

## Request for Proposals

The Lackawanna County Workforce Development Board (WDB) is soliciting proposals that support business-education partnerships that address innovative initiatives. Business-education partnerships connect local businesses with school districts to promote job opportunities and career pathways. Projects must have a direct linkage to Lackawanna County school districts (elementary, intermediate or high school level) and be designed to connect schools, employers, and students in career-related experiences and exposure opportunities for students through inter-active, hands-on projects; internships; workplace shadowing, career mentoring, etc. Projects designed to increase awareness of in-demand technical careers for students, their parents, and educators in an effort to promote the value of technical education will be strongly considered. Projects, if awarded, will commence in early November, 2018, and must complete by April 30, 2019. A total of approximately \$60,000 will be available for distribution. Prior to award, the WDB reserves the right to enter into a discussion with a selected project applicant(s) for any reason deemed necessary including, but not necessarily limited to: the budget is not appropriate or reasonable to the described project; the proposed activity(ies) is not comprehensively detailed/explained or does not meet the project scope as defined above; the applicant has not demonstrated the capability to administer/oversee/conduct the proposed activity; the applicant does not agree to the reporting requirements (quarterly); only a selected portion of the application is under consideration, etc. Please note: if the proposed project has been funded in previous years, participant income eligibility may be required. For previously-funded projects, please provide outcome data. Interested applicants should forward a detailed proposal, in narrative format, not to exceed 7 pages, including a one paragraph synopsis as the 1<sup>st</sup> paragraph of the narrative that fully describes/explains any activity proposed. Additionally, please provide a DETAILED budget and line-item narrative of ALL costs associated with the proposed activity(ies). One hard copy of the proposal (narrative & budget) should be submitted in a sealed envelope to: Mr. Don Frederickson, Lackawanna County Chief of Staff, 200 Adams Avenue 6<sup>th</sup> Floor, Scranton, PA 18503 by 12:00 P.M. (noon) on Monday, October 22, 2018. An additional electronic submission should be sent to Ms. Virginia Turano, Executive Director, Lackawanna County WDB at [vturano@wiblackawanna.org](mailto:vturano@wiblackawanna.org).