

Commonwealth of Pennsylvania
Department of Labor & Industry

Pennsylvania's Workforce Professionals in Digital Infrastructure Grant

Notice of Grant Availability

Proposals Due: February 20, 2026 at 11:59 PM ET

Josh Shapiro | Governor
www.pa.gov

Nancy A. Walker | Secretary
www.pa.gov/agencies/dli.html



Pennsylvania
Department of Labor & Industry

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Key Dates

Date	Description
January 6, 2026	Notice of Grant Availability (NGA) Release Date
January 13, 2026 at 11:00 AM ET	<p>Bidder’s Conference:</p> <p>Click the link below to join the meeting:</p> <p>Join the meeting now</p> <p>Or call in (audio only):</p> <p>Toll Number: +1-267-332-8737</p> <p>Conference ID: 260 070 756 120 34</p> <p>A recording of the bidder’s conference will be posted on the L&I Grants website.</p>
January 23, 2026 at 4:00 PM ET	<p>Questions Due Date</p> <p>Questions must be submitted by email to ra-li-bwda-gs@pa.gov.</p> <p>A complete list of Q&As will be posted on the L&I Grants website.</p> <p>Questions received after the due date will not be answered.</p>
February 20, 2026 at 11:59 PM ET	<p>Application Due Date</p> <p>Applications must be submitted to the ra-li-bwda-gs@pa.gov resource account with the email subject:</p> <p>“NGA Application – WPDI Grant”</p>
April 1, 2026	Contract Start Date
June 30, 2029	Contract End Date

Eligibility

Eligible Applicants

Eligible applicants include Local Workforce Development Boards (LWDBs), labor organizations, community colleges, county government, non-profit and non-governmental organizations, community-based organizations, secondary and post-secondary educational institutions, business associations, private sector employers, and economic development agencies. Applicants must apply in partnership with other eligible entities; however, the application needs to identify one partner as the applicant. The partnership will serve as the regional response team and must include, at a minimum, representation from each eligible partner type listed below hence forth known as the required partners. If the applicant already meets one of these categories, that requirement is satisfied. Required partners must be identified at the time of application and include:

- Local Workforce Development Board
- Community College
- Career and Technical Center
- Economic Development Organization
- Organized Labor
- Utility, Water, Energy Industry Employers or Labor-Management Contractors

Minimum Requirements

1. The applicant(s) must be capable of bringing together business, organized labor, education, workforce, and provider partners to achieve the overall project goals as defined by this NGA.
2. The applicant(s) must demonstrate the ability to coordinate, manage, and implement the design of the project; develop and implement the project budget; implement a strategy to collect, analyze, and report performance outcomes; and coordinate and evaluate the activities of the project.
3. The applicant(s) must be capable of monitoring and administering the fiscal components of the NGA.
4. The applicant(s) must be capable of submitting the required reporting elements at the required intervals as documented in the NGA.

Administrative Requirements

For more information on the following eligibility criteria refer to the *Links & Resources* section. **Applicants who cannot meet these additional requirements at the time of award will relinquish their award.**

Applicants are required to:

- **Have a PA SAP Vendor Identification Number**

This may be obtained at no cost online, or by calling the Vendor Data Management Unit at (717) 346-2676 or 1-877-435-7363. It may take up to two weeks to receive a vendor number. If you are unable to obtain a Pennsylvania SAP Vendor Identification Number in a timely fashion, you may submit the application prior to receipt, however **no grant will be awarded without documentation of a Pennsylvania Vendor Identification Number.**

- **Have a Federal Employer Identification Number (FEIN) Number**

Federal Employer Identification Number (FEIN) or the Federal Tax Identification Number, is a unique nine-digit number assigned by the Internal Revenue Service to business entities operating in the United States for the purposes of identification.

- **Comply with the Workforce Grant Agreement**

A sample Workforce Grant Agreement is available in the Links & Resources section within this document. Applicants are strongly encouraged to review the sample grant agreement included with the NGA application materials, as the terms of the grant agreement are final and cannot be modified.

Fiscal Agent Requirements

Fiscal agents include eligible applicants, as detailed above. If entities apply as a partnership, the partnership must appoint a single entity as the lead applicant who must also act as fiscal agent. The fiscal agent will receive, manage, and disburse grant funds.

Overview

The Pennsylvania Department of Labor & Industry (L&I) announces the availability of approximately \$2 million in funding through the Workforce Professionals in Digital Infrastructure (WPDI) Grant. One grant will be awarded through a competitive process.

This Notice of Grant Availability (NGA) outlines the following:

- The eligibility requirements and application process for WPDI Grant funding;
- The strategic goals and intended outcomes of the WPDI Grant; and
- The evaluation criteria that will be used to assess proposals.

Under the Governor’s Office of Transformation and Opportunity, a State Implementation Team has been formed to support state-level collaboration and foster opportunities to attract and retain employers and create quality jobs accessible to Pennsylvanians across the Commonwealth.

