

HIGH ROAD TRAINING PARTNERSHIPS

Application Check List

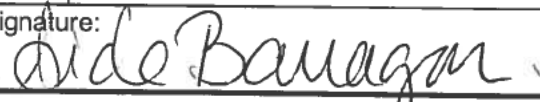
Project Applicants	
Application Check List	<input checked="" type="checkbox"/>
Cover Page	<input checked="" type="checkbox"/>
Narrative (3 pages max), including:	<input checked="" type="checkbox"/>
<i>Project Proposal (2 pages)</i>	<input checked="" type="checkbox"/>
<i>Team Description (1 page)</i>	<input checked="" type="checkbox"/>
Project Overview Matrix	<input checked="" type="checkbox"/>
Workplan (Form C)	<input checked="" type="checkbox"/>
Budget Summary (Form F)	<input checked="" type="checkbox"/>
Supplemental Budget (Form G)	<input checked="" type="checkbox"/>
Budget Detail (Form B)	<input checked="" type="checkbox"/>
Technical Assistance Applicants	
Application Check List	<input type="checkbox"/>
Cover Page	<input type="checkbox"/>
Narrative (3 pages max)	<input type="checkbox"/>
Workplan (Form C)	<input type="checkbox"/>
Budget Summary (Form F)	<input type="checkbox"/>
Supplemental Budget (Form G)	<input type="checkbox"/>
Budget Detail (Form B)	<input type="checkbox"/>
Evaluation Applicants	
Application Check List	<input type="checkbox"/>
Cover Page	<input type="checkbox"/>
Narrative (3 pages max)	<input type="checkbox"/>
Workplan (Form C)	<input type="checkbox"/>
Budget Summary (Form F)	<input type="checkbox"/>
Supplemental Budget (Form G)	<input type="checkbox"/>
Budget Detail (Form B)	<input type="checkbox"/>

H RTP

Application Check List

**High Road Training Partnerships
Cover Page**

EDD Use Only	
Proposal No. _____	
<input type="checkbox"/> Local Area	<input type="checkbox"/> Non-Local Area

Applicant	Building Skills Partnership		
Project Name	Green Jobs, Good Jobs Project		
Total Project Budget		\$	1,274,191
Requested Amount		\$	520,041.11
In-Kind/Cash Match		\$	754,150
Check One :	<input checked="" type="checkbox"/> Model Training Partnership <input type="checkbox"/> Technical Assistance <input type="checkbox"/> Evaluation <input type="checkbox"/>		
Address:	828 W. Washington Blvd		
City & Zip Code:	Los Angeles, CA 90015		
County:	Los Angeles		
Designated Contact Person and Title:	Luis Sandoval, Development Director		
Type of Organization (check one):	<input type="checkbox"/> Government Agency <input checked="" type="checkbox"/> Private Non-Profit <input type="checkbox"/> Educational Entity <input type="checkbox"/> Private For-Profit <input type="checkbox"/> Other (describe):		
Telephone:	213-284-3814	Fax:	213-284-7725
E-mail:	luis@buildingskills.org		
IRS Tax ID Number:	██████████	CA Tax ID Number:	██████████
Approval of Authorized Representative			
Name:	Aida Barragan	Title:	Executive Director
Signature:		Date:	2/10/2017

Building Skills Partnership (BSP) in collaboration with Service Employee International Union- United Service Workers West (SEIU-USWW), Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA) and the U.S. Green Building Council (USGBC) submit this grant proposal to expand the Green Jobs, Good Jobs Project. Through this grant, BSP will focus on advancing a high road training partnership to increase upward mobility amongst immigrant property service workers, while simultaneously meeting the demand from the janitorial industry for a skillful workforce on green sustainability standards. This project will be intentional in supporting leadership with the objective to change the industry – the operations and maintenance of large commercial office buildings – by defining the skills, standards, training, and upward career ladder opportunities for property service workers. This effort is necessary to meet the industry and workforce needs of an emerging low-carbon, energy-efficient, healthy commercial building sector. In the process, the partnership formed by the grant and coordinated by BSP, will develop higher skilled jobs by recognizing the contribution that property service workers play in building a high-efficient, high-performing green economy.

