



BiInnovate

Grant Application Guidelines

LIFE SCIENCES INDUSTRY - SHORT-FORM/STACKABLE CREDENTIAL OR/AND APPRENTICESHIP PROGRAM

21ST CENTURY TECHNICAL AND BUSINESS EDUCATION FUND

Issued by the

Department of Economic Development and Commerce

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Registration Deadline: Friday, August 9, 2024, at 4:30 p.m. AST

Proposals Due Date: Wednesday, August 28, 2024, at 4:30 p.m. AST

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1.0 Program Overview

1.1 Background & Purpose

The Department of Economic Development and Commerce (“DDEC”, for its Spanish acronym), duly organized and existing according to Reorganization Plan No. 4 of June 22, 1994, as amended, and pursuant to the Department of Economic Development and Commerce Reorganization Plan Implementation Act of 2018, Act No. 141 of July 11, 2018. DDEC is responsible for implementing and supervising the execution of Puerto Rico's public policy for economic development in the different business sectors, as well as promoting the academic, professional, social, and entrepreneurial training and development of the citizens, to promote the active integration of young people in the economic landscape.

The 2023 Fiscal Plan underscores the significance of investments aimed at enhancing the technical skills of Puerto Ricans, addressing critical skill gaps, and fostering their ability to compete and prosper in the global economy. The plan places emphasis on aligning the local labor force with the demands of the 21st-century workforce. In support of these objectives, the 2022 Fiscal Plan earmarked \$50 million for a "21st Century Technical and Business Education Fund," also referred to as the "Fund," dedicated to facilitating these strategic investments.

In the latter part of 2022 through early 2023, the Department of Economic Development and Commerce (DDEC) formulated a comprehensive "Skills Development Assessment and Plan" with the aim of establishing a strategy for 21st-century skill development across the entire workforce in Puerto Rico. This assessment systematically identified gaps in the workforce as well as in education and training providers, identified priority areas and key skills requiring attention, and delineated strategies to fortify these skills within the Puerto Rican workforce. The scope of this Grant is to increase the availability and quality of short-form technical credentials or apprenticeship programs available to both students and employees under the Life Sciences industry, a priority industry for the economy of the island. **This Grant is designed to support quality education providers and employers that offer certified apprenticeship training and/or provide short-form credentials for this industry. Biopharma, Biotechnology and Medical Devices technologies related programs and/or similar technical programs are in-scope for this initiative.**

Short-form credentials have significant market value in the Life Science Industry. Certificates and associate degrees can validate an individual's abilities in an array of important technical areas, such as operators, lab technicians, equipment maintenance, drug development and/or research and development roles. Employers are increasingly accepting – and even demanding – short-form credentials as certification of a candidate's skills.

On the other hand, apprenticeship programs offer practical and effective means of preparing individuals for successful careers in the Life Sciences industry, addressing the specific needs of employers and fostering a skilled and knowledgeable workforce. Participants gain a comprehensive skill set that makes them more competitive in the job market and receive the training in areas related to industry requirements, ensuring they are well-prepared for the specific challenges and tasks they will encounter in their roles.

A national life sciences industry hiring survey was conducted across 18 states and Puerto Rico in early 2023 and completed by nearly 700 companies. The survey was designed to capture data and information on recent and anticipated hiring and related workforce dynamics; wage and salary increases; remote work policies; difficult-to-fill positions; future hiring plans; workforce diversity initiatives, and more. It was identified that high-demand skills and subject matter expertise has continued to evolve across the life sciences, with strong growth in manufacturing and production-related roles indicating major operational and talent investments by companies, as well as continued strong demand for scientist, engineering, IT, technician, and other roles.

