

Industry Sector Grant

Applicant	Karen Nicholas
Applicant ID	APP-000673
Company Name	Boise State University
Recipient Address	Boise State University 1910 University Dr Boise, Idaho 83725-1135
Email	karennicholas@boisestate.edu
Funding Requested	\$0.00
Status	Submitted
Funded	<input type="checkbox"/>

Company Information

Question: Business entity name

Boise State University

Question: "Doing business as" entity name

Boise State University

Question: Federal Tax ID Number

82-0290701

Question: Street address

1910 University Dr

Question: PO Box (If applicable)

1910 University Dr

Question: City

Boise

Question: State

ID

Question: Zip code

83725-1135

Question: Business website

www.boisestate.edu

Question: First name of person to be contacted about this application

Kent

Question: Last name

Neupert

Question: Job title

Chair, Management Department

Question: Street address

1910 University Dr

Question: City

Boise

Question: State

ID

Question: Zip Code

83725-1135

Question: Email address

kneupert@boisestate.edu

Question: Contact phone

2088900737

Consortium

The applicant must be an employer or educational entity representing a consortium of at least three employer partners with a similar occupational training need. All members of the consortium will be required

to complete a Memorandum of Understanding (MOU). A link to the grant MOU is provided below. Please upload all completed and signed MOU's by the consortium to this section of the application.

[Employer Partner MOU](#)

Question: Please describe how employer partners are involved in the project and how they will engage with trainees who receive training.

This program was initially driven by our industry partners and is supported with MOUs from Bogus Basin, Brundage Mountain Resort, Johnson Brothers Hospitality, Block 22, Sun Valley Resort, and Tamarack Resort. Commitments include advertising the programs to current and future employees, hiring interns, and, in some cases, housing and facilities for training activities. Additionally, Johnson Brothers Hospitality and Block 22 Hotels have committed to contribute \$5000 each. We are pursuing additional MOUs from Idaho-based hotels, food/beverage services, and leisure and hospitality businesses. Currently, we have spoken with Boise State Campus Services, FARE Idaho, the Grove Hotel, and Telaya Wine Company.

Our industry partners will be involved in multiple aspects of the program. First, Boise State and its industry partners will be joining together to recruit students. Industry partners have expressed they have current employees who they would like to work and learn simultaneously in the industry.

Secondly, as the training will be provided in a fully online format, industry partners have indicated an interest in providing spaces for students to work, learn, and live together and increase the opportunity to interact with visiting faculty. For example, we have discussed internship housing with several resorts, including Brundage Mountain Resort to support a 'Working and Learning Community.' These communities will afford students the opportunity to apply concepts learned in the classroom to their current employment.

Thirdly, our industry partners have a strong interest in offering internships to our students and potentially employing them. Boise State will market to potential distance learning students throughout the US, linking these students to employers who will provide internships and full-time employment. Internships will be offered in multiple locations with a strong focus on Idaho's resorts and hospitality businesses. Internships will be managed to ensure that both students and the businesses offering internships gain from the experience.

Employer partners will also provide industry expertise for developing and teaching courses. These industry experts are vital sources of best practices, current trends, and mentorship to share with students participating in internships and training. Thus, the proposed training is fully aligned with the strategic development goals of all stakeholders: the Workforce Development Task Force, Boise State University, and industry partners. The high level of involvement of all parties provides confidence that the program will accomplish its projected outcomes.

Question: Do each of the industry partners pay at least \$12 per hour

Yes

No

Question: Please upload completed MOU here.

[Appendix B ROHM Grant.pdf](#) (4/19/2022 6:36 PM)
[Appendix A Correspondence ROHM Grant.pdf](#) (4/19/2022 6:35 PM)
[MOU Tamarack Resort ROHM.pdf](#) (4/19/2022 6:33 PM)
[MOU Sun Valley Supporting Doc.pdf](#) (4/19/2022 6:33 PM)
[MOU Sun Valley Resort Workforce Training Grant.pdf](#) (4/19/2022 6:32 PM)
[MOU Riverside 10449 Industry Partner.pdf](#) (4/19/2022 6:32 PM)
[MOU Brundage Mountain Resort Workforce Training Grant 2022.pdf](#) (4/19/2022 6:32 PM)
[MOU Bogus Basin Supporting Doc.pdf](#) (4/19/2022 6:32 PM)
[MOU Bogus Basin for Industry Sector Grant.pdf](#) (4/19/2022 6:31 PM)
[MOU Block 22.pdf](#) (4/19/2022 6:31 PM)

Project Overview

Question: Please provide a brief overview/executive summary of the training need(s), current/projected skills gaps, and what you're trying to accomplish with this project. (You are limited to 2000 characters for this section so please be concise.)

