

### 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;



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- 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>	
<b>Region</b> (listed on <a href="http://wyowdc.wyo.gov/next-gen/">wyowdc.wyo.gov/next-gen/</a> ):	
<b>Grant funding requested:</b>	\$
<b>Cash or In-kind Source:</b>	
<b>Cash or In-kind Amount:</b>	\$
<b>Submitting Convener Information</b>	
Name:	
Title:	
Organization:	
Address:	
Email Address:	
Phone:	
<b>Public and community partners</b>	
<b>Business Chair</b>	
Name:	
Title:	
Organization:	
Phone:	
<b>Workforce representative</b>	
Name:	
Title:	
Organization:	
Phone:	
<b>Postsecondary education &amp; training</b>	
Name:	
Title:	
Organization:	



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	Phone:
<b>K 12 education</b>	
	Name:
	Title:
	Organization:
	Phone:
<b>Community based organization</b>	
	Name:
	Title:
	Organization:
	Phone:
<b>Economic development</b>	
	Name:
	Title:
	Organization:
	Phone:

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)

### 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.)*

Budget	
Personnel	
Supplies	
Outreach and recruitment	
Travel	
Rental Fee for Facilities	
Professional services	
Total	
In-Kind or Cash	



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### 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)

### 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)*

Name of person legally authorized to bind the Fiscal Agent

Title of person legally authorized to bind the Fiscal Agent

Signature of person legally authorized to bind the Fiscal Agent

# Next Gen Support Grants

<p><b>Form W-9</b> (Rev. October 2018) Department of the Treasury Internal Revenue Service</p>	<p><b>Request for Taxpayer Identification Number and Certification</b></p> <p>▶ Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.</p>	<p><b>Give Form to the requester. Do not send to the IRS.</b></p>
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<p>Print or type. See Specific Instructions on page 3.</p>	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <hr/> <p><b>2</b> Business name/disregarded entity name, if different from above</p> <hr/> <p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC             <input type="checkbox"/> C Corporation             <input type="checkbox"/> S Corporation             <input type="checkbox"/> Partnership             <input type="checkbox"/> Trust/estate       </p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p> <p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p> <p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.     Requestor's name and address (optional)</p> <hr/> <p><b>6</b> City, state, and ZIP code</p> <hr/> <p><b>7</b> List account number(s) here (optional)</p>
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**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. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; border: 1px solid black; text-align: center;">-</td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; border: 1px solid black; text-align: center;">-</td> <td style="width: 40%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-		-	
	-		-		
<b>or</b>					
<b>Employer identification number</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; border: 1px solid black; text-align: center;">-</td> <td style="width: 70%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-			
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**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>	<p>Signature of U.S. person ▶ _____</p>	<p>Date ▶ _____</p>
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**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).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1099 (home mortgage interest), 1099-E (student loan interest), 1099-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*