

Department of Community Colleges and Workforce Development	Number: 589-10.18
	Effective Date: 09/09/10
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SUBJECT: Department of Labor/Employment and Training Administration State Energy Sector Partnership (SESP) and Training Grant Policy	Approved: 

Purpose: To establish policies and procedures for the implementation of the State Energy Sector Partnership (SESP) – Training Funding. CFDA 17.275.

References: DOL/ETA/[SGA/DFA PY-08-20](#): High Growth and Emerging Industries (HGEI)
[29 CFR Part 29,30,31-36,93,95,96,97,98,99](#)
OMB circulars [A-110](#); [A-122](#); [A-133](#), [A-21](#), [A-87](#)
DOL [TEGL 24-08](#)
CCWD/DOL Agreement #: GJ-19964-10-60-A-41
CCWD WIA IB Policy [589-10.12](#)
[20 CFR Part 1010](#) (Veteran's priority)

PL 111-5, 110-140, 105-220

Definitions: The SESP project is funded by the American Recovery and Reinvestment Act (ARRA) of 2009 through the Department of Labor/Employment and Training Administration (DOL/ETA). The Green Jobs Council (GJC) of the Oregon Workforce Investment Board (OWIB) will act as the SESP for the project and Oregon's seven Local Workforce Investment Boards (LWIBS), as subgrantees, will implement the projects.

Policy: US Department of Labor / Employment and Training Administration (DOL/ETA) funds are limited to the following:

1. Providing job, specialized skill training and related educational opportunities to assist [eligible](#) workers (including veterans, unemployed, low income, youth, individuals with a criminal record & incumbent workers) in gaining the skill and competency needed to obtain or upgrade skills or credentials essential to employment in the emerging green economy. Targeted emerging industries include and are limited to renewable energy industries including occupations which have long term demand, offer the potential for high wage, career pathway jobs, and support local sourcing and innovation. Target Industries are renewable energy: Solar, Wind, Green Building Practices, Advanced Drive Train and Energy Efficient Vehicles: Electric vehicles and Supply Chain Manufacturing.
2. Undertaking efforts that lead participants to energy-sector job placements with appropriate retention and follow-up activities while simultaneously leveraging other Recovery Act investments intended to create jobs and promote economic growth.
3. Except as equipment may be [specifically referenced](#) in, and as provided for in this Grant, subgrantee may not otherwise use funds provided under this Grant to purchase equipment, as defined in 29 CFR 97.3, and of any value, without prior written approval of CCWD. "Equipment" means any tangible, non-expendable personal property, having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

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4. Sub grantee must request and receive prior approval from Agency's Grant Coordinator for the purchase and/or lease of any equipment with a per unit acquisition cost of \$5,000 or more, and a useful life of more than one year. The request shall include a detailed description of equipment to be purchased under this Grant. Agency will then make the request to the assigned USDOL/ETA Program Officer.
5. DOL's Recovery Act Data (RAD) system is to be used for participant data input and tracking.

ARRA and SESP funds are subject to the Uniform Administrative Requirements and rules applicable to all federal revenues used to fund grant activities, and are limited to the uses authorized above.

Procedures:

- Subgrantees:
1. Provide quarterly expenditure and narrative reports of SESP funded activities in accordance with established CCWD policies, procedures and contracts. These are in addition to other established ARRA reporting requirements.
 2. Comply with established CCWD fiscal policies related to ARRA funded activities and also make use of the mandated Recovery Act Data (RAD) system for participant information collection, tracking and reporting.
 3. Comply with CCWD WIA IB Policy [589-10.04](#), regarding cash draw requirements.