As a member of the State Implementation Team, L&I developed this grant opportunity as part of a broader, collaborative framework to align workforce strategies with both regional economic development goals and statewide priorities. The WPDI Grant is designed to support the development of a comprehensive investment plan focused on building regional capacity and

creating industry-led solutions to ensure Pennsylvanians have the appropriate skills and experiences essential to the construction, power, supply and operations of Pennsylvania’s digital infrastructure—particularly in the data center sector.

Training and workforce strategies funded through this grant will be data-informed and guided by labor market insights. The goal is to ensure that the resulting employment opportunities are high-quality—offering strong wages, benefits, career advancement potential, and alignment with industry standards for worker protections and long-term stability—including those commonly associated with union-covered roles. The employment opportunities should also align with Good Jobs Principles as previously developed by the US Departments of Commerce and Labor, as described below:

Recruitment and Hiring: Qualified applicants are actively recruited – especially those from underserved communities. Applicants are free from discrimination, including unequal treatment or application of selection criteria that are unrelated to job performance.

Benefits: Full-time and part-time workers are provided family-sustaining benefits that promote economic security and mobility. These include health insurance, a retirement plan, workers’ compensation benefits and work-family benefits.

Diversity, Equity, Inclusion, and Accessibility (DEIA): All workers have equal opportunity. Workers are respected, empowered, and treated fairly. DEIA is a core value and practiced norm in the workplace.

Empowerment and Representation: Workers can form and join unions. Workers can engage in protected, concerted activity without fear of retaliation.

Job Security and Working Conditions: Workers have a safe, healthy, and accessible workplace, built on input from workers and their representatives. Workers have job security without arbitrary or discriminatory discipline or dismissal.

Organizational Culture: All workers belong, are valued, contribute meaningfully to the organization, and are engaged and respected especially by leadership.

Pay: All workers are paid a stable and predictable living wage before overtime, tips, and commissions. Workers’ pay is fair, transparent, and equitable.

Skills and Career Advancement: Workers have equitable opportunities and tools to progress to future good jobs within their organizations or outside them. Workers have transparent promotion or advancement opportunities.

Challenge

The rapid expansion of digital infrastructure is driving demand for data center construction and sustained reliability of the energy and power grid. Data centers are the foundation of the

technology that individuals, businesses, and governments rely on daily. This technology shift requires substantial investment and strategic planning to ensure Pennsylvania’s communities can keep pace with and meet the demands of a rapidly changing digital landscape.

A key challenge in developing digital infrastructure is meeting the workforce needs of the building and construction trades, and the industries that power and connect to the data center. A primary barrier is limited understanding of the talent pool - what skills exist, where gaps remain, and how to identify individuals interested in training for digital infrastructure careers.

There is insufficient research and data on the current capacity of the regional labor market, including the skills of the existing workforce and the availability of relevant training/education programs. While some training programs exist, they may be misaligned with the skill set required to build the rapidly advancing technology that fuels high-tech cloud data centers.

Leveraging the unique expertise and capacity each stakeholder brings can align efforts strategically, avoid duplication, and reinforce sustainability. To effectively advance a region’s economic and workforce development, the grantee and its partners must adopt a regional consortium approach.

Addressing this challenge will require strategic outreach and partnership across workforce development boards, organized labor/union representatives, community colleges, career and technology centers, apprenticeship sponsors, local government officials, and other organizations with relevant expertise. With a coordinated approach to asset mapping, outreach, training alignment, and job placement, the Commonwealth will be well-positioned to connect job seekers to high-demand, high-wage data center construction jobs—driving economic mobility and growth.

Grant Opportunity Goals

This grant supports Governor Shapiro’s Ten-Year Strategic Plan for Economic Development in Pennsylvania’s goals to *Invest in our Economic Growth to Compete* and *Open Doors of Opportunity for All Pennsylvanians* and the WIOA Combined State Plan goals 2 & 6 *Sector Strategies and Employer Engagement* and *Addressing Workforce Shortages in Critical Industries*.

Through this initiative, the Commonwealth will stimulate economic growth and expand workforce opportunities by positioning Pennsylvania’s skilled workforce to meet the demands of a growing economy while ensuring access to family-sustaining wages.

Regional Response Team

The selected awardee will create a regional response team of dedicated partners with the expertise, experience and capacity to jointly address the in-demand workforce needs of a data center in Salem Township, Luzerne County and support a labor pool spanning Luzerne, Schuylkill, Columbia, Carbon, Lehigh and Northampton Counties.

Working closely with the State Implementation Team, the regional response team, at a minimum, must include representatives from:

- A Local Workforce Development Board

- A Community College
- Career and Technical Centers
- Economic Development Organizations
- Organized Labor, and
- Utility, Water, Energy Industry Employers or Labor-Management Contractors

The regional response team will focus on supporting workforce professionals through a two-phased approach:

1. Meet the Immediate Digital Infrastructure Workforce Needs
2. Build Long-Term Systems Capacity

Phase 1: Meet the Immediate Digital Infrastructure Workforce Needs (up to 90 days)

To effectively inform workforce development priorities, the team must coordinate across systems to adequately assess readiness to respond to industry demand in key occupations. They will then develop a regional plan to address readiness needs, opportunities, and gaps.

