

Entrepreneurial Program in Mississippi - Statewide

Proposal Package

Submitted by:
The Montgomery Institute

In Partnership with:

Mississippi Small Business Development Centers

Mississippi Association of Community and Junior Colleges:

Coahoma Community College
Copiah Lincoln Community College
East Central Community College
East Mississippi Community College
Hinds Community College
Holmes Community College
Itawamba Community College
Jones County Junior College
Meridian Community College
Mississippi Delta Community College
Mississippi Gulf Coast Community College
Northeast Mississippi Community College
Northwest Mississippi Community College
Pearl River Community College
Southwest Mississippi Community College

And in Cooperation with:

Mississippi Department of Employment Security and WIN Job Centers

Mississippi Department of Employment Security PROPOSAL PACKAGE

Entrepreneurial Program in Mississippi - Statewide			
Organization: The Montgomery Institute	Federal Tax ID Number: 64-0932080		
Contact Person: Bill Crawford	Phone Number: 601-483-2661		
Physical Address: 200 24 th Avenue South, Meridian, MS 30301			
Mailing Address (If different): P.O. Box 1889, Meridian, MS 39302			
E-Mail Address: TMIBill@bellsouth.net	Fax Number: 601-483-2661		
Checklist: The following items comprise our Proposal: <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> Completed Cover Page <input checked="" type="checkbox"/> Completed Proposal Package <input type="checkbox"/> Local Area(s) Support Letter(s) <input type="checkbox"/> WIN Job Center Support Letter(s) <input checked="" type="checkbox"/> Partner Letters </td> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> Non-Profit or For-Profit Corporate Certificate (If Applicable) <input type="checkbox"/> Most Recent Audit Report (Already an MDES contractor) <input checked="" type="checkbox"/> Budget Narrative </td> </tr> </table>		<input checked="" type="checkbox"/> Completed Cover Page <input checked="" type="checkbox"/> Completed Proposal Package <input type="checkbox"/> Local Area(s) Support Letter(s) <input type="checkbox"/> WIN Job Center Support Letter(s) <input checked="" type="checkbox"/> Partner Letters	<input checked="" type="checkbox"/> Non-Profit or For-Profit Corporate Certificate (If Applicable) <input type="checkbox"/> Most Recent Audit Report (Already an MDES contractor) <input checked="" type="checkbox"/> Budget Narrative
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Requested Funding For Year One	\$289,000.00		
TOTAL Requested Funding	\$289,000.00		
I hereby declare that the information provided in this proposal is accurate, valid and a full disclosure of requested information. I am fully authorized to represent the organization listed above, to act on behalf of it, and to legally bind it in a matter related to this proposal.			
Name: William S. Crawford	Title: President		
Signature:			
Date:			

For MDES Use Only	
Date Received:	Time Received:
Received By: (Print Name)	Signature:

Mississippi Department of Employment Security PROPOSAL PACKAGE

<p>Entrepreneurial Program in Mississippi – Statewide</p>
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VENDOR STATEMENT OF COMPLIANCE

Prospective Contractor’s Representation Regarding Contingent Fees

The prospective Contractor represents as a part of such Contractor’s proposal that such Contractor has not retained any person or agency on a percentage, commission, brokerage, or other contingent arrangement to secure this contract.

Debarment

The prospective Contractor certifies as a part of such Contractor’s proposal that such Contractor is not currently debarred from submitting proposals for contracts issued by any political subdivision or agency of the State and that it is not an agent of a person or entity that is currently debarred from submitting proposals for contract issued by any political subdivision or agency of the State.

By submission of this proposal, I have agreed to adhere to **all conditions and requirements**, as set forth in the MDES Request for Proposal. I further understand that my failure to comply with all requirements and qualifications will result in disqualification of my proposal relative to this procurement action. I have submitted appropriate documentation and completed proposal form(s) as necessary to substantiate this evaluation. If inadequate, my proposal will not meet the proposal requirements and will be evaluated as “Not Meeting Specifications.”

To concur, sign below:

OFFEROR: _____ Date: _____

Be sure to check each box and answer each question as requested below. All responses must follow the instructions provided. The length must be limited as prescribed by the instruction. This section is a precondition to scoring and funding any proposal.

