Opportunity Details

Opportunity Information

Title

Outreach Committee Project

Description

The Workforce Development Council's Outreach Committee reviews and provides funding for proposals that will engage students, educators, and employers on career education, STEM programming, and workforce training opportunities. Proposals should support new projects or the expansion of existing programs.

Funding is provided on a reimbursement basis.

Type of Grant Request
- New Project
- Renewable Project
- Renewable Project with New Funds

Awarding Agency Name

Idaho Workforce Development Council

Agency Contact Name

Sherawn Reberry

Agency Contact Phone

208-488-7564

Agency Contact Email

sherawn.reberry@wdc.idaho.gov

Public Link

https://www.gotomygrants.com/Public/Opportunities/Details/b1b6088a-9c2b-4224-9074-46e69e762dc1

Is Published

Yes

Funding Information

Funding Source Description

Fund Availability
The Council approves an earmark of training funds annually for Outreach Projects. The Outreach committee will follow the proposal procedure to determine awards.

FUNDING PARAMETERS:
Staffing/personnel no more than 20%
- Staffing requests that are above 20% please include additional information outlining the request.

Food and Beverages are typically not allowable

Equipment purchases should not exceed 20% of the total grant amount requested. Equipment includes durable items such as technology, tools, instruments, devices, classroom equipment, and other tangible resources that directly support the proposed project and will remain with the educational organization or learning environment. Equipment purchased through this grant is not intended for individual personal use and must be used to support and sustain the outcome of the grant into the future within the educational setting.
- Equipment requests that are above 20% require additional information outlining the request for the grant review committees consideration.

Match is not required, however, leveraged funds may provide additional points.

Funding Restrictions

Funding is provided on a reimbursement basis.

Award Information

Award Type

Non Competitive

Indirect Costs Allowed

Yes

Indirect Cost Description

Up to 10%

Submission Information

Submission Window

09/01/2026 6:00 AM - 06/30/2027 5:00 PM

Submission Timeline Type

One Time

Submission Timeline Additional Information

Outreach Proposal applications are reviewed quarterly by the Workforce Development Council's Outreach Committee during their quarterly meetings.

All Outreach Project Applications must be received at least thirty days in advance of the next Outreach Committee meeting.

Allow Multiple Applications

Yes

Other Submission Requirements

Proposals
Applicants must provide at a minimum:
• Organizational capacity resume
• Resume or bio for the proposed project manager
• Project timeline
• Project description
• Budget (including in-kind and matching funds)
• Description of how the project increases awareness of career opportunities for Idahoans
• Break down of project audience reach
• Anticipated outcomes
• What metrics and reports will be delivered, and when

Question Submission Information

Question Submission Email Address

sherawn.reberry@wdc.idaho.gov

Eligibility Information

Eligibility Type

Public

Additional Eligibility Information

Eligible applicants include:
• State Agencies

- Educational institutions
- Non-profit organizations, including Out of School organizations
- Employers

Additional Information

Additional Information URL

https://wdc.idaho.gov/grants/#outreach-projects

Award Administration Information

Other Information

CONTRACTUAL TERMS
- Project terms are up to 3 years.
- Data, metrics, and campaign assets may be retained by the Workforce Development Council to share with other partners statewide.

PERFORMANCE METRICS
The return on investment shall be measured by:
- Number reached and/or recruited.
- Engagement:
- Pre-Survey as applicable
- Post-Survey as applicable
- Participant Demographics.
- Alignment to in-demand careers.
- Other metrics identified in initial proposal.

Project Information

Application Information

Application Name

Award Requested

Cash Match Requirement
$0.00

Cash Match Contributions
$0.00

In-Kind Match Requirement
$0.00

In-Kind Match Contributions
$0.00

Total Award Budget
$0.00

Primary Contact Information

Name

Email Address

Address

Phone Number

Project Description

Contact Information

Contact Information

Primary Contact

Primary Contact First Name

Primary Contact Last Name

Primary Contact Email

Primary Organization Name

Primary Organization Address

Primary Organization City

Primary Organization State

Select an item...

Primary Organization Zip Code

Grant Administrator Contact

Administrative Organization Name

Administrator First Name

Administrator Last Name

Signatory / Authorizer

Authorizer First Name

Authorizer Last Name

Authorizer Email

Project Manager

Project Manager First Name

Project Manager Last Name

Project Manager Email

Geographic Information

IWDC Region

- ◯ 1 Northern
- ◯ 2 North Central
- ◯ 3 South Western
- ◯ 4 South Central
- ◯ 5 South Eastern
- ◯ 6 Eastern

Idaho Legislative District

Select an item...