Preliminary engagement with industry and organized labor have signaled critical, immediate demand but low supply of workers in the following occupations or digital infrastructure related career fields:

- Electricians (Inside and Outside High Voltage)
- HVAC and Sheet Metal Technicians
- Steamfitters, Plumbers, Pipefitters, and Mechanical Piping Specialists
- Telecommunications Specialists, including Fiber Optic Splicers and Technicians
- Water Access, Treatment, and Management Professionals
- Energy, Power, and Utility Generations & Auditing Specialists

While not exclusive to all occupations in-demand, the team is expected to prioritize their workforce development focus to the above, and/or provide justification as to the inclusion of additional occupations.

By meeting the immediate needs of the workforce, the regional response team will demonstrate filling critical job vacancies with skilled talent by leveraging existing capacity and programming, building strong coordination of effort across systems, and signaling to organized union and industry that efficient, timely solutions to their workforce needs are possible. Activities are intended to:

- Determine regional readiness to immediately meet digital infrastructure workforce demand
- Establish a joint action plan supported by regional response team members
- Leverage existing programs, capacity, and resources

Phase 2: Build Long-Term System Capacity

Building long-term regional capacity is essential for adapting to evolving industry demands, especially in the digital economy. WPDI fosters sustained collaboration among education, workforce development, unions, community organizations, and economic development partners—not as a temporary effort, but as an ongoing, integrated approach. Its priority is to establish a cohesive, effective regional response process that avoids fragmentation and silos. Pennsylvania’s strong foundation in industry partnerships and sector strategies offers a model for a regional response team to build upon. With intentional coordination and collaboration, regions can better meet today’s workforce needs and prepare for future challenges.

Phase 2 specifically enables a regional response team to address needs to expand and scale workforce, education and training activities to increase the volume of the current and future workforce supply aligned to digital infrastructure career tracks. Activities are intended to:

- Create and expand K-12 and postsecondary student and adult pathways into digital infrastructure careers
- Establish accelerated attainment, articulation, and placement models for digital infrastructure career pathways
- Embed capacity, curriculum, credentialing and resources into existing public education and workforce systems
- Leverage federal and state policy, programs, and funding to prioritize pathways for Pennsylvanians to enter into digital infrastructure careers

Required Activities

The required activities outlined below are intended to frame the types of activities necessary for successful regional response team operation:

Phase 1: A successful regional response team will work with the State Implementation Team to meet the goals of the project through the following:

- Convene and facilitate a regional response team composed of local workforce development boards, organized labor organizations, community colleges, trade and technology centers, apprenticeship sponsors, and local government officials. This team will collaborate with state officials to identify the current workforce infrastructure needed to build, power, connect, and operate high-tech cloud data centers. The regional response team will build on preliminary research and data collection already conducted, filling in any remaining gaps not yet addressed by the State Implementation Team. Regional response team partners should be named in the application, and each team member must provide a letter of support detailing their role within the team.
- Develop a regional workforce roadmap that outlines quality, industry-aligned occupations; required competencies; and pathways for students, jobseekers, and adults to accelerate entry into digital infrastructure and supply chain careers.

- Develop workforce development activities, including recruitment, screening, and preparation.
- Document career pathways.
- Collect, share, and/or analyze data in coordination with the State Implementation Team.
- Write a funding plan and detailed budget needed to implement the roadmap. The selected awardee will receive Phase 2 funds to support roadmap implementation; however, the regional response team must identify strategies to leverage and sustain costs through strategic alignment and cost sharing where feasible. Before beginning Phase II activities, a detailed Phase II budget (GFRP), based on the approved state plan developed during Phase I, must be submitted to L&I for State Implementation Team review and approval.

Deliverables for Phase I:

- A Memorandum of Understanding signed by all partners
- Meeting agendas, minutes and attendance records
- Regional Digital Infrastructure Workforce Roadmap summarizing the general components below (a final roadmap template will be provided by the State Implementation Team):
 - Data-Driven Foundations: Includes labor market analysis, industry-validated research, and gap analyses (data, training/education) to identify workforce needs and missing information.
 - Stakeholder Engagement and Input: Summarizes insights from interviews, focus groups, and surveys to inform planning.
 - Workforce and Training Landscape: Features an asset map, workforce distribution infographic, and inventory of existing training programs relevant to data center construction.
 - Program Development and Costing: Covers cost estimates for curriculum updates, new program creation, and delivery models, along with a plan for launching new trainings aligned with industry needs.
 - Strategic Investment and Job Quality: Outlines strategies for prioritizing job quality (e.g., union-covered roles) and funding, including a Phase II budget and future investment recommendations.

Phase II: Following the development of a plan in phase one, a successful regional response team will undertake activities to:

- Prepare training programs and facilities such as purchasing necessary equipment and supplies, building and licensing curriculum, and hiring staff.
- Initiate targeted outreach campaigns to recruit jobseekers, assess and refer to training programs, and promote career awareness.

- Deliver customized training programs focused on building high-tech cloud data centers.
- Establish formalized connections between the education and training programs and the employers involved in the high-tech cloud data center construction, ensuring a direct pipeline from training to employment for the occupations required on the build, such as unions and employers. Examples of activities include: articulation agreements, advanced standing and credit for prior learning.
- Provide wraparound services such as career coaching and job placement and retention assistance.
- Prioritize placements with employers who offer the following job quality elements as key features of the employment opportunities: strong wages, benefits, career advancement potential, and alignment with industry standards for worker protections and long-term stability.
- Track outcomes and refine strategies using performance data to improve recruitment, training effectiveness, and employment success.