I. BIDDER QUALIFICATIONS

A. What type of organization is applying for funding:

- 1. Corporation - A copy of your incorporation certificate must be attached to this proposal; (**We are a non-profit corporation.**)
- 2. A Governmental Entity;
- 3. A For-Profit Corporation – A copy of your incorporation certificate must be attached to this proposal;
- 4. A Sole Proprietorship;
- 5. A Private Partnership – A copy of your incorporation certificate must be attached to this proposal; or
- 6. Other – Specify:_____.

X B. For how many years has your organization successfully managed Federal funds? Six

SOURCE; YEARS; CONTACT; PHONE:

1. HUD EDI Special Project (B-03-SP-MS-0401); 9/2003-5/2007; Herbert Mallette, 202-402-4885.
2. US DOE Grant (U282B030012); 10/2003 – 9/2006; Dean Kern; 202-260-1882;
3. DOL WIRED Grant through Alabama Department of Economic and Community Affairs (5S290003/7S298220); 2/2006 – 6/2010; Bill Hornsby (ADECA) 334-242-5847; Connie Taylor (DOLETA) 404 302-5338;
4. MDA CDBG (1165-05000TA-05); 1/2008-6/2009; Steve Hardin, 601-359-2366
5. MDES Governor’s Discretionary WIA (8-S90-040-W6727-1); 11/2008-2/2010; Michael Curran; (601) 321-6594

X C. List all partners and training or service providers that will participate in the provision of the proposed activities?

Name of Organization	Address
Mississippi Association of Community and Junior Colleges (all 15 state community and junior colleges)	c/o Dr. Willis Lott, PO Box 548, Perkinston, MS 39573
Mississippi Department of Employment Security/WIN Job Centers	1235 Echelon Parkway Jackson, Mississippi 39213
Mississippi Small Business Development Center and sub-centers	P.O. Box 1848 University, MS 38677-1848

The proposer must ensure that all partners meet the qualification to receive federal funds, i.e. incorporated, not debarred, etc.

- X E. Which non-MDES funds/resources will be leveraged by this proposal if it is funded?
1. Resource/Source: West Alabama – East Mississippi WIRED grant.
Estimated resources/funds leveraged: \$24,940 for salary, fringe benefits, and allocated overhead for the Program Manager (assuming Dec. 1 start date).
 2. Resource/Source: College partners will provide grant/program oversight, facilities, equipment, and other services that will not be covered by the \$200 per participant ITA amount. These costs will be covered from other funds generated by the colleges.
Estimated resources/funds leveraged: It is not possible to accurately estimate this amount, but it will be significant.
 3. Resource/Source: SBDC staff time provided will be significant. SBDC staff is paid from both federal (SBA) and local resources.
Estimated resources/funds leveraged: It is not possible to accurately estimate the amount of time SBDC staff will provide for this program.
- X F. The following quantifiable program performances have been delivered by the proposing organization or a partner (Specify Source):
1. Performance Objective: MDA CDBG grant – Provide technical assistance in entrepreneurship to all low and moderate income communities outside WIRED region – target = 61.
Performance Achieved: 61 communities served.
Percent of Goal Achieved: 100%
Period of Performance: 1/2008-6/2009
 2. Performance Objective: WIRED grant – Total number of communities for which Start-It! Cards and community connectors have been implemented – target = 148.
Performance Achieved: 158
Percent of Goal Achieved: 107%
Period of Performance: 2/2006 – 6/2009
 3. Performance Objective: MDES grant - Number of individuals who register and use the MyBiz.am website – target = 2,000.
Performance Achieved: 2,471
Percent of Goal Achieved: 124%
Period of Performance: 11/2008 – to date.

II. BACKGROUND AND TRACK RECORD (20 Points)

A. Background (10 Points) (Four Pages)

1. Describe your organization's experience in serving the target group listed on Section IV. of the RFP. (5 points) (Maximum Limit – Two Pages)

For the past four years, The Montgomery Institute (TMI) has managed the West Alabama – East Mississippi WIRED Initiative. Principal partners in this initiative were eight community and junior colleges and the workforce systems in Mississippi and Alabama. This project developed innovative entrepreneur and advanced manufacturing programs to train dislocated and incumbent workers and eligible youth. Fiscal year 2009 reports from Mimmo Parisi at Mississippi State University showed the four Mississippi community and junior colleges participating in the project trained over 11,000 persons in WIRED related programs. This indicates the Institute's ability to effectively manage a large program with multiple partners serving groups that include the target group for this project.

