

### A. General Objectives

The Wyoming Workforce Development Council (WWDC) would like to continue to support Wyoming's Next Generation Sector Partnerships by providing resources in addition to the consultative and technical assistance. The NextGen Support Grants are intended to support the sustainability and growth of Next Generation Sector Partnerships.

### B. Eligible Applicants

The WWDC is offering a grant to Next Generation Sector Partnerships that have launched and are actively implementing the Next Generation Sector Partnership model described in the [toolkit](#).

The Next Gen Sector Partnership convener is the lead applicant and the fiscal agent may be a community-based non-profit, a state entity, an economic development organization, or another government agency.

### C. Grant Opportunity Details

#### *Funding source*

The funding source is the Workforce Innovation & Opportunity Act (WIOA) allowable activity funds. The grant will be awarded through the State of Wyoming Department of Workforce Services as the fiscal agent for the Wyoming Workforce Development Council.

#### *Funding Opportunity*

All eligible Next Generation Sector Partnerships have an opportunity to apply for up to \$25,000 to support partnership initiatives with a 10% in-kind (including goods, services, and time) or cash match which may come from businesses, local nonprofit organizations, and foundations. Cash investments may not be state or federal dollars.

Grant funding may be used on a reimbursement basis for:

- Personnel costs for a project manager or administrative staff;
- Materials and supplies for program operations;
- Program outreach and recruitment;
- Travel to include: lodging, mileage (based on State per mile allowance), airfare, local tour bus rental, etc. for work-based learning events, trainings, and meeting support, or travel to National Next Gen events;
- Professional services to include conference speakers, conveners, facilitators, etc.;
- Rental fees for facilities.

Grant funding may not be used for:

- Food and beverages;
- Participant supplies;
- Branding and marketing projects, including website development;
- Indirect administrative costs;
- Politically related activities;
- Entertainment;
- Fines and penalties;

## Next Gen Support Grants

- Donations;
- Fundraising activities;
- Individual memberships and subscriptions;

Funding is intended to support and encourage sustainability and growth of established Next Generation Sector Partnerships. Funding will be paid out to the fiscal agent. Grant funding should be reasonable and necessary for implementing priorities of Next Gen Sector Partnerships identified by businesses leading the partnership(s).

### Reporting:

1. Invoice(s) to include tracking of cash or in-kind contributions;
2. Success metrics tied to the Action Plan and/or Sustainability Plan; and
3. Submission of your partnership's best practices.

### D. Application

Applications must be completed and delivered to: [jennifer.wilch@wyo.gov](mailto:jennifer.wilch@wyo.gov).

<b>Next Gen Sector Partnership Name:</b>	Southwest Wyoming Manufacturing Partnership
<b>Region</b> (listed on <a href="http://wyowdc.wyo.gov/next-gen/">wyowdc.wyo.gov/next-gen/</a> ):	Sweetwater/Uinta/Lincoln/Sublette/Carbon Counties
<b>Grant funding requested:</b>	\$15,000.00
<b>Cash or In-kind Source:</b>	Rocky Mountain Power
<b>Cash or In-kind Amount:</b>	\$1,500.00
<b>Submitting Convener Information</b>	
Name:	Joe Olivas
Title:	President
Organization:	Southwest Wyoming Manufacturing Partnership
Address:	1993 Dewar Drive Suite 264
Email Address:	<a href="mailto:joe@olivasventures.com">joe@olivasventures.com</a>
Phone:	307-871-3871
<b>Public and community partners Business Chair</b>	
Name:	Joe Olivas
Title:	President
Organization:	Southwest Wyoming Manufacturing Partnership
Phone:	307-871-3871
<b>Workforce representative</b>	
Name:	Katie Mullen
Title:	Workforce Specialist/Business Rep
Organization:	Department of Workforce Services
Phone:	307-352-2608
<b>Postsecondary education &amp; training</b>	
Name:	Crystal Reyes
Title:	Director of Workforce Development
Organization:	Western Wyoming Community College



	<h1>Next Gen Support Grants</h1>
--	----------------------------------

Phone:	307-872-1315
<b>K 12 education</b>	
Name:	Craig Barringer
Title:	Superintendent
Organization:	Sweetwater County School District
Phone:	307-872-5501
<b>Community based organization</b>	
Name:	Kristy Kauppi
Title:	Sweetwater County Program Director
Organization:	Climb Wyoming
Phone:	307-382-0771
<b>Economic development</b>	
Name:	Kayla McDonald
Title:	Economic Development Specialist
Organization:	Sweetwater Economic Development Coalition
Phone:	307-872-3925

Submit a partnership letter signed by at least three business chairs/champions, workforce, education, economic development and other key community partners. The letter must demonstrate a collective commitment to industry/business identified priorities.