Boise State will launch in Fall 2022 a Certificate in Resort Operations & Hospitality Management and a Bachelor of Business Administration (BBA) with an Emphasis in Resort Operations & Hospitality Management, built on our highly ranked fully online bachelor's program. These programs are industry-initiated and supported with MOUs and in some cases, with funds (See attached MOUs). We are pursuing additional MOUs from Idaho-based hotels, food/beverage services, and leisure and hospitality businesses. Current Idaho Department of Labor data estimates over 20,000 projected annual job openings at the supervisory and managerial levels in the hospitality industry, with 2,200 job openings due to growth.

The program provides continued education for community college students. The AAS hospitality programs at LCSC, Idaho State, CSI, and NIC prepare students to start the certificate or continue on to the bachelor's program. Students may also choose the existing Boise State Bachelor of Applied Science. We are initiating articulation agreements with these associate's programs and revising the existing agreements. We will make full use of Idaho LAUNCH as a recruitment tool to build initial capacity and enrollment, and reduce the program's dependence on grant funding over time.

Boise State is accredited by AACSB, which represents the highest standard of achievement for business schools worldwide. These programs are required to maintain highly-qualified teaching faculty and our request includes personnel to maintain current standards. Accreditation also supports high-quality student experiences and career outcomes, which are indicators of program quality.

The funding request is \$779,023. Over three years, 238 students are projected to complete training (after a 15% attrition rate) at a cost of \$3,273/student. By incorporating this certificate and degree emphasis into an existing online program and funding structure, it will be financially sustainable well beyond the funding period.

Question: How will the project change and/or enhance the current landscape of Idaho's talent pipeline/development efforts.

Travel and tourism is Idaho's third-largest industry. Travel and tourism have been economically COVID-immune, as evidenced by this quote in the Idaho Commerce Report: "To say the community of McCall was busy this last year is an understatement. Initially, the city had anticipated a drop in overall travel and lodging tax revenue, however, instead, it found itself up 6% in lodging tax collections, a result of the massive amount of travelers the city saw over the summer." Resort and hospitality industry growth is closely related to local community economic vitality, especially in rural communities. The sustainability and future success of these industries and communities depends on an educated and skilled workforce headed by the next generation of knowledgeable and community-invested business leaders.

Overall, there are 50,547 hospitality businesses in Idaho, with 616,778 employees. In June 2021, one of every ten jobs was unfilled in the hospitality sector, according to data from the U.S. Department of Labor. In Valley County specifically, job postings have increased over 15% in the past three years, and the most valued skills include management, leadership, strategic planning, communication, and sales. The most frequent posted job titles included managerial responsibilities. In Idaho, from Nov 2020 to Nov 2021, the Leisure and Hospitality sector grew 7.5% or 6100 jobs and is projected to add 5,900 jobs between 2021 and 2023, the second largest job increase in any sector.

In Idaho, the high school graduation rate is 90.8% whereas the university/college graduation rate is 27.6%. This program is accessible to students who may not otherwise attend college and is directly aimed at improving their starting position of employment. As the ROHM program emphasis area has three internships included in their course design, it sets the graduates apart from other colleges/universities by providing them with a solid base of practical knowledge in the industry. The average starting salary in hotels and resorts for unskilled workers is \$22,803.00 while the average starting salary for management positions in Hotels and Resorts is \$45,614.55. Offering Idaho residents the opportunity to complete additional education can raise students' household income and career opportunities, and increase the state's college graduation rate and improve community economic development.

Question: What specific skills training will be provided? Include any planned enhancements that will be made to current training.