As demand continues to rapidly outpace the supply of skilled talent, employers are revisiting educational requirements in their hiring criteria, particularly for a range of production, biomanufacturing, lab, and other technician-level positions. Having re-examined needed competencies and skills, recruitment dynamics, and challenges with employee tenure, several companies – including many of the executives interviewed for this report – are finding that many bachelor-level employees whose career aspirations are not well-aligned with these positions, are often a poor fit for these roles. Increasingly, companies indicate that they are, or are considering, targeting individuals with two-year associate degrees, certificates, and/or corresponding experience, and many are turning to strategic educational partnerships to rapidly secure this needed talent.

Short-form credentials and apprenticeship programs allow individuals to fill gaps in training and skills at a lower cost than full degree programs. For instance, the U.S. Department of Education aims to build capacity of community and technical colleges to embed stackable, industry-recognized credentials within technical associate degree programs, through the Pathways to Credentials program. By awarding credit for a range of education, training, and workplace learning and skill building experiences that “stack” toward associate degrees, stackable credential programs help working students develop the skills they need to advance on the job and earn credentials that enable further study – at the same time. This accelerates credit attainment and may increase the likelihood of degree completion.

DDEC has the goal of increasing the number of people in Puerto Rico with short-form or stackable credentials through this program. **The priority roles for this project are operators, lab technicians, equipment mechanics, and crucial technical positions in the Life Science industry, including adding skillsets that are increasing in demand, such as automation and the integration of technology into operations operators, drug development and/or research and development roles.** In addition, through apprenticeships programs, DDEC seeks to increase the amount of training in areas related to industry requirements, ensuring they are well-prepared for the specific challenges and tasks they will encounter in their roles.

Because workforce and economic development efforts naturally align, there is a growing recognition by state policy and education leaders that to continue job growth there needs to be public funding mechanisms to ensure a supply of skilled workers to meet the Biopharma and Biotech employer demand and economic prosperity for businesses and residents of the state. This initiative perfectly aligns with President Biden's Executive Order regarding the National

Biotechnology and Biomanufacturing Initiative¹, as to the wide range of new investments and resources that will allow the United States and Puerto Rico to harness the full potential of biotechnology and biomanufacturing.

DDEC now seeks proposals from existing short-form/Stackable credential and/or apprenticeship providers – and/or employers seeking to develop new programs or expand on existing successful programs, aligned with industry needs. DDEC may adjust and/or increase total funding based on number of interested parties, quality of submissions, and projected performance.

1.2 Industry Needs Assessment

Puerto Rico offers a top-rated Life Sciences ecosystem, that for 60 years has successfully developed, transfer and manufacture biopharmaceutical, medical devices and bio-agricultural products that are distributed to over 120 countries with proven quality and business continuity.