This project will operate in a similar manner to the WIRED grant. TMI will manage the program, community and junior colleges will deliver the training, WIN Job Centers will provide the target participants, and SBDCS will help assess and refer participants. The project is a scaled version of the "Project GATE" proposal MDES submitted to DOLETA last year and includes the same partners.

Mississippi's community and junior colleges have extensive experience working with WIN Job Centers to identify and recruit eligible participants into training programs provided by the colleges. During 2009, TMI worked with Mississippi Gulf Coast Community College to conduct a demonstration of the entrepreneur training proposed for this project. (This was done under the MDA - CDBG grant cited earlier.) The college worked with the Coast WIN Job Center to identify and recruit participants. More participants applied than training seats were available, so a number had to be referred to a similar class offered by Pearl River Community College. The participating colleges have the experience needed to well-implement this program.

1. Described your organization's experience in delivering services in the target areas. (5 points) (Maximum Limit – Two Pages)

The target area for this proposal is the State of Mississippi. Through the WIRED initiative, TMI and partner colleges have delivered entrepreneur development services for a bi-state, 37-county area. Governor Haley Barbour, MDA, and MDES provided funds to expand the WIRED "MyBiz.am" entrepreneur development program to the entire State of Mississippi. For the past two years, TMI has managed programs to accomplish this expansion that included outreach to all communities and training entrepreneur instructors at all 15 colleges. These goals have been accomplished. Both the WIRED and Mississippi projects demonstrate TMI's ability to work with the colleges to deliver entrepreneur development services statewide.

B. Performance Achievement (5 Points) (Two Pages)

Refer to the performance objective(s) listed in Section I. of this Proposal Package. Explain why your organization's past performance is a good predictor of high

performance if this proposal is funded by MDES (5 points) (Maximum Limit – Two Pages)

The principal objective of MDES as set forth in Section I. of this proposal is to establish “a program that will make self-employment an option for dislocated workers and others impacted by the economic downturn.” This is a joint objective of MDES and the MyBiz.am Entrepreneur Development System that The Montgomery Institute (TMI) and Mississippi community and junior colleges (MACJC) have been promoting since 2005. It was in April 2005 that Governor Haley Barbour, MDES, and MDA joined MACJC and TMI in creating the Mississippi Entrepreneur Alliance. Offering “make a job” training as an alternative to “take a job” training through the workforce training system was and is a major goal of the Alliance. The MyBiz.am Entrepreneur Development System is the direct outgrowth of the Alliance’s objectives.

Through the “MyBiz.am” grants already provided by Governor Barbour (MDA – CDBG and MDES – discretionary WIA), The Montgomery Institute and its partners have:

- Conducted research and demonstrations regarding small business creation through the research conducted by Dr. Brent Hales at the University of Southern Mississippi and the program demonstrations in WIRED and at Mississippi Gulf Coast Community College;
- Implemented innovative incumbent worker training programs for those seeking self employment based on Dr. Hales’ innovative Southern Entrepreneurship program and as currently being implemented at all 15 community and junior colleges;
- Implemented programs to increase the number of individuals in non-traditional training and employment as demonstrated in the WIRED/MyBiz.am programs to date ; and
- Utilized a sector strategy that includes collaborations with MDA, MDES, MTA, the State Board of Community and Junior Colleges, Mississippi’s four workforce areas, USM, the Southern Rural Development Center, PDDs, and Mississippi’s Small Business Development Centers that resulted in statewide entrepreneur policy recommendations to the Governor. (NOTE: this application conforms to those policy recommendations.)

The primary purpose for this grant is to provide “individual training account” funds for eligible individuals who seek self-employment. Currently, none of the local workforce investment boards make ITAs available for entrepreneur training. Neither does the State Workforce Investment Board provide such funding. Utilizing ARRA funds in the manner proposed will allow the participating partners to demonstrate how such a program can meet the needs of participants; and that use of workforce funds for self employment training is appropriate.