Please submit your current Action Plan and/or Sustainability Plan with your application.  
The partnership agrees to attend monthly peer calls and the Wyoming Next Generation Sector Partnership Academy.

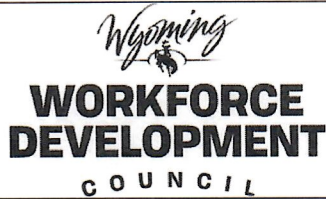
Please provide a project description to include how the project relates to the Action Plan and/or Sustainability Plan. (May attach up to 1 page)

See Attachment 1 - Action/Sustainability Plan  
See Attachment 2 - Project Narrative

## Budget

In the budget table below provide the estimated amounts for each activity. Additional rows may be added.  
(Grant funding may not be used for: Food and beverages; Participant supplies; Branding and marketing projects, including website development; Indirect administrative costs; Politically related activities; Entertainment; Fines and penalties; Donations; Fundraising activities; Individual memberships and subscriptions.)

<b>Budget</b>	
Personnel	\$4,000.00
Supplies	
Outreach and recruitment	\$3,500.00
Travel	\$3,500.00
Rental Fee for Facilities	
Professional services	\$4,000.00
Total	\$15,000.00
In-Kind or Cash	\$1,500.00



## Next Gen Support Grants

### Total Amount Requested

*Grant funding may be used on a reimbursement basis for: Personnel costs for a project manager or administrative staff; Materials and supplies for program operations; Program outreach and recruitment; Travel to include: lodging, mileage (based on State per mile allowance), airfare, local tour bus rental, etc. for work-based learning events, trainings, and meeting support or travel to National Next Gen events; Professional services to include conference speakers, conveners, facilitators, etc.; Rental fees for facilities.*

### Budget Narrative

Provide a brief budget narrative to describe how you will use the funds. Please discuss the in kind or cash contributions in detail. *(May attach up to 1 page)*

See Attachment 3 - Budget Narrative

### Fiscal Agent and Signatory

This Grant opportunity is federally funded, in whole or in part, and all subrecipients shall comply with the Office of Management and Budget ("OMB") Uniform Guidance procurement regulations located in 2 CFR Part 200.

Applicants are strongly encouraged to review the federal procurement regulations.

By applying and signing below, you are certifying that your entity as a subrecipient will comply with the regulations in 2 CFR Part 200.

Fiscal Agent Legal Name

*(As filed with the Wyoming Secretary of State)*

Southwest Wyoming Manufacturing Partners

Name of person legally authorized to bind the Fiscal Agent

Joe Olivas

Title of person legally authorized to bind the Fiscal Agent

President

Signature of person legally authorized to bind the Fiscal Agent

A handwritten signature in blue ink, appearing to read "Joe Olivas", written over a white background.



**Request for Taxpayer  
Identification Number and Certification**

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
requester. Do not  
send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<b>1</b> Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) <b>Southwest Wyoming Manufacturing Partners</b>	
	<b>2</b> Business name/disregarded entity name, if different from above. <b>DBA Southwest Wyoming Manufacturing Partnership</b>	
	<b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . . <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) <b>501(c)(3) Nonprofit</b>	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) <b>1</b>  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)
	<b>3b</b> If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>  (Applies to accounts maintained outside the United States.)	
	<b>5</b> Address (number, street, and apt. or suite no.). See instructions. <b>1993 Dewar Drive Suite 264</b>	<b>Requester's name and address (optional)</b>
<b>6</b> City, state, and ZIP code <b>Rock Springs, WY 82901</b>		
<b>7</b> List account number(s) here (optional)		

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

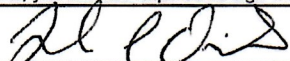
<b>Social security number</b>								
			-					
or								
<b>Employer identification number</b>								
3	3	-	2	2	7	8	6	4

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person 	Date <b>12/9/2024</b>
------------------	--	-----------------------

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**What's New**

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they





April 02, 2025

## **Attachment 1 – Action Plan and Sustainability Plan**

The Southwest Wyoming Manufacturing Partnership (SWMP) aims to connect high school students across Southwest Wyoming to Career and Technical Education (CTE) pathways that lead to high-demand manufacturing careers. This initiative aligns directly with our Next Gen sector partnership model and addresses the growing need for a skilled workforce in our region.

