

Solicitation of Pennsylvania's Education Leading to Employment and Career Training (ELECT) Program, Request for Application

Please note: Applications will be solicited through the eGrants system.

Content to solicit:

Pennsylvania Department of Education (PDE)/Bureau of School Support, Pennsylvania's Education Leading to Employment and Career Training (ELECT) Program Request for Application

Grant Description

Since 1990, the Pennsylvania Department of Human Services (DHS) and the Pennsylvania Department of Education (PDE) have worked collaboratively to assist expectant and parenting youth through an initiative called Education Leading to Employment and Career Training (ELECT). ELECT works with pregnant and parenting youth who qualify for assistance through Temporary Assistance for Needy Families (TANF), or are otherwise income-eligible, to support their continuation of, or return to school to complete their secondary education. Funding for ELECT is provided through Federal TANF funds and a local cash match obtained by grantees.

ELECT programs are operated by local education agencies (LEAs), including Intermediate Units (IUs) statewide as a regional based program. Applicants will be awarded ELECT funds for a three-year period. Applicants must work collaboratively to eliminate barriers that may impede enrollment, attendance, receipt of services for academic success, and full participation of expectant and parenting youth - including special student populations such as out of school youth, married youth, or refugees.

PDE is committed to strengthening the academic infrastructure and supporting the achievement of all children, including those who are expecting or parenting. Grants will be made on a competitive basis to an LEA within each of the 29 regions in the Commonwealth and will be awarded based on the estimated number of students each region can support. Each region must provide services to all students within each school district including cyber and chart schools in every county within the geographic areas of the region.

Expectant and parenting youth cannot benefit from educational programs and services unless they are attending regularly and participating fully in all available program activities. Focused identification and outreach efforts are needed to enroll these participants in an educational program, help them attend, and ensure school stability. Educators need to be aware of the

barriers to school access, revise local policies and practices, and plan for the additional educational and unique needs of these students.

The purpose of this request for application (RFA) is to provide interested applicants an opportunity to apply for grants to coordinate the enrollment policies and delivery of educational and related services for the educational success of expectant and parenting youth. These services must focus on easing the identified barriers to enrollment, and attendance and success in school, including student-centered factors such as the impact of mobility on the achievement, education, health, and safety of participants, through training and outreach to LEAs and agencies serving this population.

Program Eligibility

To qualify for ELECT funding, an applicant must demonstrate their ability to serve the estimated number of students based on funding availability derived from the service cost of \$4,000 per student. Applicants proposed service area must demonstrate the need to serve a minimum of 25 participants per year and will be responsible for providing ELECT services to every eligible student in every LEA including cyber and charter schools within the counties/region they serve. Should a grantee fall below the minimum number of participants per year, this could result in a decrease in funds for the following program year within the grant cycle during reallocation. Applicants must provide a list of districts and sites they will serve in their region/service area. **Only one grant will be awarded per region.**

Applicants must demonstrate their knowledge of ELECT and/or experience working with expectant and parenting students within the RFA. Applicants must also be able to demonstrate their knowledge and capacity for tracking and reporting data per program requirements.

In the case of a joint application, the identified entity will have fiscal and contractual responsibilities. Selected grantees may only serve expectant and parenting students under 23 years of age who are pursuing a high school diploma and under 25 years of age who are pursuing a High School Equivalency (HSE) certificate, and meet one of the following eligibility criteria:

TANF Students

Expectant, custodial, and non-custodial parents of all genders, who are receiving TANF benefits.

Family Works (FW) Eligible Students

Expectant, custodial, and non-custodial parents of all genders who are not receiving TANF and whose monthly personal income does not exceed 235 percent of the Federal Poverty Income Guidelines (FPIG).

Expectations for First-Time ELECT Applicants

Any LEA applying to the ELECT program for the first time, if selected for funding, will be required to absorb and serve all students currently receiving ELECT services within their geographic region. Continuity of service is a priority, and grantees must be prepared to assume full program operations including staffing and caseload responsibilities immediately upon award.

Goals and Objectives

The goal of the ELECT Program is to ensure expecting and parenting youth receive an appropriate public education on an equal basis with all other students in the state.

Program objectives and activities are intended to remove and/or ease the barriers to enrollment and educational success, increasing parenting and life skills understanding and development as outlined in the guidelines.

The main objectives of the program are to:

- Reduce the disruption in the educational lives of expectant and parenting youth;
- Increase awareness about the nature and extent of the problems expectant and parenting youth have in fully participating in educational programs and services;
- Explain laws, resources, and policies already in place, which aid in overcoming these barriers;
- Build the capacity of others to assist in identifying, enrolling, and ensuring the educational success of expectant and parenting teens.

Program Staffing

In order to meet the requirements of the grant, each Selected Grantee must hire a 12 month, full-time Program Coordinator that is 100 percent ELECT. Program Coordinators must spend at least 50 percent of their time on Program Coordinator duties, while the other 50 percent may be distributed between other ELECT roles such as data and/or case management. If any responsibilities are altered that will affect the amount of time the individual focuses on ELECT, a budget revision must be submitted to PDE to reflect this change.