Curriculum includes foundational knowledge of business functional areas and strategy. The curriculum will focus on practical application of theory and hands-on experience. The curriculum will include the following topics and content.

Management skills training:

- a) Managerial Problem Solving: Apply appropriate analytical methods, as well as knowledge of business functions and a strategic assessment of global, legal, and economic contexts, to effectively address managerial problems and opportunities.
- b) Interpersonal Competence: Demonstrate effective and professional collaboration, communication, and conflict resolution skills for leading, motivating, and influencing others
- c) Responsible Business Practices: Engage in ethical decision-making aligned with sustainable and socially responsible business practices, incorporating a knowledge of diverse cultural norms and legal environments.
- d) Innovation: Employ creative thinking for the development of innovative solutions that open new opportunities for an organization to provide value to its stakeholders

Resort Operations and Hospitality Management skills training:

- a) Train current and future employees to become effective staff, managers, and leaders in the

resort and hospitality industry.

- b) Understand and develop strategies for functional business areas in the hospitality industry.
- c) Apply ethical decision making and implement risk mitigation policies and procedures.
- d) Develop business acumen and teamwork skills through experiential learning opportunities.

Upon completion, students may receive (1) a Certificate in Resort Operations and Hospitality Management (ROHM) or (2) a Bachelor of Business Administration with an Emphasis in Resort Operations and Hospitality Management.

For the certificate, the content outlined above will be packaged into the following courses: Orientation, Accounting, Foundations of Management, Sales and Marketing, Law and Risk Management, and Training and Development. Additionally, multiple internship opportunities are offered.

We have also selected a Bachelor's program to further meet the needs of our industry partners and business communities. The Bachelor's program includes the core ROHM courses listed above as well as a broader range of management and business classes that make up the BBA. From Feb 2021 - Feb 2022, EMSI documented 365 unique job postings in Idaho that required or preferred a degree. Additionally, the growth in the hospitality industry has increased employer need for strategic management and financial acumen in the workforce. A broad foundation in

business management will address the current and future needs of our partners for supervisory and managerial-level employees with skills and knowledge in strategic business.

Question: How will the project accelerate the pathway to a career for individuals being trained.

These programs provide both industry-specific training and a strong foundation in business management. As Idaho's resorts and surrounding business communities grow, these two facets are necessary for individuals to enter the resort and hospitality career pathways. The programs' outcomes were developed in partnership with industry leaders to directly respond to community and business needs.

The AAS hospitality programs at LCSC, Idaho State, CSI, and NIC prepare students to apply to the certificate or the BBA. LCSC provides a Hospitality Management Advanced Technical Certificate though their program is 52 credits (versus 17 - 19) and is not delivered online. Thus, Boise State's program fills a need for students who are currently working, living in rural Idaho, or who want to receive the Certificate in approximately one year part-time versus three years part-time. Students may also choose the existing Boise State Bachelor of Applied Science to transition technical credits to a bachelor's degree program. We are initiating articulation agreements with these associate's programs and revising the existing agreements in the business fields.

The initial courses in the programs prepare students for the day-to-day operations within a business. The more advanced coursework provides students with the opportunity to engage in management-level planning, leading, and problem solving. A key to the program is that the academic skills are combined with experiential learning opportunities via internships. We anticipate that this model will result in full-time employment at internship sites, other facilities seeking to hire skilled employees, or students may enter entrepreneurial pursuits in Idaho communities.

While the Career Services department was recently awarded a grant to support placement of students into work experiences, the focus of this program is solely on the resort and hospitality industries. Due to the number of students anticipated in the program and the multiple opportunities for students to take internships, this program will have a person dedicated to creating those relationships with industry partners to ensure that the program graduates are filling their needs and that students have the opportunity for relevant training.

Currently, IdahoWorks lists approximately 4,200 of current job openings in the resort and hospitality industry which require a Bachelor's Degree, while 3,300 job openings require a Certificate. These numbers indicate that employers are seeking trained and knowledgeable employees.

Question: If training exists in the marketplace, describe why this project better meets employer and/or workforce needs.