The Montgomery Institute and partners have demonstrated commitment to these objectives and performed as intended under the grants awarded for these purposes to date. This proposal will conclude the development and demonstration phases of the objectives originally set forth by the Mississippi Entrepreneur Alliance and as reiterated in this RFP.

C. Administrative Systems (5 Points) (Two Pages)

- 1 Describe your organization’s track record in managing public funds. Explain any adverse monitoring or audit findings within the last three years, including how these findings, if any, have been successfully addressed. (3 points) (Maximum Limit – One Page)

Since its creation in 2000, The Montgomery Institute has received several grants of federal funds totaling over \$5.6 million. These include:

- HUD EDI Special Project (B-03-SP-MS-0401) for \$89,415 awarded in September 2003;
- US DOE Grant (U282B030012) for \$78,592 to research opportunities for Meridian Public Schools to develop a Charter School awarded in October 2003;
- Sub-recipient grant in May 2006 from the Alabama Department of Economic and Community Affairs for \$4,132,621 million to manage the West Alabama – East Mississippi WIRED grant;
- Regular CDBG and Katrina CDBG from MDA totaling \$627,000 in January 2008 to take the MyBiz.am program statewide;
- Sub-recipient grant in February 2008 from the Mississippi Community College Foundation for \$193,000 to manage the HUD Neighborhood Initiative grant it received to implement Mississippi Entrepreneur Alliance objectives;
- Governor’s Discretionary WIA grant through MDES for \$500,000 in November 2008 to further develop the MyBiz.am program statewide.

There have been no findings in TMI’s annual independent audits (TMI audits comply with Circular A-133). There have been two monitoring findings; both successfully resolved:

1. MDA on 9/8/2009 reported a finding in closing TMI’s CDBG grant that the Institute in one instance failed to disburse federal funds deposited in its account within three (3) days as required. TMI revised its cash management policy and procedures to avoid inadvertent errors of this nature. By letter dated 9/15/2009 MDA Bureau Manager Dana Jones found TMI had adequately addressed this finding.
2. DOLETA reported on 7/2/2009 that TMI had not adopted sufficient financial control policies (no financial control practices were questioned or errors found). Although TMI had previously adopted all policies required by the master grant recipient, ADECA, the Institute adopted the additional policy statements requested by DOLETA. By letter dated 10/5/2009 ETA Regional Administrator Helen Parker found TMI had taken acceptable corrective action.

As a result of these reviews, TMI can now say it has in place administrative policies and procedures that comply fully with DOL and HUD requirements and Circular A-122.

2. Describe your organization’s plans for working with the necessary partners of this project. Explain the process for formal agreements with partners that will track safeguard projects funds provided to partners. (2 points) (Maximum Limit – One Page)

The Montgomery Institute currently has formal agreements approved by MDES with all partners in this proposal except for the Mississippi Small Business Development Centers. These agreements exist under the Governor’s Discretionary Grant for MyBiz awarded November 14, 2008. TMI will utilize the same formal agreement process for this proposal, whereby proposed agreements will be submitted to MDES for review before execution.

Included in these agreements will be the requirements set forth in this RFP as well as requirements for participant tracking and periodic reporting. TMI will regularly monitor performance as it does under the existing grant. All agreements will be “reimbursement” based meaning that partners will expend funds then seek reimbursement. TMI requires and reviews full documentation of such expenditures prior to reimbursement.

III. PROGRAM DESIGN (45 points) (Twelve Pages)

OVERVIEW: Potential participants will be identified by WIN Job Centers and other partners. Orientation and assessment sessions will be conducted at WIN Job Centers by SBDC partners. Individuals completing the orientation and assessment sessions will be referred to a community and junior college partner chosen by the participant. The college will enroll the participant in the next available class (either non-credit or credit) upon the participant purchasing a workbook and a flash drive needed for the class (estimated cost less than \$25). Research shows having even this minimal investment helps motivate participants to complete. The college will provide the entrepreneur training class for the \$200 ITA amount specified in this proposal. Upon completion the participant will receive a certificate of completion and be referred back to the SBDC. Colleges will report completer figures. The SBDC will provide follow-up counseling and track the completers' performance. Completers starting businesses within six months of completing training will be reported by the SBDCs.