Originally founded as the Leadership Training & Education Fund (LTEF) as a contract victory resulting from California’s “Justice for Janitors” campaign, the LTEF was created by the collective bargaining agreements between SEIU-USWW and janitorial employers under the provisions of the Taft-Hartley Act. In 2007, the LTEF created BSP as means to expand services to immigrant workers through a holistic approach incorporating both workforce development and immigrant integration efforts. With six regional training centers housed at SEIU-USWW offices located in Los Angeles, Sacramento, Oakland, Orange County, San Diego and San Jose (with an additional center located at Google), BSP works towards its mission to improve the quality of life of low-wage property service workers and their families by increasing their skills, access to education, and opportunities for career and community advancement and participation.

BSP represents a unique win-win partnership between over 75 building service companies, 40 building owners, and SEIU-USWW to train close to 5,000 low-wage janitors a year. Although each sector comes into this partnership with distinctive and often conflicting perspectives, these partners have come to agree that investing in the skills of workers is an all-around win-win initiative. BSP serves as a national model for delivering workforce development training to low-wage, primarily Latino immigrant workers, through labor and management engagement to help adult immigrant workers be retained and obtain better jobs. Each year, BSP provides workforce development training to over 1,500 janitors at landmark worksites across California such as Google, LA International Airport, Sony Studios, CISCO, Tesla, Oracle, Facebook, and Intel. BSP has access to over 40,000 property services workers across California.

In 2014, BSP developed and piloted a Green Janitor Education Program in Los Angeles through the labor-management partnership and in collaboration with USGBC. The program has received an unusually high level of interest from industry leaders seeking to implement the program as more buildings seek LEED certification through USGBC or adopt their own set of sustainability standards. The Green Janitor Education Program is conducted at janitors’ workplaces; they meet on paid time two hours a week for 15 weeks to complete the 30-hour curriculum. Workers take two examinations administered by USGBC and graduate with a certification by USGBC-LA. During the pilot phase, 126 janitors from eight high profile buildings received the distinction of becoming the first certified green janitors and are now in route to greater career opportunities with their respective employers. Thus far, 537 workers have received training and are now certified by USGBC-LA. BSP seeks through this grant to continue on the success of this joint program with labor and management to further develop and expand

this successful initiative throughout California. BSP's hands-on green sustainability curriculum perfectly aligns with the outcomes of this RFP. BSP's training is directed for low-wage immigrant janitors to help improve energy, water and environmental (green) sustainability practices while connecting worker to high-quality jobs through the creation of new jobs and career pathways in the industry. This Project will have two core objectives:

1) Professionalization and Economic Opportunity through a Labor-Management Committee on Sustainability

BSP is ready to capitalize on its strengths to advance equity by linking sector-based workforce training with economic mobility, and climate change. There is a current need within the industry for labor and management to communicate, develop and implement industry environmental (green) sustainability practices while creating bridges and career pathways for low-wage workers into good jobs. As the industry evolves to implement new sustainability standards, building owners and the janitorial employers understand the critical link between the day to day work of a property service worker (janitors, maintenance and custodial workers) and maintaining a green building to help improve energy and water conservation. The goal of the committee will be to research, communicate and analyze industry wide needs and best practices for training in a rapidly changing sector. Buildings in the United States consume more energy (39%) and generate more greenhouse gas pollution (38%) than any other sector of the economy¹. The high energy, environmental, and health costs of underperforming buildings impair the competitiveness of our entire economy. Recognizing these issues, the building industry – including the owners and managers of offices, client companies, and janitorial companies – have begun a profound transformation, widely adopting new green energy and environmental performance goals through the Green Janitor Education Program. The committee will seeks to develop and test a model of partnership and program delivery that shows the impact and value of industry recognized worksite instruction.