While industry training exists within the state, the majority of these programs are associates or two-year degrees focusing on applied skills (e.g., AAS in Culinary Arts at CSI and NIC). These programs are excellent preparatory opportunities for students to join the Boise State programs. Boise State's programs build on available post-secondary markets to combine highly specialized training with broader business acumen.

The AAS hospitality programs at LCSC, Idaho State, CSI, and NIC prepare students for the

certificate or application to the BBA. LCSC provides a Hospitality Management Advanced Technical Certificate though their program is a) 52 credits (versus 17 - 19) and is not delivered online. Thus, Boise State's program fills a need for students who are currently working, living in rural Idaho, or who want to receive the Certificate in approximately one year part-time versus three years part-time. Students may also choose the existing Boise State Bachelor of Applied Science to transition technical credits to a bachelor's degree program. We are initiating articulation agreements with these associate's programs and revising the existing agreements in the business fields.

Furthermore, due to the unprecedented growth of rural resort communities, businesses in these areas need additional competencies in financial planning, management, and strategic growth. Additionally, the ownership of businesses in communities surrounding resort areas is predominately retirement-aged individuals. These communities need an expanded business-minded workforce to follow in succession. Based on discussions with industry partners, there is a clear need for business skills training focused on the resort and hospitality industry.

Question: Who will receive training from this project (examples – general public or current employees) and how will they be recruited?

This program will be open to participants who have earned a high school diploma or equivalent. These individuals may already be employed in the resort or hospitality management industry, or they may be seeking employment in this area. Thus, trainees may be part of the general public, current employees, current Boise State students, or graduates of other programs.

Specifically, this program will be available to the following two primary groups. First, students may choose to pursue the certificate independent of a bachelor's degree program. In this way, the content is available to those who are already engaged in the workforce. This flexibility maximizes the overall utility of the program and provides employable / advanceable skills to all.

Secondly, the program will be available to interested academic degree-seeking students pursuing a bachelor's degree in several degree programs at Boise State University. The Bachelor of Business Administration is the most direct connection; however, the certificate may be added to existing degree programs, such as the Bachelors in Applied Sciences and Bachelors of Interdisciplinary Professional Studies, and in integrated strategic communications, public health, applied science, and interdisciplinary studies.

Boise State University and its industry partners will be joining together to recruit students. Industry partners have expressed they have current employees who they would like to participate in this program. They also foresee adding information in their websites and other materials on this program and would use it to recruit employees who can work and learn simultaneously in the industry. Boise State University will market to potential distance learning students – linking them to employers. It will also develop a pathway for students to start their university studies on-campus, move to working in the resort and hospitality industry while continuing their studies online.

Question: Please describe any credentials that participants will obtain.

Participants will receive a Certificate in Resort Operation and Hospitality Management or a Bachelor of Business Administration in Management with an Emphasis in Resort Operation and Hospitality Management depending on their chosen path.

This workforce development sector grant will provide a high quality, innovative online resort and hospitality management certificate and bachelor's degree program, designed to be accessible to anyone interested in earning the credential.

The certificate program is 17-19 credit hours. It includes accounting, management, training and development, law and risk management, sales and marketing, and several internship opportunities. Upon completion of the certificate, students will be prepared to enter first-line supervisory positions in hotels, resorts, and related hospitality businesses.

The Bachelor of Business Administration with an Emphasis in Resort Operation and Hospitality Management is a 25 credit-hour business core plus 21 industry-focused credits designed to prepare students for strategic management roles. The bachelor's degree facilitates the development of expertise in the management of resorts, hotels, and other hospitality service organizations. Building on the core ROHM classes, this program offers additional courses in creative problem solving, leadership, financial accounting, operations management, marketing, and others that develop a general management perspective in your industry.

Question: Who will provide the training? (Identify the entity that will provide training, the qualifications of the trainer(s), and location of training site.)

Boise State University will be responsible for providing the training, and specifically, the College of Business and Economics (COBE).

The university will develop the content for this certificate. Funding is requested to hire personnel (permanent and adjunct) to offer the content. Boise State University currently offers several courses that can be applied immediately to the certificate and bachelor's degree program.