- A.** Describe your organization's applicant outreach/recruitment strategy. (10 points)
(Maximum Limit – Two Pages)

WIN Job Centers do a good job identifying and registering dislocated workers, Veterans, and others impacted by the economic downturn. TMI will train WIN Job Center staff to further identify and recruit eligible individuals interested in self-employment. "MyBiz.am" posters and information will be placed in each WIN Job Center. Community college partners will recruit eligible youth by contacting schools and out of school youth programs and refer them to the nearest WIN Job Center. Upon identifying a cohort of potential participants, WIN Job Centers will contact the nearest SBDC to come and provide orientation and assessment. Individuals completing the orientation and assessment will be referred to the college of their choice for enrollment in the program.

Research shows that commitment and perseverance are two key qualities entrepreneurs must possess. These form the basis for the assessment process. Individuals must come to an orientation at the WIN Job Center where a Small Business Development Center professional will take them through the First Steps video and orientation. Individuals who complete this process and choose to proceed will sign-up for the next available class. They will receive a notice of the class and be required to come to the community college to enroll, where they will be required to purchase a workbook and flash drive. Individuals who persevere through this early process are most likely to persevere through the class and proceed to open a business.

- B.** Describe how your organization's strategy and coordination with the area's employers will impact the number of individuals who will obtain employment. (10 points) (Maximum Limit – Three Pages)

The innovative Southern Entrepreneur Program (SEP) developed by Dr. Brent Hales at the University of Southern Mississippi and adapted to community colleges under the MDES MyBiz.am grant is the entrepreneur training program to be implemented by this proposal. SEP provides for the engagement of local business leaders to provide coaching and mentoring for program participants. Additionally, project partners will encourage local business and development organizations such as Chambers of Commerce and Economic Development Authorities to engage members in the program. Through this engagement local employers can

and will help individuals seeking to become self-employed to succeed in establishing new businesses.

- C.** Describe your organization's strategies, such as support services, to insure those participants are successful in and complete upgrade training. (10 points)
(Maximum Limit – One Page)

Funds in this proposal are not sufficient to pay for supportive services, other than the cost of instruction. Partners will refer participants needing supportive services to traditional providers such as the local office of the Department of Human Services, child support divisions of Planning and Development Districts, and other local, state, and federal support programs.

One strategy intended to mitigate the need for support services is to offer entrepreneur training classes on weekends and in the evenings.

- D.** Describe the planned training curriculum and how it will be structured to accommodate the participant workers' schedules. (5 points) (Maximum Limit – Three Pages)

The Southern Entrepreneur Program developed by Dr. Brent Hales at the University of Southern Mississippi consists of 12 to 13 classes (instructor's choice) at three hours each. Key objectives, including development of a business plan, are:

- To provide the basics of the National Foundation for Teaching Entrepreneurship training program to the participants. This program includes basic accounting and marketing training and results in the development of a business plan. Topics in this program include: setting goals; problem solving; decision making ; self esteem; values/attitudes/mindset; communication skills; managing change; why businesses fail; identifying business opportunities; networking; the business plan; record keeping for success; is your business legally and financially sound.
- To provide students with QuickBooks training enabling them to be more effective in their fledgling business efforts.
- To increase the likelihood of new entrepreneur success by engaging existing business leaders to serve as mentors for the program participants. Ideally, program participants will be partnered with mentors in similar business fields.

These classes may be structured to occur once a week, two to three times a week, in the evening, on the weekends, etc. Each college partner will work with referred individuals to establish class schedules to accommodate their needs.

- E.** Describe the facilities and partnerships to be used in the delivery of this training. (5 points) (Maximum Limit – Two Pages)

WIN Job Center facilities will be used for orientation and assessment by SBDCs. Community and junior colleges will offer entrepreneur classes on their campuses; they may also partner with WIN Job Centers, Chambers of Commerce, and other organizations to offer these classes in additional locations. Colleges will work with WIN Job Centers to provide classes at convenient locations.

