

Evaluation Review Committee for Workforce Ready Grants

September 2022

The Higher Education Coordination Commission is looking for individuals with knowledge in workforce development and a commitment to diversity equity and inclusion to join the Evaluation Review Committee for Workforce Ready Grants Round One: Capacity Building for Workforce Programs.

Workforce Ready Grants represent a total investment of \$95M and are being made available for application in phases. Round One grants will fund organizational investments and can be referred to as capacity-building grants. Round One grants are intended to broaden the type, number, and capacity of organizations that comprise Oregon's workforce system. The application period for Round One ran from June 29th, 2022 through August 13th, 2022.

We are excited to share that 146 grant applications were submitted for consideration. Those applications are currently undergoing an eligibility review. The Evaluation Review Committee will review eligible applications and score them based on the scoring criteria established in the Request for Application (RFA). These scores will help inform funding and award decisions for Workforce Ready Grants Round One. Evaluation Review Committee members will receive training as well as written instructions prior to starting the review process.

If you are interested in joining the committee please make sure you meet the requirements and are able to meet the date and time commitments listed below:

- **Conflicts of Interest:** If your organization, or an organization you represent (including as a board member), submitted an application for Workforce Ready Grants Round One, please do not join the Evaluation Review Committee. If an unexpected conflict of interest arises as you are reviewing applications, you will be able to flag the conflict and that application will be reassigned.
- **Time Commitment:** We anticipate the time commitment to be approximately five (5) hours including the orientation/training, review process and follow up questions.
- **Date Range:** September 7th, 2022 (orientation and application assignments) to September 21st, 2022 (evaluations due)
- **Method:** SurveyMonkey Apply, a web-based grant management system, was utilized for all grant submissions. Most Evaluation Review Committee members will review and score applications within this platform. Some applicants included multiple projects within their applications. In order to make more detailed funding decisions, these applications will be scored through another process to enable scores to be produced for each project rather than one cumulative application score.

- **Orientation:** Training will be held on Wednesday, September 7th, 2022 Training will be held virtually and will be recorded. The session will be recorded and made available so attendance is not required.

If you are able to participate in the Evaluation Review Committee, **please email futurereadyoregon@hecc.oregon.gov by Monday, September 12th at noon with the following information:**

- Name
- Contact Information
- Job Title (if applicable)
- Affiliation (if applicable)
- Short statement on your interest