As COBE is accredited by AACSB (<https://www.aacsb.edu/>), there are certain requirements for qualification of trainers. All instructors must have at least a Master's degree or the equivalent in professional experience while at least 40% will have Ph.D.'s. As our goal is to include our industry partner experts in the development and delivery of the training, we believe that our training will accomplish our goals of academic excellence.

Boise State's well-established online program development process uses a facilitated program design process to assist program faculty members in the creation of an intentional, cohesive course progression with tightly aligned course and program outcomes. A multi-expert development team, which includes an instructional designer, multimedia specialist, and quality assurance, works collaboratively with the faculty member. One master version of each course is developed for consistent look and feel of courses across the program; the master course utilizes a professionally created common template aligned with nationally Quality Matters™ course design standards. In order to provide training in the geographic locations of our industry partners, the training will be delivered in a fully online format. This allows for students to work (part-time or full-time) while studying.

At this time we are working with industry partners to determine how best to utilize their knowledge and skills. Due to the compressed timeline of this program and our need for AACSB accreditation, the courses will likely be developed by Boise State faculty. Once developed, the goal is to have industry experts teach as many courses as is possible (based on AACSB requirements). As we partner with businesses in regards to internships and students, we will be cultivating relationships to gain teaching resources as well.

Question: Where will the training be provided?

The training will be provided in a fully online format which will allow more Idahoans access to this program (internet access will be required). Industry partners have indicated an interest in providing spaces for students to work, learn, and live together and increase the opportunity to interact with visiting faculty. This 'Working and Learning Community' will afford students the opportunity to relate concepts learned in the classroom to their current employment.

Internships will be offered in multiple locations with a strong focus on Idaho's resorts and hospitality businesses. Internships will be managed to ensure that both students and the businesses offering internships gain from the experience. Students require internships that provide them with valuable experiences supporting their education, while businesses need interns who can add value to their current staff. Appendix A illustrates correspondence from multiple employers interested in providing internships in various locations and resort and hospitality businesses across the state. As students are offered the opportunity to take up to three (3) different internships, the program will need to create the availability for a large number of internships. To begin with, the program will need approximately 25 internships available for spring 2023, increasing to 50 internships in summer 2023. After this point, it is estimated that approximately 100 internships per semester will need to be offered. Based on the industry response to date, this number is viewed as highly achievable. Additionally, based on industry response, the students should be able to select an internship that focuses on their interests regarding company type (e.g., resort vs hospitality) and job function (e.g., sales versus accounting).

Question: Please provide a detailed description of why funding is needed for this project?

This grant will help us develop the content and training modules needed to facilitate start-up of this program. During the grant funding period, we will develop a long-term, sustainable Online Program Funding model as described in State Board of Education Policy V.R. Establishment of Fees. Boise State University is highly experienced in the application of policy V.R. and has several established and successful programs linked to this certificate, such as the highly successful Cyber Operations and Resiliency program previously funded by the Workforce Development Council. We are confident that the program will be sustainable long after the grant period.

The Workforce Development Training Fund's (WDTF) goals are focused on increasing the economic mobility of Idahoans through training as well as assisting employers by developing skilled workers. A further goal is to use the funds to serve multiple employers statewide. We believe that this project fulfills these goals and beyond. The support from WDTF for three years will allow this program to achieve critical mass and become self-sufficient.

Question: Will tuition be charged? If yes, please explain.

Yes. Tuition will be assessed at \$350 per credit hour, which is the base rate for fully online undergraduate programs at Boise State University and reviewed annually by the Idaho State Board of Education. There is no out-of-state tuition difference or international student fee difference as this is delivered under the fully online, self-sustaining model. Laptops will be provided to students during the program at no cost to the students. Additional student costs will include textbooks for classes though during the course development process the goal is to keep these costs as low as possible through the use of low-cost or free materials (e.g., Open Educational Resources) and using textbooks in multiple courses across the curriculum.

The costs for the certificate include 16 academic credit hours or \$5,600 plus textbooks and other

materials (approximately \$200) for a total cost of ~\$5,800. We anticipate that there will be paid internships and that these internships will cover the costs of the internship credit hours and allow students to earn beyond the course costs. Students will also be informed of the availability of Idaho LAUNCH funds to assist in paying for the program.