Deliverables for Phase II: See Performance Metric section below.

Performance Metrics – Phase II Deliverables

L&I will work collaboratively with the awardee to identify metrics that monitor and improve performance throughout the performance period. Below are initial metrics that have been identified. Before the agreement is finalized, L&I will identify the final set of metrics and their collection frequency, which may be adjusted over time as needed.

Outcomes represent the long-term results or impacts of grant activities. Outputs are the immediate results of activities that support the goals of this grant and will be tracked by the grantee as indicated in the bullet points below. L&I will provide a template for reporting outcomes and outputs on a monthly or quarterly basis. Applicants may also propose additional measurable performance outcomes and outputs to evaluate the effectiveness of their project.

Performance Metrics used to demonstrate impact and success of the program(s) supported under this funding opportunity will include asset mapping activities aligned with the following outcomes:

Reportable Outcomes

- Percentage of placements/enrollments
- Wage at time of placement
- Healthcare benefits included in employment
- Other specialized employment benefits
- Time-off benefits included in employment
- Retention 3, 6, 9, and 12 Months

Reportable Inputs/Outputs

- Number of individuals reached through outreach activities

- Number of individuals enrolled in training
- Number of individuals who successfully complete training
- Number of individuals who earned an industry-recognized credential or certification
- Number of individuals who enter a Registered Apprenticeship program
- Number of individuals placed in training-related employment
- Number of individuals placed in other employment

Evaluation Criteria

Initial Review Criteria

Prior to comprehensive merit evaluation, L&I will perform an initial review to determine that:

1. The applicant is eligible;
2. The information required by the announcement has been received by the deadline;
3. The proposal is aligned and responsive to the NGA; and
4. All mandatory components have been received.

Merit Review Criteria

Final awards will be based on a merit evaluation. L&I will select awarded applicants based upon the score assigned by this grant's scoring committee. Projects will be scored on how well the proposal meets the following criteria:

Criteria	Points
Regional Response Team Development and Partnership	25
Workforce Demand and Supply Analysis	15
Capacity to Align Training with Industry Need	25
Project Management and Reporting Capacity	20
GFRP - Budget and Budget Justification	15
Total Possible Points	100

Criteria	Total Points
<p>Regional Response Team Development and Partnership</p> <ul style="list-style-type: none"> • Identifies a team of strategic regional partners to guide the planning, training and development of a skilled workforce to build high-tech cloud data centers. Applicants must apply in partnership with other eligible entities; however, the application needs to identify one partner as the applicant. The partnership will serve as the regional response team and must include, at a minimum, representation from each eligible partner type listed below. If the applicant already meets one of these categories, that requirement is satisfied. <ul style="list-style-type: none"> ○ Local Workforce Development Board ○ Community College ○ Career and Technical Center ○ Economic Development Organization ○ Organized Labor ○ Utility, Water, Energy Industry Employers or Labor-Management Contractors • Outlines a strategic plan to convene a consortium of key regional partners to guide the planning, training, and development of a skilled workforce to build high-tech cloud data centers. • Identifies the ability of the applicant to implement grant responsibilities. <p>Each regional response team partner must submit a letter of support describing their scope of involvement. Letters of support do not count toward the narrative page limit, and there is no limit to the number of letters submitted.</p>	25
<p>Workforce Demand and Supply Analysis</p> <ul style="list-style-type: none"> • Describes a robust and comprehensive asset mapping plan that clearly outlines the strategy to address the goals of this grant. • Describes capacity and skill to complete needed research and evaluation. • Describes how the applicant will manage research and data collection efforts, including methods for identifying and addressing remaining data gaps and integrating findings into strategic planning. 	15
<p>Capacity to Align Training with Industry Need</p> <ul style="list-style-type: none"> • Demonstrates a comprehensive understanding of the economic and workforce challenges, problems and opportunities to build and construct a data center in Salem Township, Luzerne County. • Describes how the applicant will utilize industry subject matter experts to help inform training development. 	25

<p>Project Management and Reporting Capacity</p> <ul style="list-style-type: none"> Clearly identifies a convener of the regional response team and describes the expertise and abilities of the team as a whole and individual members to manage the required activities and deliverables of this grant. Use the Grant Action Plan, Appendix H of this NGA, to outline specific goals, activities, measurable indicators of progress, expected outcomes and project timeline for Phase I only. The Grant Action Plan does not count toward the narrative page limit. 	20
<p>GFRP - Budget and Budget Justification</p> <p>The Grant Financial Reporting Package (GFRP), Budget Form and Budget Justification, should tie back to the proposal. Items not discussed in the proposal cannot appear in the Budget Form and Budget Justification. Total available funding for this award is approximately \$2 million.</p> <p>The budget submitted with the application should include a detailed breakdown of costs for Phase I only. Remaining funds should be grouped under a single line item labeled “Phase II.”</p> <p>Before beginning Phase II activities, a detailed Phase II GFRP, based on the approved state plan developed during Phase I, will be submitted to L&I for State Implementation Team review and approval.</p> <p>Using the GFRP included in Appendix E of this NGA, provide the following items:</p> <ul style="list-style-type: none"> A detailed list of budget line-items by cost category to reflect requested and leveraged funds. A detailed Budget Justification narrative for each cost category reflecting the requested and leveraged funds, clearly explaining how each line item in the Budget supports the stated deliverables of the project. This should include a detailed rationalization for the proposed line items, quantities, and costs identified. The budget will be evaluated based on efficient and effective use of funding, cost reasonableness, and the relationship to proposed activities. Budget supports the stated deliverables of the project. This should include a detailed rationalization for the proposed line items, quantities, and costs identified. 	15
Total Points	100