Upon graduation, participants will be referred back to Small Business Development Centers for follow-up counseling and tracking. SBDCs will provide tracking to determine which participants start businesses within six months of completing training.

F. Describe specific plan for sustaining the program past the one period. (5 points)
(Maximum Limit – One Page)

The partnerships herein were formed prior to this proposal through the Mississippi Entrepreneur Alliance and will be sustained beyond this proposal. There is strong commitment to implement self-employment training in this state. The keys to sustainability are development of the market and identifying funding streams. The plan for sustaining this program consists of four strategies:

1. The first results from embedding the capacity and interest to teach entrepreneur classes at each community and junior college. Attracting and retaining entrepreneur instructors who will build classes to meet participant needs requires stimulating the market for such classes. This proposal will both stimulate and prove the market for each of the 15 participating colleges. It will provide the opportunity to develop the capacity of instructors to understand and work with this market. As they do so, they will have the means and incentive to sustain entrepreneurial instruction.
2. Based on the anticipated results of this project, partners will encourage both state and local workforce investment boards to make provision of Individual Training Account funding for entrepreneur training for eligible individuals.
3. In the event local and state workforce investment boards do not begin to allow usage of ITAs for entrepreneurial training, colleges will be able to offer this training at a reasonable cost – approximately \$200 per person plus the cost of the workbook and flash drive.
4. In addition to the above, college partners will be working to develop the entrepreneur classes as Career and Technical credit classes. As such, participants will be eligible for Pell grants and other scholarships to help pay the costs of classes. Some colleges will offer these classes during the term of this grant.

IV. COST EFFECTIVENESS AND PLANNED PERFORMANCE OUTCOMES
(20 Points)

A. Planned Performance

Complete the following table to show planned outcomes. You may include additional outcomes that add value to the training or services. (8 points)

Outcome	Number	Rate
1. Individuals Served	1,000	
2. Individuals Completing Program (# trained or complete business plan)	750	75%
3. Individuals starting new businesses (within six months)	75	10% (of completers)
4. Individuals seeing growth in existing business as a result of program	NA	
5. Youth served	Included in #1	
6. Youth employed as a result of program	NA	
7. Other - Specify		

NOTE: Completers will be those who complete training, with the provision that some participants may accelerate through the class and complete a business plan and thereby be marked as completers by the instructor.

B. Cost Effectiveness (5 points) Complete the attached budget section. Explain why all costs are reasonable and necessary and cost effective. (Maximum Limit – Two Pages)

SEE ATTACHED BUDGET NARRATIVE AND WORKSHEET IN ATTACHMENT C.

The total cost of this proposal is \$289,000 for an average cost per participant of \$289 (divide \$289,000 by 1,000 participants). Comparatively, other federal training grants managed by TMI and college partners have averaged \$2,700 to \$3,500 per participant. This is a very cost effective proposal.

Just \$12,136 is provided for grant administration, a low rate of 4.2%. Grant administration are necessary for implantation of the grant. Duties include preparing agreements, receiving and disbursing funds, reviewing reimbursement requests, monitoring financial performance, and periodic reporting. The Montgomery Institute will accomplish this using just 10% of its Administrative Assistant’s time and 3% of its Presidents time.

The overall budget consists of two parts – the budget for TMI and the budget for contractual services. The TMI budget totals \$40,000; the contractual budget totals \$249,000.

In addition to the \$12,136 for grant administration, the TMI budget includes \$20,814 for program management and \$7,050 is provided for train the trainer travel costs. A program manager is needed to drive the grant's activities. These include working with partners to set up services, coordinating train the trainer activities, coordinating WIN Job Center staff training, overseeing training activities at the 15 colleges, and trouble shooting. Experiences in WIRED and other MyBiz.am programs show the need for strong program management. NOTE: Seven months of the Program Manager's salary, fringe, and allocated overhead will be paid from leveraged sources (assuming a Dec. 1, 2009 start date). One to three train-the-trainer events will be needed to add instructors at some colleges.

Salaries reflected in the budget are at the same or reduced levels to those currently in the MDES grant to TMI for MyBiz.am.