Training Schedule

Provide a quarterly training break-out for year one and year two. For year three show the number of planned NEW participants entering training and number of individuals exiting training for each course of training, for each quarter. Any example is provided on the provided training schedule.

Training Schedule

Question: Please provide an anticipated project start date?

7/15/2021

Question: How many training sessions will be held during the 36 months of the grant?

Approximately 20 training sessions will be held during the 36 months grant period, not including the internships. We are already well along the start-up process, including curriculum development, development of online resources, procurement of equipment & supplies, and marketing and student recruitment. We have received approval from the Idaho State Board of Education to move forward with this program as of February 17th, 2022. The first semester courses will be offered will be Fall, 2022.

Boise State will offer courses in the sequence in flexible, seven-week online sessions (two seven-week sessions in a traditional semester). Students will be able to complete the certificate program in as little as three traditional semesters. Using this sequencing and delivery model, the full program sequence will be offered at least three times over the course of the grant period. We project 238 students will be able to complete the program during the three-year grant.

Question: Please upload Training Schedule form here. A link to the form is provided at the top of this section.

[3. 10449 Sponsor Budget Training Template - ROHM - 4.xlsx](#) (4/19/2022 7:17 PM)

Sustainability

The industry consortium will need to show if and how the project will be sustained past the grant period.

Question: Please describe if and how the project will be sustained past the grant period?

This grant will help us develop the content and training modules needed to facilitate start-up of

this program. During the grant funding period, we will develop a long-term, sustainable Online Program Funding model as described in State Board of Education Policy V.R. Boise State University is highly experienced in the application of policy V.R. and has several established and successful programs that this certificate will connect to. The availability of Idaho LAUNCH funds for students to attend the program will be a valuable recruitment tool to build initial capacity and enrollment, and will help reduce the program's dependence on grant funding. The hospitality industry is one of the focal industries of Idaho LAUNCH and Idaho Works. This program creates a pipeline from education to employment in this industry. By featuring these state-supported resources, we are confident that the program will become sustainable quickly and remain a valued program in the hospitality industry.

Project Outcomes

Grant objectives must have measurable results on an individual participant level. Employees or job candidates should learn new skills that were not previously available and gain enhanced skills that allow them to achieve to a higher earning level.

Question: Number of participants/incumbent workers who will receive classroom training?

280.00

Question: Number of participants/incumbent workers who will complete classroom training?

238.00

Question: Number of participants/incumbent workers who will receive structured on-the-job training?

280.00

Question: Number of participants/incumbent workers who will complete structured on-the-job training?

238.00

Question: Number of individuals attaining some type of recognized credential, including degrees, occupational licenses, industry certifications and/or Idaho SkillStack Badges.

238.00

Question: Average wage for incumbent workers prior to training?

\$22,803.00

Question: Average wage for incumbent workers after training?

\$45,614.55

Question: Number of open enrollment individuals entering training-related employment within 30 days of training completion?

195.00

Budget

The application must provide a detailed budget identifying the direct personnel costs, fringe benefits, equipment cost, facility costs and other identified costs to deliver this training. For each line item on the budget, provide the budget amount, a detailed narrative describing how the line item amount was determined, the necessity of the item to develop/deliver training, and whether the cost is supported by grant funds or partner match (cash or in-kind).

[Budget Sheet](#)

Question: How else have you sought to fund this project?

Additional funding for this project is being sourced from Boise State University and our Industry Partners. Boise State University is providing faculty and staff to support the project, while our industry partners are providing a Live & Learn community opportunity, student support in the form of tuition reimbursement, and subject-matter expertise in regard to specific training needs.

Question: Why do you think WDTF is a good source of funding for this project?