2) Inclusion of High Skilled Green Janitors in the Green Building Movement

While the green building movement initially focused on new green building techniques and major retrofits of existing buildings, green building and industry leaders recognize that energy and environmental performance goals can only be achieved with a well trained workforce. For instance, well-trained building staff can reduce energy use in commercial buildings by 5-30 percent². As the building industry adopts new, green practices, demand has grown on property service workers at every skill level to improve their performance and skills. The goal of the Green Jobs, Good Jobs project is for a labor and management committee to identify and develop pathways for career upward mobility, skills standards and new jobs for property service workers. The results will meet the standards of an emerging low-carbon, energy-efficient, and healthy commercial building sector. In the process, BSP and its partners will develop a workforce whose role in building the high-efficiency, high-performance economy of the future is rightfully recognized. As a result of the identification of the skills, standards, and training, 710 janitors will become certified green janitors; 30 additional workers will receive training for supervisory career pathways. This program will set up a working model for employers and SEIU that would be replicated across all large commercial real estate markets represented by SEIU nationwide.

¹ United States Green Building Council, "Green Building Research", 2008
<http://www.usgbc.org/DisplayPage.aspx?CMSPageID=1718>

² Assessing the Potential for a FEMP Operations and Maintenance (O&M) Program to Improve Energy Efficiency, Pacific Northwest National Laboratory, Operated by Battelle for the US Department of Energy, October 2002.

HRTP Project Type: Model Partnership
Building Skills Partnership: Team Description

Building Skills Partnership (BSP) in collaboration with Service Employee International Union- United Service Workers West (SEIU-USWW), Building Owners and Managers Association of Greater Los Angeles (BOMA-GLA) and the U.S. Green Building Council (USGBC) submit this grant proposal to expand the Green Jobs, Good Jobs Project. Through this grant, BSP will focus on advancing a high road training partnership to increase upward mobility amongst immigrant property service workers, while simultaneously meeting the demand from the janitorial industry for a skillful workforce on green sustainability standards. BSP has four types of invested partners which will serve as conveners of the labor-management committee. They include SEIU-USWW (labor), BOMA-GLA (building owners), UGBC-LA (industry expert on green) and large employers (ABM, Allied, Servicon, and DMS). This program is modeled in close collaboration with employers and industry organizations, ensuring that employer and union needs are met. This is the most important piece of evidence supporting the value of this project design - the array of willing partners supporting this proposal. BSP Board of Directors is comprised of vice-presidents of regional and national janitorial contractors, SEIU-USWWS union president, BOMA –GLA, and regional leaders, and worker leaders. They are well positioned to collaborate with each other and move their organizations to make broad arrangements to advance BSP programs and projects as well as to create and refine the program’s broader vision. For the purpose of this grant, the project team will meet once a month to discuss program goals and outcomes.

Outline of Project Team

Organization	Name of Individual (s)	Function
Grant Applicant and Convener		
Building Skills Partnership	Aida Barragan, Executive Director	Applicant of Grant with Fiduciary Responsibility for Project: Convener, Expansion + Delivery of Training, and Coordinator of HRTP.
Convener: Labor		
SEIU-USWW	David Huerta, President	Convener: Labor leaders with influence over collective bargaining agreement impacting career pathways. Providing in-kind support of training space + additional supportive services.
SEIU International	John Barton, Deputy Director	
Convener: Industry		
U.S. Green Building Council	Dominique Hargreaves, Executive Director	Convener: Industry leaders with influence over industry standards for sustainability and building owners. USGBC proctor, accredit and distribute certification.
Building Owners and Managers Association of Greater Los Angeles	Martha Cox-Nitikman, Vice President	
Employer Representatives		
ABM Onsite Services	Jim Altieri, Vice President	Employer Representatives: Access to worksites and employees to deliver training, help form consensus on industry standards, I.D. career pathways from entry level to good green jobs.
Allied Universal	Mark Olivas, President	
Servicon Systems Inc.	Laurie Sewell, President	
DMS Janitorial	Dick Dotts, President	

