

**Department of Labor and Workforce Development
Tennessee Economic Recovery Training Grant**

<i>Required Information</i>		Yes	No
1.	Does application contain original signatures and dates throughout		
2.	Minimum 1 year in business		
3.	Required for profit		
4.	Shows grant request amount		
5.	Complies with \$100,000 cap		
6.	Demonstrates employer match		
7.	Minimum of 5 FT employees		
8.	Budget calculations correct		

<i>Required Information</i>		Yes	No
9.	Trainees' names		
10.	Current on all Tennessee taxes		
11.	Federal ID# shown		
12.	TN sales Tax # shown (If applicable)		
13.	UI ID# shown		
14.	NAICS code shown		
15.	Number of training hours		
16.	Cost of instruction/training		
17.	Training provider information		
18.	Actual start and end dates		

If answered "Yes" award 25 points and continue evaluation process

<i>Desired Outcome</i>	Value	Score
19.	Prevent relocation	5
20.	Will save jobs	5
21.	Will create new jobs	5
22.	Will improve short term wages	5
23.	Will improve long term wages	5
24.	Will result in certification	5
25.	Train in a demand occupation	5
26.	Skills upgrade	5
27.	Assist in training minorities	2
28.	Assist persons with disabilities	2
29.	Assist in training veterans	2
30.	Training results in a high probability of lay-off avoidance.	5
Total		51

<i>Needs Assessment</i>	Value	Score
Provide a detailed explanation as to why you need the proposed training and how it will accomplish the stated desired outcomes.	25	
<i>Training Plan</i>	Value	Score
Provide a detailed training plan that includes actual start a completion date type of training, training provider, #full time employees to be trained, total # of instruction/training, etc	25	
Total	50	

<i>Special points</i>	Value	Score
Utilize local Career Center services	5	
Utilize LWIA to develop training plan	5	
Two or more training provider cost estimates (If applicable)	5	
Total	15	

Proposal must score at least 100 before LWIA recommendation for State approval.

Evaluation Score	Value	Score
Required Information	25	
Desired Outcome	46	
Training Plan	25	
Needs Assessment	25	
Special Points	15	
Total Possible Score	141	

Reviewer Signature

Date