Contract Performance Monitoring

As part of L&I's commitment to improved outcomes, we seek to actively and regularly collaborate with grantees to enhance contract management, improve results, and adjust service delivery based on learning what works. Reliable and relevant data is necessary to drive service improvements, ensure compliance, inform trends to be monitored, and evaluate results and performance. As such, L&I reserves the right to request/collect other key data and metrics from sub-recipients.

Application Package Submission Instructions

Application Package Specifications

Applicants must download the official NGA required documents from the L&I Grants website, listed in the *Links & Resources* section within this document.

Completed application packages must meet formatting specifications below and include each of the required documents outlined in the table below. Sample documents are provided within the appendix section of this NGA.

Formatting & Contents:

- Single-spaced
- 8.5" by 11" page size
- 1-inch margins
- 11-point Calibri font
- Adobe Portable Document Format (PDF) – With the Exception of the Budget Form (GFRP) which must be Excel
- Page numbers in footer
- Applications may not include hyperlinks
- No proprietary or sensitive business information

Document	Requirements	Appendix
Application Form saved as a single PDF file titled: ApplicantName_App_Form	<ul style="list-style-type: none">• Maximum length of one (1) page• Must be completed in its entirety and submitted with the other required documents	A
Project Summary Cover Page saved as a single PDF file titled: ApplicantName_Proj_Sum_ Cvr	<ul style="list-style-type: none">• Maximum length of two (2) pages• Must be completed in its entirety and submitted with the other required documents	B
Project Narrative saved as a single PDF file titled:	<ul style="list-style-type: none">• Must contain the following information	C

<p>ApplicantName_Proj_Narrative</p>	<ul style="list-style-type: none"> a) Regional Response Team Development and Partnership b) Workforce Demand and Supply Analysis c) Capacity to Align Training with Industry Need d) Project Management and Reporting Capacity <ul style="list-style-type: none"> • 10 pages max <p>The project narrative must be formatted to clearly address the specified evaluation criteria. Provide sufficient information for reviewers to be able to evaluate the application in accordance with these criteria.</p> <p>Evaluators will review and consider only those applications that address each of the evaluation criteria separately.</p>	
<p>Letters of Support saved as a single PDF file titled: ApplicantName_Support_Ltrs</p>	<p>Applicants must include, at a minimum, mandated regional team member partners. Each partner must provide a letter of support, as such, there is no limit to the number of letters submitted with the application. Letters of support should demonstrate partner commitment and strong, high-quality cross-sector partnerships committed to working collaboratively to implement the project. Letters should include the partner’s specific role, responsibilities and nature of their commitment to the project.</p>	<p>D</p>
<p>Grant Financial Reporting Package (GFRP) saved as a single Excel file titled: ApplicantName_Budget_Form The Budget Justification tab should be saved as a single PDF file titled: ApplicantName_Budget_Justification</p>	<p>Applicants must submit a detailed budget that includes:</p> <ul style="list-style-type: none"> • Expenditures by line item • Requested and leveraged funds • Budget Justification <p>The budget submitted with the application should include a detailed breakdown of costs for Phase I only. Remaining funds should be</p>	<p>E</p>

	<p>grouped under a single line item labeled “Phase II.”</p> <p>Before beginning Phase II activities, a detailed Phase II budget using the GFRP, based on the approved state plan developed during Phase I, will be submitted for review and approval.</p> <p>The budget will become the financial basis for any grant award, including making cost reimbursement payments over the course of the project.</p> <p>The budget will be evaluated based on the evaluation criteria above, efficient and effective use of funding, cost reasonableness, and the relationship to proposed activities.</p> <p>Budgets must be for the period of performance: April 1, 2026 to June 30, 2029.</p> <p>Pennsylvania reserves the right to unilaterally modify application budgets, prior to, and/or after grant award.</p> <p>Budget Justification: Applicants must justify each expenditure by line item, including the costs proposed in each cost category and any other information to support the budget.</p>	
<p>EO 2021-06 Worker Protection Certification Form</p> <p>saved as a single PDF file titled: ApplicantName_WP_Cert_Form</p>	<p>Pursuant to Executive Order 2021-06, Worker Protection and Investment (October 21, 2021), contractors and grantees of the commonwealth must certify that they are in compliance with Pennsylvania’s Unemployment Compensation Law, Workers’ Compensation Law, and all applicable Pennsylvania state labor and workforce safety laws.</p>	<p>F</p>
<p>Local Board Notification Email</p> <p>saved as a single PDF file titled: ApplicantName_LB_Notification</p>	<p>Applicants must send an email to their Local Workforce Development Board (LWDB) to notify them of their grant application. This notification is not required for LWDB applicants. The Local Board Notification</p>	<p>G</p>