Our Action Plan includes at least five student-focused outreach activities during the 2025–26 school year, targeting classrooms, after-school clubs, and parent engagement events. These events will center around career exploration and awareness, featuring industry professionals who will present on job opportunities, salary expectations, educational pathways, and real-world success stories from local alumni.

As Wyoming’s business and industry sectors continue to struggle with identifying skilled labor, SWMP’s strategy focuses on early recruitment and career education. By engaging students through career fairs, guest speakers, and hands-on exposure, we are helping students form clear career goals and enabling them to make informed decisions about postsecondary education and career training.

Our Sustainability Plan is rooted in long-term collaboration with industry partners, workforce agencies, and education institutions. Western Wyoming Community College will help track outcomes by monitoring CTE dual/concurrent enrollment and postsecondary matriculation into manufacturing programs. Western has a strong record of sustaining impactful, grant-funded initiatives and will support data continuity beyond the grant period.

As a newly established 501(c)(3) nonprofit, SWMP is uniquely positioned to sustain and expand these efforts through diversified funding streams, public-private partnerships, and community-based support. The SWMP Executive Director will continue to coordinate and promote outreach efforts, facilitate regional collaboration, and ensure alignment between workforce trends, instructional technologies, and evolving industry needs.

This combined approach ensures long-term viability, growth of the regional talent pipeline, and measurable progress in workforce readiness across Southwest Wyoming.





April 02, 2025

## **Attachment 2 – Project Narrative**

Wyoming's business and industry sectors continue to face persistent challenges in identifying and hiring skilled labor. The Southwest Wyoming Manufacturing Partnership (SWMP), a newly established 501(c)(3) nonprofit, is addressing this workforce gap by actively engaging high school students in career awareness and exploration tied to high-demand manufacturing pathways.

During the 2025–26 school year, SWMP will implement a series of at least five student-focused outreach activities in high schools across Southwest Wyoming. These events—held during classroom time, after-school programs, and parent engagement settings—will expose students to real-world career opportunities through guest speakers, industry panels, and career fairs. SWMP will also host Manufacturing Day (MFG Day), featuring a motivational keynote speaker to energize student interest across the region.

Business and industry leaders will share firsthand information about job roles, expected salaries, growth potential, and required education or training. This real-time exposure will help students build a clear vision of potential careers and better understand the pathways to achieve them. By supporting students in setting early goals, this effort improves the likelihood of on-time program completion and long-term career success.

The project will be led by SWMP's Executive Board and coordinated by the Executive Director, in partnership with regional employers, educators, and community organizations. In alignment with the NextGen sector partnership model, this initiative will build a sustainable talent pipeline that meets the evolving demands of Southwest Wyoming's industrial economy.

Evaluation measures will include:

- Number of career awareness events hosted in 2025–26
- Participation rates across schools and student demographics
- Comparison of enrollment in dual/concurrent manufacturing-related classes at Western Wyoming Community College in Fall 2025 vs. Fall 2026
- Comparison of first-time freshmen entering Western's manufacturing programs in Fall 2025 vs. Fall 2026
- Analysis of outreach reach and engagement metrics

SWMP is committed to building a strong, sustained partnership with Southwest Wyoming's high schools and workforce stakeholders. By connecting students with timely, relevant information and clear career pathways, this project will help ensure the next generation is equipped to meet the region's most pressing workforce needs.



April 02, 2025

### **Attachment 3 – Budget Narrative**

The Southwest Wyoming Manufacturing Partnership (SWMP), a newly established 501(c)(3) nonprofit, is requesting funding to implement high-impact career awareness and exploration activities for high school students across the region during the 2025–26 school year. While the request exceeds the standard \$5,000 grant amount, the geographic scope of Southwest Wyoming spans over 22,000 square miles, making it essential to invest additional resources to effectively serve students in all districts.

#### **Personnel (\$4,000):**

Funding will support administrative personnel who will coordinate and facilitate student outreach and career awareness activities. These hours will be worked outside of regular duties and are estimated at a maximum of 160 hours at \$25/hour, including fringe benefits. One to two individuals may share these responsibilities.

#### **Outreach and Recruitment (\$3,500):**

This includes newsletter creation and dissemination, social media marketing (boosted posts), and web-based promotional campaigns targeting high school students and families. All outreach materials will include the required Stevens Amendment disclaimer, and Department of Workforce Services (DWS) staff will be invited to participate in all outreach events to highlight WIOA youth services.

#### **Travel (\$3,500):**

Mileage reimbursement at the current state rate (\$0.70/mile) will support travel for SWMP members and employer partners visiting high schools and outreach sites across the region. Funds will also cover student and educator transportation to employer facilities for work-based learning opportunities.

