

NYC Workforce Development Fund at The Trust

New York City Workforce Development Fund INVITATION ONLY APPLICATION

Proposals must be received no later than 5 p.m. EST on June 25, 2024

Overview and Eligibility

The New York City Workforce Development Fund (the Fund) was established in 2001 in The New York Community Trust to promote robust, coherent, and effective workforce development systems to enable all New Yorkers to engage in high quality work. Currently, 12 foundations and corporate philanthropies participate: Altman Foundation, Capital One, CD&R Foundation, Deutsche Bank Americas Foundation, Ira W. DeCamp Foundation, Robin Hood Foundation, Siegel Family Endowment, Solon E. Summerfield Foundation, The New York Community Trust, The Carroll and Milton Petrie Foundation, The Pinkerton Foundation, and The Harry and Jeanette Weinberg Foundation. The Fund has long sought to improve New York City's public workforce, education, and training providers' ability to connect low-income New Yorkers to high quality jobs.

The Fund is pleased to invite Letters of Interest from the following workforce development intermediaries and coalitions:

- Bring Up Minimum Pay (BUMP) Campaign
- Human Services Council's #Just Pay Campaign
- JobsFirstNYC
- New York Association of Training and Employment Professionals
- New York City Education and Training Coalition
- New York Community Colleges Energy Equity Consortium
- New York Early Education Professional Development Institute
- PHI
- Project Renewal's Social Assistance Business Advisory Committee
- Workforce Professionals Training Institute

Grantmaking Focus

The Fund recognizes the role intermediaries play in strengthening New York City's workforce development systems and programs. Through this Request for Letters of Interest, the Fund seeks proposals aligned with one or more of the following goals:

1. Increase the impact and sustainability of multiple organizations with the goal of improving the ability of workforce providers to connect low-income New Yorkers to high-quality jobs.

2. Prepare the field for new, high-quality occupations, including green jobs by:
 - a. Developing new or revising existing training pathways; or
 - b. Securing new State or federal funds for New York City to address infrastructure and green economy funding gaps and opportunities through:
 - i. Project planning
 - ii. Partnership development
 - iii. Proposal development
 - iv. Project implementation
3. Address income inequality, especially for very low wage workers, including the human services workforce.
4. Help the workforce sector adapt to and utilize Artificial Intelligence in support of low-income jobs seekers.

The Fund does not support lobbying activities.

Submission Materials

Invitees may submit *two* Letters of Interest. (Please note: the Fund is unlikely to award more than one grant per organization.)

Each submission must include:

1. A narrative, no more than 4 pages in length, including:
 - a. Organization(s) involved;
 - b. Summary of lead organization's mission, history, and record of accomplishment;
 - c. Description of proposed project, major project activities, and project goals;
 - d. Description of intended systemic or structural improvements;
 - e. Description of project milestones;
 - f. Plan for measuring and evaluating outcomes;
 - g. Plan for sustaining the project beyond the grant period; and
 - h. Project budget listing personnel, program, and administrative expenses and sources of revenue, including foundation, government, and corporate funders. Please specify the amount of each revenue source and whether each grant award or funding commitment is secured or pending.
2. Current organizational budget (2024).

Review Criteria

1. Project proposals will be evaluated on a competitive basis using the following criteria:
 - a. Clarity of project description;
 - b. Likelihood of achieving systemic improvements in the workforce sector;
 - c. Alignment with the Fund’s mission and the grantmaking goals described above.
2. Grants will range from \$75,000 to \$250,000 for 12- to 18-months for projects beginning in November 2024.
3. Awards may vary from what is requested and a submission does not guarantee funding.
4. Applicants may be asked to provide additional information.

Submission Process

Combine the narrative and budget described in the Submission Materials section into a single PDF no more than 25 MB. Save the file using the naming format “Organization Name.pdf”. *Multiple LOIs must be combined into a single document.*

- On The New York Community Trust’s grants portal, complete the LOI form for the New York City Workforce Development Fund (Invitation Only) LOI and upload your PDF. Applicants may access the grants portal here: <https://proposals.nycommunitytrust.org/Home/ThreeChoices>.
- Applications must be uploaded by 5 p.m. ET on Friday, June 25, 2024. Grant decisions will be announced in Fall 2024.
- Please direct all questions to Judith Smith, manager of the New York City Workforce Development Fund (jms@nyct-cfi.org).