The Workforce Development Training Fund's goals are focused on increasing the economic mobility of Idahoans through training as well as assisting employers by developing skilled workers. A further goal is to use the funds to serve multiple employers statewide. To support these goals, the ROHM program seeks to develop skill sets that benefit Idaho's hospitality industry broadly. Thus, this program will support the continued growth of the hospitality sector. This funding will allow us to accelerate the startup and expansion of the program. The proposed training is fully aligned with the strategic development goals of all stakeholders: the Workforce Development Task Force, Boise State University, and industry partners. Additionally, students can take advantage of IdahoLAUNCH funds to help cover the costs of the program. The current involvement of all parties provides confidence that the program will accomplish its projected outcomes. Due to the design of the program, specifically the use of online course delivery and experiential learning opportunities, students will gain the skills necessary to navigate technology-mediated work environments. The program is focused on the development of managerial skills through training and internships, and the identified needs of employers. Students completing the program will be eligible for managerial positions requiring a bachelor's degree. We show that the investment is approximately \$3,273 per student. Based on our analysis of Idaho Department of Labor wages, the average starting salary for managerial positions in the hospitality sector is \$45,614.55. The differential between the average non-managerial and managerial wages in the Idaho hospitality sector is \$22,811.55, supporting the WDTF goal of increasing wages of Idaho's workforce. An additional WDTF objective is to utilize best practices to support priorities above. To ensure the continued use of best practices in talent development, we have based this emphasis area and certificate on our nationally ranked Bachelor in Business Administration program. Built on our experience with other programs, we

are confident that this program will sustain itself beyond the three-year grant term, and establish a talent pipeline for the Idaho resorts and hospitality industry.

Question: Please download the attached budget. Once completed, upload budget here. A link to the budget is provided above.

[Boise State University ROHM Budget v15rev1.xlsx](#) (4/21/2022 10:23 AM)

Tracking and Reporting

WDTF grant funds must be expended within a 36-month period. Award of funds will require the lead applicant/grant recipient to provide “skill training plans” for each job classification, identification of vendor training, training descriptions, skill attainments and costs. If the consortium provides internal training, the training must be a structured on-the-job training with a specific outline of the training curriculum, skills gained, expected outcomes and details on the effectiveness of the training.

Question: Entity responsible for tracking and reporting.

Boise State University

Question: Contact Person First Name

Karen

Question: Contact Person Last Name

Henry

Question: Job Title

AVP, Office of Sponsored Programs

Question: Contact Phone

2084264420

Question: Email Address

osp@boisestate.edu

Question: Street Address

1910 University Dr

Question: City

Boise

Question: State

ID

Question: Zip Code

83725-1135

Organizational and Fiscal Capacity

The grant recipient – either the lead applicant or the training provider identified above – must have the organizational and fiscal capacity to track funds and safeguard spending.

Question: Please provide a short summary outlining your organizational capacity to complete this project?

Boise State University has the fiscal and organizational capacity to complete this project. The department has dedicated adequate personnel to manage the implementation of this training program and Boise State University has the capacity to support them.

Question: Please describe the grant recipient's accounting structure, job titles, and qualifications of staff responsible for fiscal actions.

The Office of Sponsored Programs (OSP) oversees sponsored project activities at Boise State University. OSP's primary mission is to support the University's sponsored activities by providing exceptional expertise and collaborative service. With a long history of federal, foundation and contractual awards, Boise State has all the resources needed to manage grants, and rank as an R2: Doctoral University – High Research Activity, in the Carnegie Classification. The Carnegie Classification is conducted by an entity outside of Boise State entity and has been the leading framework for recognizing and describing institutional diversity in U.S. higher education for the past four and a half decades. The R2 category includes only institutions that award at least 20 research/scholarship doctoral degrees and had at least \$5 million in total research expenditures (as reported through the National Science Foundation (NSF) Higher Education Research & Development Survey (HERD)). Boise State is a public institution that complies with all State and Federal requirements.

Question: Please provide a statement from the entity's independent auditing firm regarding the entity's most recent fiscal audit to include a statement of any audit findings. The application may be rejected if audit findings exist. Attach signed statement here.

[Moss Adams Letter and Audit Findings.pdf](#) (4/19/2022 7:25 PM)

Terms and Conditions

[Terms and Conditions](#)

Question: I certify I have read the terms and conditions governing the Workforce Development Training Fund grant and agree to comply if awarded a training grant. Click on the link above to view a copy of the terms and conditions.

Yes

No