#### **Professional Services (\$4,000):**

To celebrate Manufacturing Day (MFG Day) in October, SWMP will secure a motivational keynote speaker to engage and inspire participating students. This regional event will bring together students from across Southwest Wyoming. DWS will have a dedicated presence to promote available youth services during the event.

#### **Supplies / Facility Rentals:**

N/A – no physical materials or rental fees are anticipated at this time.

#### **In-Kind and Cash Contributions (\$1,500):**

Rocky Mountain Power will provide a \$1,500 cash contribution to support SWMP's outreach and recruitment efforts. Additional in-kind contributions from SWMP members (e.g., staff time, facilities, logistics) are anticipated but not monetized in this proposal.

**Total Budget Request: \$15,000**

**Confirmed In-Kind Cash Match: \$1,500**

This investment will directly support outreach to hundreds of students across a multi-county region and significantly advance the development of a robust, student-centered manufacturing talent pipeline for Southwest Wyoming.





April 02, 2025

Ms. Jennifer Wilch, CFE, CPM  
WWDC Liaison  
Wyoming Department of Workforce Services  
5221 Yellowstone Rd  
Cheyenne, WY 82002

Dear Ms. Wilch,

The Southwest Wyoming Manufacturing Partnership (SWMP), a 501(c)(3) nonprofit, has supported manufacturing excellence and workforce development since 2018. Representing companies of all sizes—including national and international employers—SWMP works across Uinta, Sublette, Lincoln, Sweetwater, and Carbon counties to strengthen the regional economy.

As a Next Gen sector partnership, SWMP is excited to apply for funding to expand career awareness and exploration efforts in regional high schools. We are committed to collaborating with educators to ensure students are informed and prepared for high-demand careers in manufacturing.

With this grant, SWMP will host career fairs, provide industry guest speakers in classrooms, bring in a motivational keynote for Manufacturing Day, and promote dual/concurrent enrollment programs with Western Wyoming Community College. These efforts will expose students to local career paths and help build a skilled talent pipeline across our region.

This project aligns with our mission: raising awareness of career opportunities, aligning training with industry needs, and tracking student outcomes to measure success. We look forward to continuing our work to bridge education and industry for the benefit of Wyoming's future workforce.

As a 501(c)(3) with a formal Executive Board and strong community partnerships, SWMP is well-positioned to implement and sustain this effort. Our leadership team includes representatives from industry, education, and workforce agencies—ensuring the program reflects real employer needs and delivers measurable impact.

Sincerely,

Joe Olivas

President

Southwest Wyoming Manufacturing Partnership

Ron Wild

Rocky Mountain Power &

Executive Leadership Team Member, SWMP



April 2, 2025

Wyoming Workforce Development Council

Attn: Ms. Laurie Knowlton

Dear Ms. Laurie Knowlton:

Western Wyoming Community College (Western) believes every student needs a skill. Our mission is to develop, through our curriculum, responsible and productive citizens who are prepared for lifelong learning. To accomplish our mission, we will ensure students have the skills, knowledge, and ability to enter directly into the workforce. In addition, we will work cooperatively with communities, businesses, families, and schools to maximize education opportunities and support. For this reason, we have pledged our commitment and support to the Southwest Wyoming Manufacturing Partnership (SWMP) grant application for funding through the Next Gen Support grant.

Western is an active member of the SWMP executive board, and we will work together with our industry partners to help build the interest with students in the middle/high schools to understand the opportunities available within career and technical education (CTE). As an educational institution, we value CTE and the high-growth, high-wage, and high-demand occupations.

Our commitment to the SWMP Next Gen grant application is to be an active partner in the marketing and recruitment efforts of students, educate the parents and counselors at the middle/high schools, and work together with the industry partners to generate a skilled workforce. This is a great opportunity for the middle/high schools in our area, and we will do what it takes to educate students to enter into the workforce as a skilled, qualified worker. With the current workforce shortage, it is absolutely critical to our industry partners to work together to ensure a pipeline of a skilled workforce.

We value the partnership we have with SWMP, and we look forward to helping shape the future generation of CTE students in Southwest Wyoming. With that said, it is only fitting for Western to give back and support our Next Gen partnership in our area by making our future workforce aware of the opportunities in manufacturing and to develop a talent pool. SWMP has our full support of their application, and we look forward to working with them on their project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kirk Young', with a long, sweeping horizontal line extending from the end of the signature.

Dr. Kirk Young, Ph.D.  
President

*Enter With Passion, Leave With Purpose.*