipated grant price of \$150,000 or more with an Applicant that does not certify it has such a policy and practice. See <a href="https://www.oregon.gov/DAS/Procurement/Pages/hb3060.aspx">https://www.oregon.gov/DAS/Procurement/Pages/hb3060.aspx</a> for additional information and sample policy template.
- **4.** Applicant and Applicant's employees, agents, and subcontractors are not included on:

- **A.** the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <a href="https://www.treasury.gov/ofac/downloads/sdnlist.pdf">https://www.treasury.gov/ofac/downloads/sdnlist.pdf</a>, or
- **B.** the government-wide exclusions lists in the System for Award Management found at: <a href="https://www.sam.gov/SAM">https://www.sam.gov/SAM</a>
- **5.** Applicant certifies that, to the best of its knowledge, there exists no actual or potential conflict between the business or economic interests of Applicant, its employees, or its agents, on the one hand, and the business or economic interests of the State, on the other hand, arising out of, or relating in any way to, the subject matter of the RFA. If any changes occur with respect to Applicant's status regarding conflict of interest, Applicant shall promptly notify the State in writing.
- **6.** Applicant certifies that all contents of the Application (including any other forms or documentation, if required under this RFA) and this Application Certification Sheet are truthful and accurate and have been prepared independently from all other Applicants, and without collusion, fraud, or other dishonesty.
- 7. Applicant understands that any statement or representation it makes, in response to this RFA, if determined to be false or fraudulent, a misrepresentation, or inaccurate because of the omission of material information could result in a "claim" (as defined by the Oregon False Claims Act, ORS 180.750(1)), made under Contract being a "false claim" (ORS 180.750(2)) subject to the Oregon False Claims Act, ORS 180.750 to 180.785, and to any liabilities or penalties associated with the making of a false claim under that Act.

Authorized Signature	Date	

**8.** Applicant certifies it will comply with the Pay Equity law, ORS 652.220, if applicable.

(Printed Name and Title)