**High Road Training Partnership
Overview Matrix**

H RTP Project Applicant		Project Name
Building Skills Partnership		Green Jobs, Good Jobs Project.
Vision Statement (include industry sector):		
BSP will advance a high road training partnership to increase upward mobility amongst immigrant property service workers through the development of a labor management committee that will recognize and outline the janitorial industry's key role in the green building sustainability movement.		
This project addresses equity by:		
This project will be intentional in supporting leadership with the objective to change the industry – the operations and maintenance of large commercial office buildings – by defining the skills, standards, training, and upward career latter opportunities for property service workers.		
This project addresses job quality by:		
BSP and its H RTP will develop a janitorial workforce whose role in the high-efficiency, high-performance commercial real estate economy of the future is rightfully recognized through skills training.		
This project addresses climate change or environmental sustainability by:		
BSP and its H RTP will develop a workforce whose role in building the high-efficiency, high-performance building economy of the future is rightfully recognized.		
Project Team		
Partnership Conveners <i>List Names, Organizations:</i>	Employer Representatives <i>List Names, Organizations:</i>	Worker Representatives <i>List Names, Organizations:</i>
- Aida Cardenas, Executive Director, Building Skills Partnership - David Huerta, President, United Service Workers West -John Barton, SEIU International -Dominique Hargreaves, Executive Director United States Green Building Council Los Angeles -Martha Cox-Nitikman, Vice President, BOMA Greater Los Angeles	-Jim Altieri, Vice President, ABM Janitorial --Mark Olivas, President, Allied Universal Laurie Sewell, President, Servicon Systems, Inc. -Dick Dotts, President, DMS Janitorial	-Luis Carmen, Green Janitor, Allied Universal -Ana Velasquez, Green Janitor, DMS Janitorial -Margarita Larin, Green Janitor, ABM Janitorial -Veronica Lagunas, Green Janitor, DMS Janitorial

Additional Partners <i>Check any that apply</i>	Approaches to Skill Delivery <i>Check any that apply</i>
<input checked="" type="checkbox"/> Workforce Board(s) <input checked="" type="checkbox"/> Community College(s) <input checked="" type="checkbox"/> Adult School(s) <input checked="" type="checkbox"/> Community-based / Nonprofit Organization(s) <input type="checkbox"/> Social service agency <input checked="" type="checkbox"/> Labor organization <input type="checkbox"/> Other:	<input type="checkbox"/> Pre-Apprenticeship and/or apprenticeship <input checked="" type="checkbox"/> Career pathways <input checked="" type="checkbox"/> Credentialing <input checked="" type="checkbox"/> English language learning <input type="checkbox"/> Other:
System Goals and Performance Measures <i>All Applicants must address System Goals & Performance Measures. Only those that plan to include direct services should address Service Delivery Goals.</i>	
What will the project do? <i>List project outcomes, outputs, and deliverables (quantitative and/or qualitative)</i>	How will this be measured? <i>Describe how you will know if the project is successful (quantitative and/or qualitative measures)</i>
1) Professionalization and Economic Opportunity through a Labor-Management Committee on Sustainability. 2) Establish Labor-Management Committee	BSP will convene leaders of the labor and janitorial industry to develop a HRTP that will outline the skills, standards, training, and upward career ladder opportunities for property service workers.
3) Inclusion of 740 High Skilled Green Janitors in the Green Building Movement	BSP will certify 740 additional Janitorial Workers through its Green Janitor Education Program throughout the state of CA.
3) This program will set up a working model for employers and SEIU that would be replicated across all large commercial real estate markets represented by SEIU nationwide.	BSP will work with its sister SEIU training funds across the United States to advise and share best practices on creating HRTP that will address the role of janitorial workers in the green building sustainability movement across the country.
Service Delivery Goals (if applicable)	
# of Job Seekers to be served/impacted:	740
# directly served with grant funds:	740
Outcome Goals <i>(e.g. placement, credential attainment, wage increase,</i>	Measures <i>(e.g. % increase, #, etc.)</i>
500 janitors will become certified green janitors through workplace training at 25 worksites across California	500 certified green janitors
210 janitors will become certified green janitors through training taking place at union halls across California.	210 certified green janitors
An additional 30 janitors will receive advanced career preparation activities for supervisory career pathways.	30 janitors will participate in supervisory career pathways track

Innovation and Learning

Please describe the innovative aspects of the partnership & its anticipated contribution to the field.

