

Updated 2/26/2024

SBCTC considers answers in this Questions and Answers (Q&A) document to be the only official source for answers related to this funding source, aside from the Program Guidelines. Questions (Q) and answers (A) are presented in reverse order, showing the most recently received questions at the top of the document. This is so that colleges may check back frequently during the application process and easily see new Q&As. This document will be updated throughout the 2024-25 fiscal year.

Q: Can WF Dev Funds potentially be used to help develop BAS/BSN programs?

A: Workforce Development Funds (WDF) can be used to support baccalaureate program development for a BSN or BAS, but not for BSCS. Remember that WDF must focus on professional-technical programs.

Q: Can we ask for up to an additional \$92,000 if our project aligns with customized training, job skills, job readiness training, workforce professional development, and/or to assist employers with state-approved apprenticeship programs specifically for manufacturing and production occupations?

A: No, the maximum for an individual project will be \$150,000. You do get additional points in the review process for a project designed to meet (or also meet) needs specific to manufacturing and production occupations.

Q: Does the "priority given" mentioned on pg. 4 of the guidelines apply to the \$92,000 in additional funding offered this year, or does the priority apply to both the \$92,000 AND the usual \$1,500,000 being offered this year?

A: Priority is given to ensure that at least one project amounting to \$92,000 goes towards projects that meet the "Invest in Washington" parameters. This priority is not extended across all Workforce Development Funds. If your proposal happens to address both the Invest in Washington and general Workforce Development Fund categories, check both in your application to indicate that. Priority points for addressing the needs of manufacturing and production occupations is added to the total points given your project during the review.

Q: In the webinar, you stated that WDF is very competitive. What does that mean?

A: It means that, in typical years, there are more applications than funds available. In FY24, for example, the fund was \$1.5 million and applications totaled just under \$4 million, so demand exceeded available funding by \$2.5 million.

Q: I thought that WF Development Funds were restricted to programs that are already on a college's inventory or for which an intent has been filed. But in the presentation, I saw that development of new programs would be allowable? Can you clarify?

A: Any project that includes new program development will need to provide proof that a Notice of Intent has been submitted no later than the proposal deadline. Information about the Professional Technical Program Approval Process, including Notice of

Intent, is located here: <https://www.sbctc.edu/colleges-staff/programs-services/professional-technical/>.

Page 7 of the Workforce Development Fund program guidelines notes this requirement:

- Instructional program information, if applicable — provide both the Title, CIP, and ctcLink PLANCODE

*Note: For projects that target specific professional-technical program(s) whose codes are not in ctcLink yet, submit proof that a Notice of Intent has been submitted no later than the proposal deadline.*

Q: May applicants enclose letters of support; and if so, will they be provided to reviewers? If not, is it reasonable for us to state in our application that we have received letters of support from key partners (e.g., employers), and that these are available upon request?

A: All materials submitted in your application will be provided to the grant review team. Letters of support are not required but may be submitted. Your application will be reviewed and scored based on what has been submitted.

Q: If the programs submitted for funding are supportive of the focus areas/initiatives discussed in the guidelines, are there any restrictions on the type of programs (e.g., credit or noncredit programs) the funding can support?

A: Workforce Development Funds can be used for credit-bearing professional-technical programs and to support projects that bridge non-credit to credit programs, for instance through developing prior learning assessments, competencies-to-credit crosswalks, frameworks for converting customized training (e.g., Job Skills Program) to credit, and so forth. The funds may not support stand-alone non-credit courses or programs.

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