Leverage for DOL Grants
CPIF (formerly CBJT)

Leverage and match are two different animals, although the federal government and some others may use the terms interchangeably. With this grant, Career Pathways Innovation Fund (CPIF) – based on the former Community Based Job Training (CBJT) Grants, the terminology is focused on leverage.

Leverage gives great latitude to the applicant to determine what you’ll use to show you’ve committed “skin” to the game. And, it’s pretty easy to get to lofty percentages with leverage, i.e. $ Leverage/$ Federal Requested Budget.

Think about using anything that will contribute to the success of your targeted workforce development grant. What will help you succeed? What will help you hit your numbers (your metrics of effectiveness)? What will contribute to your future, continued, sustained workforce development?

Overall, DOLETA is looking for your project to “... bring together all the key players in a region to leverage their collective public and private sector assets and resources, and to devise strategies that focus on infrastructure, investment, and talent development.”

Think in terms of dollars from myriad sources that support your design, development, and implementation of your program:

- State grants
- Federal grants: leveraged from your secured grants or from other organizations’ resources secured through federal grants
- Quantified time for SMEs (Subject Matter Experts): partner budgets
- Professional development: partner budgets for continual training
- Tuition: Pell Grants; WIA resources, including ITAs and CAAs; and employer tuition reimbursement.
- Indirect costs (partial %): if you’d like to absorb some of these costs (for example, if your indirect rate is 24%, charge 10% to federal budget and leverage 14%)
- Cash: always is king
- Equipment donations: from partners who will benefit from employable workers
- Staff time: to implement project w/o getting paid through federal monies
- General support: from, say, K-12 districts or area businesses who agree to promote your project and help recruit

This is not an exhaustive list. Brainstorm with your partners: What can each partner contribute? Think about time, talent, treasures....

Leverage is about depth, breadth, and overall quality in support of the project: The DOLETA does NOT want to be the sole source of funding and support of these projects.

Leverage existing resources: “... applicants are encouraged to align and leverage their proposed capacity building activities with existing curricula, competency models and other frameworks developed by existing HGJTI and CBJT grantees.”

All partners should contribute something: “Projects funded through CBJTGs should leverage resources from key entities in the strategic partnership. Leveraging resources in the context of
strategic partnerships accomplishes three goals: (1) It allows for the strategic pursuit of resources; (2) it increases stakeholder investment in the project at all levels including design and implementation phases; and (3) it broadens the impact of the project itself.

“Leveraged resources include both Federal and non-Federal funds and may come from many sources. Applicants are required to leverage WIA training resources to support their project, and encouraged to leverage other types of WIA funding at the state and local level into their proposed project. Integrating WIA funds ensures that the full spectrum of assets available from the workforce system is leveraged to support capacity building and training activities. The wide variety of WIA programs and activities provide both breadth and depth to the proposed solution offered to both businesses and individuals. The use of WIA funds also serves to embed the solutions-based approach into the local or regional workforce investment system, which strengthens the system’s ability to become more demand-driven. Applicants must demonstrate the integration of WIA training resources into grant activities, such as covering tuition costs for eligible new or incumbent workers. Examples of WIA training resources include Individual Training Accounts (ITAs), customized training, and Career Advancement Accounts (CAAs). ITAs are training funds that can be used by individuals who have been determined eligible by their local One-Stop Career Center(s) to receive WIA funded training. Customized training, defined at 20 CFR 663.715, is designed to meet the special requirements of an employer; is conducted with a commitment by the employer to employ, or continue to employ, an individual on successful completion of the training; and has the employer providing not less than 50% of the cost of the training (if employer contributions are provided toward the costs of customized training in support of grant activities, non-wage portions of these contributions may be considered leveraged resources). CAAs are self-managed accounts that are currently being piloted in eight states: Georgia, Indiana, Michigan, Minnesota, Missouri, Ohio, Pennsylvania, and Wyoming. Under the demonstrations, an individual would apply for a CAA at a One-Stop Career Center that would enable the individual to gain the education and training needed to successfully enter, navigate, and advance in 21st century jobs.

Other key sources of leveraged resources may be businesses, faith-based and community organizations, economic development entities, education systems, and philanthropic foundations, which often invest resources to support workforce development. Other Federal, state, and local government programs may have resources available that can be integrated into the proposed project. Examples of such programs include other Department of Labor programs such as registered apprenticeship, as well as non-DOL One-Stop partner programs such as Vocational Rehabilitation, Adult Education, and Department of Education Pell Grants.

Faith-based and community organizations also may provide resources such as supportive services, mentoring, tutoring, and volunteers—all of which are important for grantees to leverage when assisting certain individuals targeted by these funds.

When leveraging resources, please include the following information in the budget narrative and Part II of the application, as applicable: (1) The total amount leveraged from Federal sources; (2) the total amount leveraged from non-Federal sources; (3) the partners contributing the resources; and (4) the projected activities, broken out by the source of the leveraged resource (Federal or non-Federal), to be implemented utilizing these resources. Applicants should note that, as ETA evaluates proposals, the quality of the leveraged resources contributed will be evaluated, rather than the specific amount of resources contributed.

**Important Note:** Leveraged resources should not be listed on the SF 424 or SF 424A Budget Information Form, but should be described in the budget narrative and in Part II of the proposal.
Letters of Commitment Must Include Leverage Detail: The applicant must identify the partners by organizational name and category, explain the meaningful role each partner will play in the project, and document the resources leveraged from each partner.