Building Skills Partnership H RTP convenes both labor and janitorial industry representatives, who frequently display distinctive and conflicting perspectives. Nevertheless, they have come together to develop a strong cohort that has recognized that investing in the skills of workers is an all-around win-win initiative. This innovative model, led by BSP, has resulted in the investment and partnership of other non-traditional entities such as U.S. Green Building Council, Buildings Owners and Managers Association of Los Angeles, the California Employment Training Panel, and the Los Angeles Department of Water and Power. BSP is increasingly garnering national recognition as a model for providing much-needed workforce development opportunities to the workers who are considered to have limited English proficiency (LEP) to help adult immigrant workers be retained and obtain better jobs. In a report by the Brookings Institute titled "Investing in English Skills: The Limited English Proficient Workforce in U.S. Metropolitan Areas," BSP's approach of bringing contextualized Vocational English training to the worksite in collaboration with employers and labor was held up as an innovative model. BSP's contextualized training model has also recently been recognized by prestigious awards from the Urban Institute, Migration Policy Institute and the James Irvine Foundation as a highly effective model for H RTP.

**High Road Training Partnerships
Workplan (Form C)**

STATE USE ONLY	FORM C
Subgrant Number:	
Grant Code:	
Initial Plan:	
Modification Date:	

Applicant:	Building Skills Partnership
Project Name:	Green Jobs, Good Jobs Project

Objectives/Activities	Estimated Dates
Quarter 1:	
Convene Labor and Employer Partnership Committee	July -September 2017
Identify Properties across CA that will implement Green Janitor Program	July -September 2017
Implement Green Janitor Education Program at 5 commercial sites + 2 at union hall	July -September 2017
Begin marketing and outreach for Implementation of Green Janitor Program	July -September 2017
Create job descriptions for So. CA. and No. CA Voc. and Sustainability Program Dr.	July -September 2017
Assess and Update Green Janitor Education Program Curriculum	July -September 2017
Quarter 2:	
Convene Labor and Employer Partnership Committee	October-December 2017
Implement Green Janitor Education Program at 6 commercial sites + 2 at union hall	October-December 2017
Continue to market and outreach for Implementation of Green Janitor Program	October-December 2017
Hire and train Green Program Directors in both CA regions	October-December 2017
Finalize Green Janitor Program Curriculum.	October-December 2017
Accredit BSP staff working in "Green" through USGBC to develop further expertise	October-December 2017
Quarter 3:	
Convene Labor and Employer Partnership Committee	January - March 2018
Implement Green Janitor Education Program at 6 commercial sites + 2 at union hall	January - March 2018
Continue to market and outreach for Implementation of Green Janitor Program	January - March 2018
Begin discussion about Supervisory Program within Janitorial Industry	January - March 2018
Begin discussion about Wage Differentials for Green Janitors	January - March 2018
Create a midway assessment of Green Janitor Education Program	January - March 2018
Quarter 4:	
Convene Labor and Employer Partnership Committee	April - June 2018
Implement Green Janitor Education Program at 6 commercial sites + 3 at union hall	April - June 2018
Continue to market and outreach for Implementation of Green Janitor Program	April - June 2018
Develop Supervisory Program within Janitorial Industry	April - June 2018
Development of Language of Wage Differential for Green Janitors in contract negotiations	April - June 2018
Corrections and improvements of Green Janitor Education Program	April - June 2018
Quarter 5:	
Convene Labor and Employer Partnership Committee	July-September 2018
Implement Green Janitor Education Program at 6 commercial sites + 2 at union hall	July-September 2018
Continue to market and outreach for Implementation of Green Janitor Program	July-September 2018
Implement Cohort 1 Supervisory Program with 15 workers	July-September 2018
Develop plan for inclusion of Wage Differential for Green Janitors in contract negotiations	July-September 2018
Begin collecting assessment data for analysis and reporting	July-September 2018

**High Road Training Partnerships
Workplan (Form C)**

Quarter 6:	
Convene Labor and Employer Partnership Committee to discuss next steps	October - December 2018
Implement Green Janitor Education Program at 6 commercial sites + 3 at union hall	October - December 2018
Implement Cohort 2 of Supervisory Program with 15 workers	October - December 2018
Analyze assessment results	October - December 2018
Present assessment results to Labor and Employer Partnership Committee	October - December 2018
Publish results in media and paper outlets	October - December 2018