	<p>email serves to advise the local board where and how funding is being pursued in their area. Please include a PDF of the actual email you send to the local board.</p> <p>To locate your local office, refer to the <i>Links & Resources</i> section within this document.</p>	
<p>Grant Action Plan – Phase I saved as a single PDF file titled: ApplicantName_Action_Plan</p>	<p>For Phase I only, please outline specific goals, activities, measurable indicators of progress, expected outcomes and project timeline. The number of goals can be expanded as needed.</p>	H

Incomplete application packages or application packages that do not meet the identified specifications will not be reviewed or scored. Evaluators will only review 10 Project Narrative pages even if an application exceeds that amount. Please note that Letters of Support and the GFRP Budget Form do not count toward the total number of pages for the Project Narrative.

Application Submission

Application packages must include the required documents outlined in the **Application Specifications** table above.

Application packages must be submitted electronically to ra-li-bwda-gs@pa.gov by the application deadline. The subject line for your email submission must include **NGA Application – WPDI Grant**. An automatic email response will be sent upon receipt of your application. This is confirmation that the application was received by the application deadline.

Important: If you do not receive an automatic email response, please contact the L&I Bureau of Workforce Development Administration Central Office at 717-783-8050. Be prepared to provide details about your submission, such as email proof of submission from your Sent Items folder, your contact information, and the name of the grant for which you are applying.

The WPDI Grant NGA and related materials are available on the L&I Grants website. Samples of each required document in the application package can be found in the *Appendices* within this document.

Application Package Deadline

WPDI Grant applications are due by February 20, 2026 at 11:59 P.M. ET. Late applications will not be accepted.

Grant Award Administration

Estimated Funding and Award Size

A maximum \$2 million is available. One grant will be awarded and funded competitively based on the availability of funds.

Period of Performance

L&I anticipates a performance period beginning April 1, 2026 to June 30, 2029.

Grant Funding

This NGA is 100 % state funded with Reemployment funds.

This funding supports Pennsylvania's economic and workforce development strategy and the WIOA State plan by prioritizing economic development investments that address workforce shortages in critical industries.

Award Notices

Applicants will be notified via email within 30 days following the award determination.

Grant Agreements/Other

Awardees are required to enter into a workforce grant agreement with L&I unless the applicant is a Local Workforce Development Board. A link to the workforce grant agreement is listed in the *Links & Resources* section within this document. L&I reserves the right to seek repayment of funds if it is determined that funds were not utilized for the original stated and approved purpose.

L&I reserves the right to request additional information or modifications to applications for any reason deemed necessary. L&I shall notify all applicants via email whose applications are not accepted for funding under this NGA. Applicants can request feedback calls within 30 days of their denial notification. Requests must be made by the authorized representative. Feedback requests should be emailed to ra-li-bwda-gs@pa.gov.

L&I may enter into discussions with a selected applicant for any reason deemed necessary, including but not limited to: (1) the budget is not appropriate or reasonable; (2) only a portion of the application is selected for award; (3) L&I needs additional or clarifying information; or (4) special terms and conditions are required. Failure to satisfactorily resolve the issues identified by L&I within a specific period determined by L&I may preclude award to the applicant.

L&I reserves the right, without qualification, to reject all applications received in response to this announcement. L&I reserves the right to award grants on a conditional basis if there are concerns surrounding one or more sections of the application(s). In the instance that a conditional award is made, the awardee is responsible to take immediate and appropriate action to remedy the area of concern in accordance with department guidance.

The L&I contracting officer is the only individual who can make awards or commit PA to the expenditure of public funds. A commitment by other than the contracting officer, either explicit or implied, is invalid.

L&I reserves the right to de-obligate funds for those projects that show minimal expenditure or obligation. Any funds not committed may be reallocated to other projects awarded under this NGA.

Reporting and Evaluation

Grantees will be required to submit program and fiscal progress reports monthly, annually, and upon conclusion of the funded project to L&I as designated in the terms and conditions of the award. All required forms will be provided by L&I and will be outlined in the award package. All close-out final reports are to be submitted within 60 days after the period of performance end date, or within 60 days of full expenditure, whichever comes first. In addition to report submissions, grantees are required to participate in routine calls with L&I staff, unless otherwise determined, to identify grant progression, share best practices, and receive technical support. Additional information will be provided upon award selection. Grantees may be required to participate in an evaluation.

Grantees may be required to collect and maintain Personally Identifiable Information (PII). Grantees must ensure PII is sufficiently protected, follow their existing agency data protection internal controls for handling and storing data, and will transfer required data to BWDA. These activities must be performed in accordance with the commonwealth's Information Technology Policy regarding the proper use and disclosure of PII. Information regarding this policy is included in the *Links & Resources* section within this document.

