**ISEED Project Overview & Plan *(Template)***

**Organization Information:**

* Number of full-time employees in the last full fiscal year of operation.
* Please tell us about your organization(s) including areas of training expertise, markets and types of clients served, successes, and current efforts relevant to this funding opportunity, and the proposed project.

**Project Information:**

* Project Title
* Category of interest [1, 2, or 3]
* Please provide short description of the proposed project and success factors for achieving project goals **(350 words)**.
* What is the total funding requested from DOE (excluding any funding your organization(s) will provide or that will come from non-DOE sources)?
* Estimated number of workers that will receive training as a result of this project.

**Workplan (3000 words max)**

* What is the gap in existing training services that the proposed project will fill and what market challenges will the proposed project overcome? Provide supporting data such as research, publications, industry feedback.
* List the goals of the project and describe how they align with the objectives of this funding opportunity. Include metrics for each goal.
* Please describe the technical scope and objectives of the proposed project including workplan, timelines, resource requirements, new content, enhanced curriculum, and programming. Include descriptions of any existing curriculum and programs and how you intend to enhance them with additional energy efficiency and decarbonization content.
* What are your plans for expanding the reach of your training program? List any new sectors or types of employers you intend to target and types of jobs the new curricula will help trainees prepare for. Describe any planned engagement with trade organizations and employers.
* Please explain how you will measure and track the benefits trainees and project partners will gain through participation in the project. Benefits can include but are not limited to: trainee job placement rate, trainee career advancement, increased income, and target manufacturers' job-fulfillment success.
* Provide a project schedule for the entire project including milestones, tasks, subtasks, durations, decision points, and deliverables. *(Option: Download and fill out the template to create a Gantt chart and upload in the optional field at the end of the application)*

**Need for Technical and Financial Assistance (200-500 words)**

* Describe the type of expertise, technical assistance, and other types of non-financial support that DOE could provide through the ISEED Steering Committee that would be helpful to the success of the project. Explain how such technical assistance will impact the project.
* Please describe the impact that DOE funding will have on the project implementation, and why it cannot be funded wholly through other sources. Describe any efforts to secure other funding (e.g., loans, grants, etc.) and plans for other funding mechanisms to support the proposed project.

**Team Members & Resources (200-1000 words)**

* Provide a summary of qualifications, relevant expertise, experiences and time commitment of key individuals of the team. Include the same information for any subrecipients.
* Describe the facilities and equipment that will support the work.
* For multi-organizational projects, describe the roles, responsibilities, and work to be performed by each organization and how communications will be maintained among project partners.
* *Upload letters of support from program partners in the optional field at the end of the application.*

**Project Budget (Use template or equivalent)**

* Please complete and upload the template budget workbook. Include all work to be performed by the prime recipient and its subrecipients and contractors.
* *Note: The workbook is organized by milestones. This funding opportunity releases funds upon completion of milestones.*

**Community Benefits (200-500 words)**

* Describe how the proposed project will provide social and environmental benefits to the communities affected by the training provided within this project. Describe how the proposed project will engage underserved communities and ensure underrepresented groups have an opportunity to participate in the project. Please note any project activities that will result in high-quality jobs (e.g., pursuant to <https://www.dol.gov/general/good-jobs/principles>, any labor-management partnerships, participation in registered apprenticeship programs) and diversity, equity, inclusion, or accessibility measures. Include in the description at least one specific and measurable goal per milestone.
* Please explain measures that will be taken to improve the accessibility of proposed programs for people from underserved communities.
* Please detail how you will measure and track the programs’ impact for people from underserved communities, such as: job placement rates, wage growth, and career advancement opportunities.
* Please provide details on how you will measure and track impacts on project partners such as job fulfillment rates.