Evaluation Applicants Only:

Quarter 7:	
Quarter 8:	

High Road Training Partnerships
Budget Summary (Form F)

STATE USE ONLY	FORM F
Subgrant Number:	
Grant Code:	
Initial Plan:	
Modification Date:	

Applicant:	Buidling Skills Partnership
Project Name:	Green Jobs, Good Jobs

Item #	Expense Item	Amount Requested	Amount Leveraged	Total Project Budget	Source of Leveraged Funds	In-Kind/ Cash
A.	Staff Salaries					
B.	Number of full-time equivalents: 2.7					
C.	Staff Benefits					
D.	Staff Benefit Rate (percent) 46%					
E.	Staff Travel					
F.	Operating Expenses (communications, facilities, utilities, maintenance, consumable supplies, audit, etc.)	\$26,000.00	\$55,000.00	\$81,000.00	BSP General Funds, Employer Contributions, Foundations	<input checked="" type="checkbox"/> In-Kind <input checked="" type="checkbox"/> Cash
G.	Furniture and Equipment					
1.	Small Purchase (unit cost is less than \$5,000 such as computers, desks etc.)	\$4,500.00	\$0.00	\$4,500.00	0	<input type="checkbox"/> In-Kind <input checked="" type="checkbox"/> Cash
2.	Equipment Purchase (unit cost is more than \$5,000 and useful life is more than one year.) Complete Supplemental Budget Form	\$0.00	\$20,000.00	\$20,000.00	Comcast/NBC Grant	<input checked="" type="checkbox"/> In-Kind <input type="checkbox"/> Cash
3.	Lease: Training Space	\$0.00	\$115,000.00	\$115,000.00	SEIU-USWW	<input checked="" type="checkbox"/> In-Kind <input type="checkbox"/> Cash
H.	Consumable Testing and Instructional Materials	\$0.00	\$0.00	\$0.00	0	<input type="checkbox"/> In-Kind <input type="checkbox"/> Cash
I.	Tuition Payments/Vouchers	\$0.00	\$0.00	\$0.00	0	<input type="checkbox"/> In-Kind <input type="checkbox"/> Cash
J.	On-the-Job Training	\$0.00	\$150,000.00	\$150,000.00	0	<input type="checkbox"/> In-Kind <input checked="" type="checkbox"/> Cash
K.	Participant Wages and Fringe Benefits	\$7,500.00	\$88,750.00	\$96,250.00	0	<input type="checkbox"/> In-Kind <input checked="" type="checkbox"/> Cash
L.	Participant Support Services	\$0.00	\$312,900.00	\$312,900.00	7 AmeriCorps VISTA	<input checked="" type="checkbox"/> In-Kind <input type="checkbox"/> Cash
M.	Contractual Services (must complete Form G)	\$10,000.00	\$0.00	\$10,000.00	0	<input type="checkbox"/> In-Kind <input type="checkbox"/> Cash
N.	Indirect Costs*(complete items 1 and 2 below)	\$47,276.46	\$0.00	\$47,276.46	0	<input type="checkbox"/> In-Kind <input type="checkbox"/> Cash
O.	Other (describe):	\$69,100.00	\$0.00	\$69,100.00	0	<input type="checkbox"/> In-Kind <input type="checkbox"/> Cash
P.	TOTAL FUNDING**	\$520,041.11	\$754,150.00	\$1,274,191.11		

	Total Award	\$ 520,041
	**Administrative Costs	\$ 47,100
	Program Costs	\$ 472,941

*Indirect Costs

1. Indirect Cost Rate (percent):	10%
2. Name of Cognizant Agency:	

** A maximum of 10% of the total project budget will be allowed for administrative costs. The definition of administrative costs is provided in Appendix B of the RFA.