The \$249,000 for contractual services has four parts:

1. Participant ITAs - \$200,000: Each participant enrolled will be awarded a \$200 ITA to be paid the college. A contract will be executed for each college. The SEP class is the equivalent of a three-hour semester-based class. At Hinds Community College, for example, a three-hour class would cost \$85 per credit hour or \$255. These funds will be paid to colleges to cover instructional costs. This is a cost effective approach to providing needed entrepreneur training.
2. WIN Job Center Reimbursements - \$12,000: WIN Job Centers will provide participants identification, recruitment, orientation, and tracking services. MDES may be reimbursed for incremental costs at WIN Job Centers for supplies and services provided for this program up to \$12,000. A contract with MDES will be executed. This program will place added duties with incremental costs on WIN Job Centers. This limited amount of funding will cover unbudgeted costs at the centers.
3. SBDCs \$28,000: SBDCs will provide participants orientation, assessment, follow-up, and tracking services. SBDCs may be reimbursed for mileage costs for traveling to and from WIN Job Centers to conduct orientation and assessment sessions; staff time to compile reports; and staff time to provide tracking of participants after they complete training. Contracts will be executed with SBDCs. Mileage will be paid at the Federal rate, currently 55 cents per mile. Staff time will be reimbursed at the rate of \$30 per hour. This program will place added duties on SBDCs. These funds will pay for the added travel but not for the added counseling/orientation time. Some of the funds will be used to cover added staff costs for reporting completer performance, a requirement of the grant.
4. KC Sourcelink - \$9,000: A one-year renewal of the MyBiz.am website license will be paid to KC Sourcelink. The original cost and two renewals have been paid by other state grants to MyBiz.am (including current MDES grant). This annual fee was proposed and agreed to in the original bid and pricing process. The website is a key tool utilized in teaching the SEP classes.

C. Budget Clarity (2 points)

All costs in this grant are similar to and allowable in the WIRED and MyBiz.am grants previously awarded.

D. In-Kind Costs (5 points)

Refer to Section I. of Attachment A of the proposal where leveraged dollars and resources are listed. Explain how non-MDES funds and resources will be

leveraged to increase project effectiveness and performance outcomes.
(Maximum Limit – Two Pages)

As noted in Section I. of this Attachment, grant resources will be leveraged by \$24,940 in WIRED funds. WIN Job Centers, colleges, and SBDCs will provide an array of services that are not covered by the grant, but cannot be readily estimated. WIN Job Centers will provide participant identification and recruitment, facilities for orientation and assessment, and registration of participants. Colleges will provide grant/program oversight, facilities, equipment, and other services. SBDCs will provide significant staff time to provide orientation and assessment, referral, and follow-up counseling.

V. Governors ARRA Priority Goals (15 points)

The proposal meets the State Plan goal of providing “innovative practices, such as supporting entrepreneurship from a state level.”

It comports with language in the State Workforce Development Plan stating, “The State Workforce Investment Board also will emphasize workforce system services to businesses, especially small businesses and entrepreneurs.”

The proposal meets the national priorities for ARRA investments for “funding ‘transformational’ programs that provide services in an expedient, effective manner; and fostering innovation among workforce efforts through best practices.” Providing self-employment services for dislocated workers and others impacted by the economic downturn is ‘transformative’ in Mississippi since such services have not been provided by the state workforce system to date. And, this grows out of a transformative WIRED grant funded by DOLETA.

Developing innovative classes that can be scheduled to meet participant schedules is both innovative and a best practice. Implementing this program will accelerate opportunities for workers from all walks of life to “make a job” for themselves by starting their own businesses. This is particularly advantageous for a rural state like Mississippi where many rural communities were already facing declining job opportunities before the economic downturn.

During 2009, 14 state organizations and one federal agency met over several months to develop a comprehensive set of entrepreneur development policy recommendations for the state. This proposal flows out of those recommendations. In particular, it derives from these two recommendations:

1. Include Entrepreneurship in State Economic Development Efforts by:

- Deploying workforce and unemployment systems to support entrepreneurs and promote entrepreneurship as an alternative to traditional employment;

2. Utilize Education and Training Systems to Nurture and Encourage Future Entrepreneurs by:

- Public colleges and universities providing entrepreneurship education, training, and technical assistance, to include infusing entrepreneurship into existing curricula where feasible.