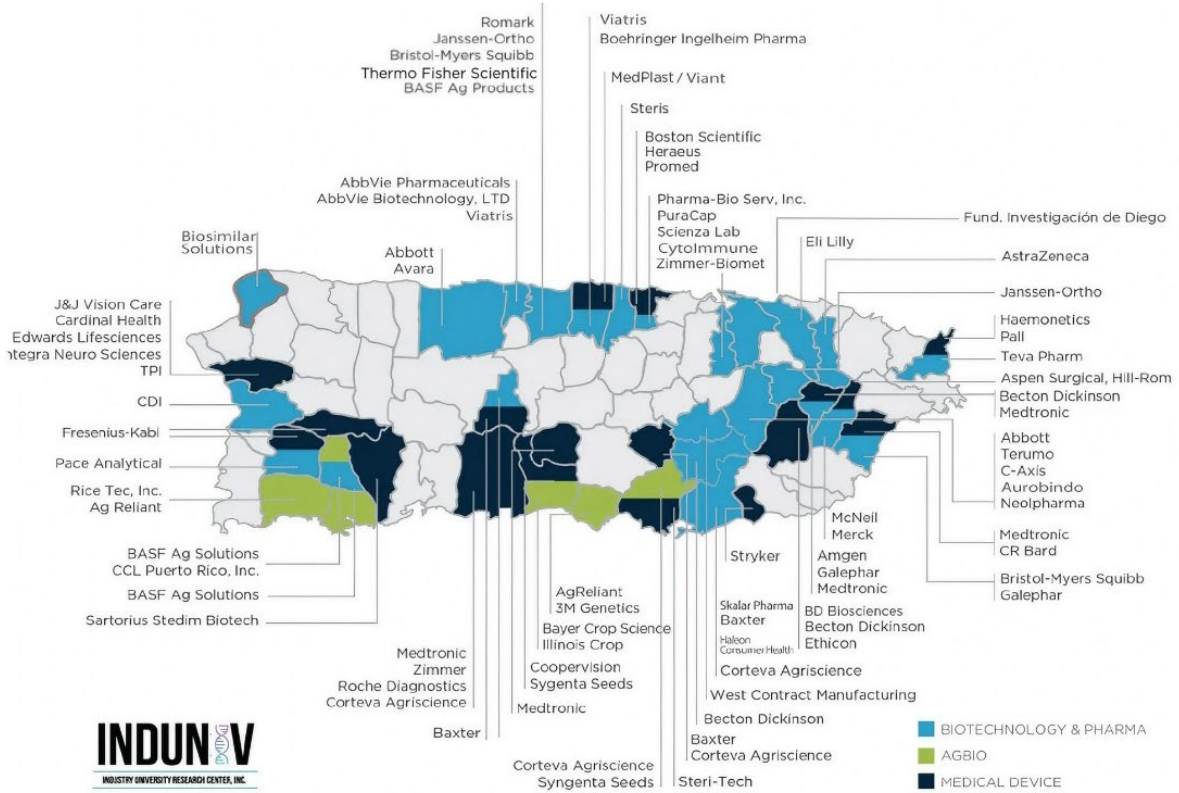
Puerto Rico has the highest density of biotech companies in the world and is the largest US jurisdiction exporting biopharmaceuticals of any states, ranking in the top 5 countries that export the highest value of medicines in the world.

With a 3.2 million population, the major economic sectors are distributed in 48% manufacturing, 21% services, 14% commerce and 8% financial with the other 9% distributed in other sectors as tourism, government, and agriculture. Of the 48% manufacturing sector the pharmaceutical industry represents about 70% of the exports.

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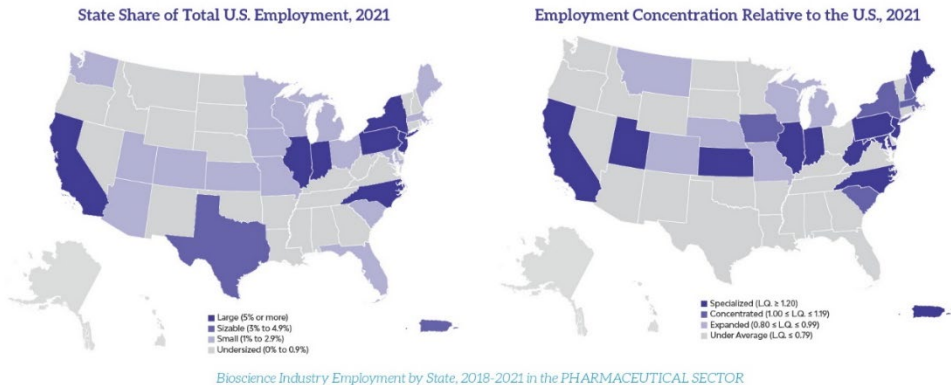
¹ <https://www.whitehouse.gov/briefing-room/statements-releases/2022/09/12/fact-sheet-president-biden-to-launch-a-national-biotechnology-and-biomanufacturing-initiative/>

PUERTO RICO'S CLUSTER: GLOBAL LEADER IN BIOSCIENCES



According to the BIO's TEconomy Report 2022², Puerto Rico stands out as the only US jurisdiction that is specialized in 4 of the 5 biotech's subsectors that includes the pharmaceuticals, medical devices, research, testing and medical laboratories. While 8 states have specialization in only 3 of the biotech subsectors (below image).