**High Road Training Partnerships
Budget Detail (Form B)**

STATE USE ONLY	FORM B
Subgrant Number:	
Grant Code:	
Initial Plan:	
Modification Date:	

Applicant: Building Skills Partnership				
Project Name: Green Jobs, Good Jobs Project				
BUDGET LINE ITEM A-D - Staff Salary and Fringe Benefits				
List job titles of staff working on project	Salaries charged to project	Fringe Benefits charged to project	FTEs %	Amount Requested
Vocational and Sustainability Program Coordinator (NorCal)	\$71,963	\$45,809	100%	\$ 117,771.25
Vocational and Sustainability Program Coordinator (SoCal)	\$71,963	\$45,809	100%	\$ 117,771.25
Southern California Program Director	\$28,406	\$8,540	25%	\$ 36,946.38
Nothern California Program Director	\$28,406	\$8,540	25%	\$ 36,946.38
Executive Director	\$30,332	\$3,397	20%	\$ 33,729.39
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Staff Subtotals	\$ 231,069.96	\$ 112,094.69	270%	\$ 343,164.65
BUDGET LINE #	EXPENSE ITEM	NARRATIVE DETAIL		Amount Requested
E	Staff Travel (<i>convenings, CalJOBS training, meetings, etc.</i>)	Mileage: Sites are geographically spread out. Travel to and from regions for statewide coordination.		\$ 12,500.00
F	Operating Expenses (<i>Communications, facilities, utilities, maintenance, consumable supplies, audit, etc.</i>)			
	Facilities Rent			\$ -
	Facilities Utilities			\$ -
	Facilities Maintenance			\$ -
	Insurance			\$ -
	Accounting (<i>payroll services</i>) and Audits			\$ -
	Printing	GJEP Workbook 700 workbooks and study guides @ \$35		\$ 24,500.00
	Communications (<i>phone, web services, etc.</i>)	Web design update for GJEP marketing to new sites		\$ 1,500.00
	Mailing and Delivery			\$ -
	Leasehold Improvements			\$ -
	Outreach			\$ -
	Dues and Memberships			
G	Furniture and Equipment			
	1 Small Purchases (<i>Unit cost is less than \$5,000 - Include cost allocation.</i>)	Laptops for Vocational and Sustainability Program Coordinators and Projector for Union Hall Program Delivery. Can also be new equipment for floorwork training.		\$ 4,500.00

High Road Training Partnerships
Budget Detail (Form B)

BUDGET LINE #	EXPENSE ITEM	NARRATIVE DETAIL	Amount Requested
2	Equipment Purchases with grant funds -- list, briefly state purpose/need/cost of each item. (Greater than \$5,000, requiring prior approval, and listed on Form G, Supplemental Budget - Refer to WSD14-13 Property-Prior Approval, Purchasing, Inventory, and Disposal.)		
3	Equipment lease / use-charge costs paid with grant funds (list, briefly state purpose, need, total lease or use-charge cost of each item)		
H	Consumable office/testing supplies		
I	Tuition Payments/Vouchers		\$ -
J	On-The-Job Training		\$ -
K	Participant Wages and Fringe Benefits	worker stipend for pilot Vocational and Supervisory Skills Training (30 at \$250)	\$ 7,500.00
L	Participant Supportive Services		
M	Contractual Services (must complete Form G)	USGBC - Expert Consultation	\$ 10,000.00
N	Indirect costs (Provide rate, direct cost(s) to which authorized to be applied, approving cognizant agency and date of approval. Show how total was calculated.)	10 percent	\$ 47,276.46
O	"Other" Costs (Identify and detail the nature of each such cost to be paid with grant funds.)	420 hours of GJEP Instruction; 200 hours of new curriculum development; 120 hours of Vocational Career Path Instruction; 200 hours of VESL Instruction	\$ 61,100.00
		Conferences and Seminars related to Workforce Development and Green and Sustainable Practices (ie Conference for Workforce and Economic Development, Greenbuild, USGBC-Existing Building Forums, Better Building Challenge events)	\$ 5,000.00
		LEED Green Associate Certification for 3 staff (Exam and prep course - \$1000 each)	\$ 3,000.00
"Other" Subtotal			\$ 69,100.00
Total Amount Requested			\$ 520,041.11