Applicants must submit a current job description for each of the positions listed within the solicitation and RFA. Job descriptions must clearly define the duties and responsibilities each role will maintain.

The Program Coordinator is responsible for day-to-day program oversight and management, including staff supervision and performance review. In addition to oversight and management, Coordinators' duties include the following assurances:

- Spend at least 50 percent of their time on ELECT Program Coordinator duties;
- Ensure ALL required ELECT participant services provided are easily accessible, high quality, and delivered to eligible participants;

- Maintain thorough participant records with the required information and documentation by reviewing case files on a consistent basis;
- Develop plans of action to correct concerns with staff performance, including requesting technical assistance, training, and/or providing corrective action;
- Maintain timely and accurate data entry;
- Proper supervision of program staff; and
- Monitor program compliance with ELECT guidelines and outcome goals as stated in the guidelines.

Selected grantees are required to employ at least one Case Manager per every 25 participants. Individuals in this role must be capable of providing the required program components and case management services as outlined in the guidelines.

Case Managers are expected to:

- Coordinate with community service providers, educators, and health providers with and on behalf of the participants;
- Advocate for the rights, strengths, and needs of the participants;
- Encourage participant self-sufficiency in learning to identify, access, and utilize resources effectively;
- Document all case management activities and educational items in the appropriate case files in a timely manner, detailing and effectively telling the participant's story, and ensuring effectiveness of services and support to the participants; and
- Respect the participants, their rights, and confidentiality, and work to ensure others treat the participants with the same respect.

Data Specialist

Selected Grantees must employ a Data Specialist who will be responsible for implementing all data requirements for both the ELECT Data Collection System (EDCS) and Commonwealth Workforce Development System (CWDS).

Backup Data Specialist

Selected Grantees must employ a backup Data Specialist. The backup Data Specialist is responsible for all aspects of data reporting, including timely submission, in the case of the Data Specialist's absence. At no time is the absence of the Data Specialist an acceptable explanation for late data submission. The backup Data Specialist role can be held by a staff person already employed by the Selected Grantee, such as the Program Coordinator or a Case Manager.

Other ELECT Staff

Selected grantees may hire other staff as needed in accordance with their individual contracts. However, selected grantees are discouraged from hiring numerous part-time positions with limited percentages of time on the job. Such action compromises the quality, consistency, and effectiveness of service delivery.

The Program Coordinator will be responsible for providing services immediately upon being awarded the grant. No planning or development period will be offered. The Program Coordinator will be required to attend the annual ELECT conference and all quarterly regional meetings scheduled by PDE.

Regions

Each applicant must indicate which region they are applying for and agree to provide services to all students located within that region. The following is a breakdown of the regions:

- Region 1:** Fayette, Greene, Washington Counties
- Region 2:** City of Pittsburgh
- Region 3:** Allegheny County (except City of Pittsburgh)
- Region 4:** Butler; Lawrence; Mercer Counties
- Region 5:** Crawford; Erie; Warren Counties
- Region 6:** Clarion; Forest; Jefferson; Venango Counties
- Region 7:** Westmoreland County
- Region 8:** Bedford; Blair; Cambria; Somerset Counties
- Region 9:** Cameron; Elk; McKean; Potter Counties
- Region 10:** Centre; Clearfield; Clinton Counties
- Region 11:** Fulton; Huntingdon; Juniata; Mifflin Counties
- Region 12:** Adams; Franklin; York
- Region 13:** Lancaster; Lebanon Counties
- Region 14:** Berks County
- Region 15:** Cumberland; Dauphin; Perry Counties
- Region 16:** Columbia; Montour; Northumberland; Snyder; Union Counties
- Region 17:** Bradford; Lycoming; Sullivan; Tioga Counties
- Region 18:** Luzerne; Wyoming Counties
- Region 19:** Lackawanna; Susquehanna; Wayne Counties
- Region 20:** Pike; Monroe; Northampton Counties
- Region 21:** Carbon; Lehigh Counties
- Region 22:** Bucks County
- Region 23:** Montgomery County
- Region 24:** Chester County
- Region 25:** Delaware County
- Region 26:** Philadelphia County
- Region 27:** Beaver County
- Region 28:** Armstrong; Indiana Counties
- Region 29:** Schuylkill County

- **Duration of Services:**
July 1, 2026- September 30, 2029 (With an opportunity to renew annually)
- **Solicitation Start Date:**
Friday, March 17, 2026

- **Solicitation End Date:**
Friday, May 29, 2026
- **Solicitation Due Time:**
11:59 PM
- **Contact Information:**
Lisa Lockwood, 717-783-9294, llockwood@pa.gov

To view the 2026 RFA before completing, [please visit the ELECT page for additional information](#).

Be advised all applications must be completed through the eGrants system.

Responses must be received through the E-grants System on the Solicitation Due Date no later than the Solicitation Due Time as set forth in the solicitation. Any conflict between the dates and/or times contained in the solicitation itself or its attachments and this advertisement shall be resolved in favor of the solicitation.