Allowable and Disallowable Costs and Expenses

Funds available through this NGA must be used to support the WPDI Grant initiative. Proposals should demonstrate efficient and effective use of resources.

- **Allowable Costs:** Grant funds can be utilized to support the required and optional activities as outlined in this announcement and administrative costs. Administrative costs must not exceed 10% of the total amount requested.

Administrative activities include the performing and coordinating of the following functions:

- Accounting, budgeting, financial and cash management functions
- Procurement and purchasing functions
- Property management functions
- Personnel management functions
- Payroll functions
- Coordinating the resolution of findings arising from audits, reviews, investigations, and incident reports
- Audit functions
- General legal services functions

- Developing systems and procedures, including information systems, required for these administrative functions
- Fiscal agent responsibilities
- Travel costs incurred solely for the above functions
- **Unallowable Costs:** Unallowable costs include pre-award costs, building construction, procuring lobbying services, and all other costs not associated with the direct performance of the award. Pre-award costs are incurred at the applicant’s risk. L&I will not reimburse any pre-award costs. L&I reserves the right to disallow any costs that do not align with the approved grant proposal and/or the Notice of Grant Award.

Grant expenses will be paid on a reimbursement basis only. Grant expenses include actual costs that are accompanied by supporting documentation with monthly invoices submitted to BWDA during the life of the grant. For more information about satisfactory supporting documentation, visit the L&I Grants website listed in the *Links & Resources* section within this document.

Questions/Agency Contacts

Questions regarding the content of this NGA must be submitted via email to ra-li-bwda-gs@pa.gov.

Appendices

Appendix A: Application Form Sample

Appendix B: Project Summary Cover Page Sample

Appendix C: Project Narrative Sample

Appendix D: Letters of Support

Appendix E: Grant Financial Reporting Package Sample

Appendix F: EO 2021-06 Worker Protection Certification Form Sample

Appendix G: Local Board Notification

Appendix H: Grant Action Plan – Phase I

Links and Resources

Resource	Hyperlink
L&I Grants website (Appendices available here)	L&I Grants
Workforce Grant Agreement	Sample Workforce Grant Agreement
PA SAP Vendor Identification Number	Vendor Registration
Unique Entity ID (Federal)	SAM.gov
Existing Unique Entity ID Lookup	How can I view my Unique Entity ID?
Data Classification Policy	Data Classification Policy
Local Workforce Development Board Office List	Local Workforce Development Boards

Application Form Instructions
Labor & Industry (L&I) Workforce Development Grant

1. **Type of Submission:** Indicate whether this is a new request for funds for a new project or if this is a continuation of a project that was previously funded. There can also be a new request for funds for an existing project.
2. **Type of Project:** Indicate whether this grant is for training or services.
3. **Applicant:** Select Applicant type from drop down menu.
4. **Local Workforce Development Board (LWDB):** Select the name of the LWDB with whom this project will be affiliated from the drop-down menu.
5. **Grant/Project Title:** Enter the name of the project.
6. **Target Industry Cluster/Sub Cluster:** Enter the name of the Industry Cluster and, if applicable, the sub-cluster.
7. **Counties Served:** Include all counties that will be served by the grant.
8. **LWDAs affected:** List all LWDAs involved in the grant.
9. **Small Business:** Select whether your business is a Pennsylvania Qualified Small Business.
10. **Applicant Information:** Enter the applicant's name and address.
11. **Contact Information:** Enter contact information.
12. **Funding Proposal Requests:** Enter the amount requested for the project and include the amount of matching funds (if applicable).
13. **Authorized Representative:** Enter the name of the authorized representative. Sign and date the form.

Grant Name

Summary Cover Page

Name of Applicant:

Name of Fiscal Agent:

SAP Vendor ID Number:

FEIN Number:

Project Title:

Project County:

Project Partners:

Project Service Area - Local Township/City/Municipality, and
State House and Senate Legislative Districts to be served:

Brief Project Summary:

Project Point of Contact and Contact Information:

Organization Letterhead

Project Narrative

Name of Applicant:

Grant Name:

Date:

Appendix D: Letters of Support

Applicants must apply in partnership with other eligible entities; however, the application needs to identify one partner as the applicant. The partnership will serve as the regional response team and must include, at a minimum, representation from each eligible partner type listed below. If the applicant already meets one of these categories, that requirement is satisfied.

Each regional response team partner must submit a letter of support indicating their scope of involvement. Letters of support should demonstrate partner commitment and strong, high-quality cross-sector partnerships committed to working collaboratively to implement the project. Letters should include the partner's specific role, responsibilities and nature of their commitment to the project.

Letters of support will not count toward the narrative page limit. There is no limit to the number of letters submitted.

- Local Workforce Development Board
- Community College
- Career and Technical Center
- Economic Development Organization
- Organized Labor
- Utility/Water/Energy Industry Employers or Labor-Management Contractors

Appendix E: Grant Financial Reporting Package Sample

The Grant Financial Reporting Package (GFRP) is an Excel workbook consisting of multiple tabs that contain formulas to help create a grant budget. Instructions are contained in a separate spreadsheet; a Budget Preparation Manual and Quick Reference Guide (QRG) are stored within this spreadsheet to assist grant applicants in completing the budget for a grant. Detailed explanations of each cost category are available in Appendix A of the Budget Prep Manual.

