

ON-THE-JOB TRAINING (OJT) TRAINING SERVICES Reentry Experience Advancement Partnership (REAP) Inmate Reentry Program

REAP Grant Application

The Tennessee Department of Transportation, in partnership with the Tennessee Department of Correction, is seeking to provide classroom and field training in the highway construction trade to individuals who are incarcerated. The purpose of the REAP Program is to address the need for qualified highway construction workers in the labor market while equipping participants with foundational knowledge and skillsets necessary for future promotional opportunities and sustainable success after completion of the program. The emphasis in the classroom/field demonstration will be instruction on basic principles of highway construction and safety. Training must be adaptable to meet the evolving needs of the industry, flexible to respond to uncertainties, and incorporate evidence-based experience within adult learning principles of the training. In accordance with the Grant Contract to be issued, the REAP Training Services entity (“Grantee”) will use the federal financial assistance to carry out this program for the public purpose of on-the-job training, as specified in 23 C.F.R. Part 230 and related laws and regulations.

The REAP Program may host up to four (4) cohorts during the Grant Contract period, ideally two (2) cohorts per year, with each cohort containing up to twelve (12) participants. The classroom and field curriculum instruction will be administered inside a correctional facility located in Middle Tennessee and conducted over an 8-10 week timespan with approximately 374 clock hours. Following the successful completion of the classroom/field curriculum, participants may participate in a four (4) week internship with participating contractors.

About the REAP OJT Training Services Provider

The Grantee will provide properly trained subject matter experts for classroom instruction for TDOT’s highway construction workforce program to educate incarcerated individuals to become skilled highway construction workers. The State-approved curriculum requires approximately 374 clock hours of core construction classroom/field training, inclusive of hands-on equipment training for hand and power tools and heavy equipment (i.e., forklift and backhoe). The Grantee is responsible for providing and transporting all tools and equipment to and from the correctional facility.

Classroom and field courses to be provided by the Grantee will include:

- Bloodborne Pathogens
- HAZCOM/GHS

- First Aid CPR and AED
- Construction Safety Orientation
- Construction Math
- Introduction to Hand Tools
- Introduction to Power Tools
- Introduction to Material Handling
- Confined Spaces in Construction
- Introduction to Construction Blueprint Reading
- OSHA 30
- Qualified Rigger/Signaler
- Introduction to Personal Protective Equipment
- Traffic Controller/ ATSSA Flagger Certification
- Equipment Safety Inspection
- Identification of Heavy Equipment
- Introduction to Construction Staking & Site Layout
- Resume Prep and Interviewing Skills

In addition, the Grantee shall partner with local highway contractors with active TDOT contracts containing a training special provision to encourage the hiring of REAP participants for internships, hopefully leading to full-time positions for REAP participants at the conclusion of the program.

REAP Funding Requirements

This OJT program is a 100% federally funded program via the Federal Highway Administration.

REAP Grant Application Ranking Criteria:

The grant application ranking criteria will include the information and factors in the Required Information and Detailed Description submittal sections explained below. The Grant Contract awarded will be prepared in accordance with applicable State and Federal requirements, including but not limited to all applicable provisions of 23 C.F.R. Part 230, 2 C.F.R., and related laws and regulations governing the Federal Highway Administration (FHWA) On-the-Job Training (OJT) Program.

REAP Grant Application Required Information (Questions 1-5)

Please complete all the following required fields regarding this grant application.

General Information

1. Name of business entity:
2. Brief description of entity's purpose and function:
3. Year the entity was first authorized to do business in Tennessee:
4. Respondent's State of Tennessee 10-digit Edison Supplier ID #, if available (will be required prior to contract execution):
5. Respondent's Subrecipient Unique Entity Identifier under SAM.gov, if available (will be required prior to contract execution):

Grant Application Required Detailed Description

Please attached a detailed description of:

- Company experience
- Relevant staff members assigned to conduct training if awarded, including qualifications and expertise
- Previous experience with similar work, if any
- Minimum of two (2) professional references from a current or past client for which the Respondent provided training (Company name, contact name, email address, and phone number)
- Curriculum that will be used for the training administered
- Evaluation methods and metrics used to determine the student's mastery of the taught material
- Marketing plan to attract local highway construction contractors' participation in the program through internships and full-time employment
- Materials and equipment used to teach and train participants
- Identify what the Respondent needs in the classroom to administer training (i.e., chalk/whiteboard, projector/television, Wi-Fi, etc.)
- Respondent's proposed cost per student and overall budget for the program

Limit: 15 pages for Detailed Description (staff resumés not included in 15-page limit).

Grant Application Additional Information

Please feel free to attach any other support information to this Grant Application that would be relevant in assessing your entity's expertise.

Limit: 5 pages for Additional Information.



Grant Application Primary Contact Information:

Entity:

Name:

Title:

Email:

Telephone Number:

Mailing Address:

Grant Application Deadline and Contract Award:

The REAP Grant Application, along with any other information related to the grant application must be completed and submitted electronically via email by **2:00 pm CST on July 8, 2024**, to Jessica.M.Starling@tn.gov with the subject line "**REAP Grant Application.**"

Following review and scoring of submitted applications, TDOT will enter into final discussions with the top ranked Respondent to enter into a Grant Contract in form prescribed by the State. TDOT reserves the right to move on to the next ranked Respondent(s) in the event said discussions are unsuccessful.

For questions regarding this grant application process, please contact Jessica Starling, TDOT Civil Rights Division Director via email at Jessica.M.Starling@tn.gov.