Idaho Legislative District Map

https://legislature.idaho.gov/wp-content/uploads/legislators/District%20Maps.pdf

Outreach Committee Project Proposal

Contact

Entity name

"Doing business as" (If applicable)

Federal Tax ID Number

0

Street address

PO Box (If applicable)

City

State

Zip Code

0

Entity website

Contact's Last name

Contact's First name

Email address

Contact phone

0

Project Information

Project title

Executive Summary, limited to 150 word count.

The Workforce Development Council's Outreach Committee reviews and provides funding for proposals that will engage communities, students, educators, and employers on career education, STEM programming, or workforce training opportunities. Proposals should support new projects or the expansion of existing programs.

Please share how your organization currently engages with your community, including, but not limited to, communities, students, educators, and employers on career education, STEM programming, or workforce training opportunities.

Please remember that these Outreach Grant funds will not supplant the project, but will supplement existing resources.

Please provide a list of partners (specific to this project) and the role they will play in the project. List any additional collaborators and their roles. Specifically highlight connections to industry and career readiness.

Which Idaho communities will you serve (city/town, county, and region)? Highlight if you will reach rural Idahoans.

Project Description

Project/Campaign Timeline

Please provide key phases (specific to this project) and the milestones associated to each phase and how you will measure success?

Identify your target audience and messaging strategy. How many individuals do you expect to reach?

Organizational Capacity Resume

Please attach an organizational resume that demonstrates your organization's capacity to complete this project.

Please attach a resume or bio for the named project person.

Please describe how your organization will support the workload of this project. Include staffing, hours, and other considerations.

Budget

The Outreach Committee encourages applicants to look towards long-term funding outside of the outreach project funds. However, multi-year projects will be considered, and renewal of projects will be accepted depending on how they fit into the Outreach Committee's goals and objectives.

Budget Narrative

How else have you sought to fund this program? List all other funding sources, including grants that you have submitted for this project.

NEW PROJECT: What is your plan for sustaining the project or is this a short-term project? What metrics will show a successful conclusion of the project?

RENEWABLE: Describe why you are asking to renew the project. What metrics will show a successful conclusion of the project?

RENEWABLE WITH CONTINUED FUNDING: How are you planning on sustaining the program after the grant has been expended? What metrics will you share to show a successful conclusion of the project?

Provide a summary of how funds will be used, limit of 150 words.

Outcomes

Entity responsible for tracking and reporting

What is the potential for increasing the awareness of careers for Idahoans?

What is the anticipated reach of the project?

What are the anticipated project outcomes?

What metrics and or reports will be delivered to the committee, and when?

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Travel			
Subtotal	**$0.00**	**$0.00**	**$0.00**
Equipment			
Subtotal	**$0.00**	**$0.00**	**$0.00**
Administrative/Indirect Costs			
Subtotal	**$0.00**	**$0.00**	**$0.00**
Other Costs			
Subtotal	**$0.00**	**$0.00**	**$0.00**
Personnel/Salary			
Subtotal	**$0.00**	**$0.00**	**$0.00**
Supplies and Materials			
Subtotal	**$0.00**	**$0.00**	**$0.00**
Total Proposed Cost	**$0.00**	**$0.00**	**$0.00**

Revenue Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Grant Funding			
Award Requested	$0.00		$0.00
Subtotal	**$0.00**		**$0.00**
Non-Grant Funding			
Cash Match		$0.00	$0.00
In-Kind Match		$0.00	$0.00
Subtotal		**$0.00**	**$0.00**
Total Proposed Revenue	**$0.00**	**$0.00**	**$0.00**

Proposed Budget Detail

Proposed Budget Narrative

Travel

Travel expenses must be called out specifically per WDTF policy, and WDC utilizes the Idaho State Travel Policy guidelines for administration. Please list travel expenses for airfare, mileage, lodging, per diem, conference registrations etc. Other than per diem, food and beverage costs are typically not allowable

Equipment

Equipment purchases should not exceed 20% of the total grant amount requested. Equipment includes durable items such as technology, tools, instruments, devices, classroom equipment, and other tangible resources that directly support the proposed project and will remain with the educational organization or learning environment. Equipment purchased through this grant is not intended for individual personal use and must be used to support and sustain the outcome of the grant into the future within the educational setting. Equipment requests that are above 20% require additional information outlining the request for the grant review committees consideration.

Administrative/Indirect Costs

Up to 10%

Other Costs

Allowable project costs otherwise not included in other budget categories.

Personnel/Salary

Staffing/personnel no more than 20%. Staffing requests that are above 20% please include additional information outlining the request.

Supplies and Materials

List any supplies and materials for the project. These items include classroom materials, curriculum and other training materials, training and classroom supplies, administrative supplies etc.