	Grantee Name:			
	Grant Program:	Pennsylvania's Workforce Professionals in Digital Infrastructure		
	Funding Period:	April 1, 2026 - June 30, 2029		
		Requested Award	\$ -	Total Leveraged Funds
				\$ -
		Budget	%	Leveraged Funds
	ADMINISTRATION	\$ -	#DIV/0!	\$ -
A1	Admin Staff Salaries & Fringe Benefits	\$ -		\$ -
A2	Operational Expenses (e.g. travel, postage, printing, etc.)	\$ -		\$ -
A3	Admin Indirect Costs	\$ -		\$ -
	CAREER & SUPPORTIVE SERVICES	\$ -	#DIV/0!	\$ -
B1	Program Staff Salaries & Fringe Benefits	\$ -		\$ -
B2	Operational Expenses (e.g. travel, postage, printing, etc.)	\$ -		\$ -
B3	Other Program Expenses	\$ -		\$ -
B6	Program Indirect Costs	\$ -		\$ -
	TRAINING	\$ -	#DIV/0!	\$ -
C5	Other Training Expenses	\$ -		\$ -
C7	Other Training	\$ -		\$ -
	TOTAL BUDGET	\$ -		\$ -
		Difference	\$0.00	\$0.00

The Budget Justification is on a separate tab within the GFRP. Instructions on how to complete it are in the Instructions spreadsheet. Provide a narrative that justifies the budget for each cost category identified in the grant budget. Each projected line item and cost in the Budget must be explained. Administrative Costs cannot exceed 10% of the requested funding.

Administrative Staff Salaries (A1 Cost Category)

Name	Title	Salary	% to Grant	Total Annual	# Yrs	Total Budget	Leveraged Funds
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
0	0	\$ -	0%	\$ -	0	\$ -	-
Total Admin Staff Salaries				\$ -	-	\$ -	\$ -

- How does each identified position contribute to the operation of the grant?
 - How is each person's annual salary and percentage of time devoted to the project determined?
- Use the above prompting questions to provide justification for the cost category in the highlighted space below:

<Enter justification here>



WORKER PROTECTION AND INVESTMENT CERTIFICATION FORM

- A. Pursuant to Executive Order 2021-06, *Worker Protection and Investment* (October 21, 2021), the Commonwealth is responsible for ensuring that every worker in Pennsylvania has a safe and healthy work environment and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with Pennsylvania’s Unemployment Compensation Law, Workers’ Compensation Law, and all applicable Pennsylvania state labor and workforce safety laws including, but not limited to:
1. Construction Workplace Misclassification Act
 2. Employment of Minors Child Labor Act
 3. Minimum Wage Act
 4. Prevailing Wage Act
 5. Equal Pay Law
 6. Employer to Pay Employment Medical Examination Fee Act
 7. Seasonal Farm Labor Act
 8. Wage Payment and Collection Law
 9. Industrial Homework Law
 10. Construction Industry Employee Verification Act
 11. Act 102: Prohibition on Excessive Overtime in Healthcare
 12. Apprenticeship and Training Act
 13. Inspection of Employment Records Law
- B. Pennsylvania law establishes penalties for providing false certifications, including contract termination; and three-year ineligibility to bid on contracts under 62 Pa. C.S. § 531 (Debarment or suspension).

CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the contractor/grantee identified below, and certify that the contractor/grantee identified below is compliant with applicable Pennsylvania state labor and workplace safety laws, including, but not limited to, those listed in Paragraph A, above. I understand that I must report any change in the contractor/grantee’s compliance status to the Purchasing Agency immediately. I further confirm and understand that this Certification is subject to the provisions and penalties of 18 Pa. C.S. § 4904 (Unsworn falsification to authorities).

<i>Signature</i>	<i>Date</i>
<i>Name (Printed)</i>	
<i>Title of Certifying Official (Printed)</i>	
<i>Contractor/Grantee Name (Printed)</i>	

Appendix G: Local Board Notification

The Local Board Notification email serves to advise the local board where and how funding is being pursued in their area. This is not required for LWDB applicants. Please include a PDF of the actual email you send to the local board. Refer to the Links and Resources section of this NGA for local board contact information.

Letters of support should be addressed to:

Nancy A. Walker, Secretary
PA Department of Labor & Industry
651 Boas Street, Harrisburg, PA 17121

Appendix H: Grant Action Plan – Phase I

Grant Action Plan – Phase I

For Phase I only, please outline specific goals, activities, measurable indicators of progress, expected outcomes and project timeline. The guiding question should be: does the action plan align with the goals of the grant by:

- focusing on measurable outcomes through...
- demonstrating existing...
- including a plan aligned to...
- Include at least (#) outreach strategies...

Goal

Activity 1:

Measurable indicators of progress:

Expected outcome(s) of activity:

Amount budgeted for activity (estimated; subject to change):

Activity 2:

Timeline (quarter(s) of project in which the activity will take place):

Measurable indicators of progress:

Expected outcome(s) of activity:

Amount budgeted for activity (estimated; subject to change):