Puerto Rico has a sizable biotech industry with a highly specialized employment concentration and a diverse set of



² <https://www.bio.org/value-bioscience-innovation-growing-jobs-and-improving-quality-life>

industry strengths. Biotech companies employed nearly 39,000 direct jobs in 2021 across 999 business.

Puerto Rico is highly specialized in its employment concentration in biotech with a location quotient is 3.27 and a Pharmaceutical LQ of 6.75, this is in the top percentile of most of the USA States.

Interviews conducted within the Puerto Rico Life Sciences Industry yielded valuable insights into the talent challenges faced by the sector. Here are some potential insights that may emerge:

- **Role Gaps:** Specific skill gaps have been identified within the Life Sciences Industry. This includes operators, lab technicians, equipment maintenance, drug development and/or research and development roles.
- **Technological Competence:** Understanding the technological landscape that professionals within the Life Sciences Industry are familiar with is crucial. Interviews shed light that there is a need for upskilling or training programs to keep the workforce updated on the latest technologies.
- **Regulatory Compliance:** companies in the Life Science space operate in heavily regulated environments. Interviews highlighted the importance of employees to understand and stay compliant with evolving regulations.
- **Talent Retention:** Insights into why talented individuals choose to stay or leave the Life Sciences Industry can be crucial. Identifying factors such as career development opportunities, work-life balance, or workplace culture can inform strategies for talent retention.
- **Global Talent Pool:** Understanding the availability and accessibility of talent globally is essential for companies with international operations. Interviews can provide insights into the challenges of attracting and retaining talent on a global scale.
- **Emerging Roles:** The Life Sciences Industry is dynamic, with new roles constantly emerging. Interviews provided insights into trends in the demand for specific skill sets or the creation of novel job roles.
- **Educational and Training Needs:** Interviews gave insights into gaps in the education and training of Life Sciences professionals. This information is valuable for both industry stakeholders and educational institutions, as it can guide curriculum development and training programs.

By analyzing the insights gained from the interviews, DDEC has developed this program guideline, to support the development of additional short-form programs that are directly aligned to the Biotech Industry needs.

1.3 State Programs: Benchmarks and Accomplishments

In the 1980s and extending into the 1990s, the emerging biotechnology sector remained relatively modest in size compared to established pharmaceutical industry leaders. The available technology during this period was constrained, and biotech firms bore the sole responsibility for training their workforce. In 1989, Penn State University initiated a pioneering biotechnology and

bioprocessing training initiative, as one of the earliest university-based programs of its kind. These courses were characterized by their hands-on approach and condensed yet comprehensive structure. It was increasingly evident that the rapid evolution of science and technology necessitated a more robust talent pipeline for the biotech industry to expand successfully. These programs played a pivotal role in supporting the bio-based sector during that time.

Later in the 2000s, numerous community colleges began crafting foundational programs tailored to entry-level positions within biomanufacturing operations. Recognizing the industry's potential for substantial long-term growth, the federal government also allocated significant funding to support these initiatives. Concurrently, several universities introduced specialized bioprocess engineering degree programs and established a handful of dedicated bioprocess centers. These institutions also offered short form training programs, collectively forming an educational infrastructure that facilitated the sustained expansion of the biotechnology sector.

Because workforce and economic development efforts naturally align, there is a growing recognition by state policy and education leaders that to continue job growth there needs to be public funding mechanisms to ensure a supply of skilled workers to meet Bioscience employer demand and economic prosperity for businesses and residents of the state. In addition, (US) State tax incentives result as an important funding sources states have implemented in an innovative way to accomplish workforce and economic development collaboration to attract new businesses in a target growth industry and create jobs.

According to advocacy associations³ of the biopharma industry, there is a growing need for enhanced support through new legislation and public-private partnerships focused on the future of the Biosciences workplace at all levels of academic preparation for the Biosciences careers through educational opportunities. Below, various states across the nation have undertaken proactive measures to cultivate a skilled workforce capable of driving innovation and advancing the boundaries of life sciences:

Arizona Health Innovation Trust Fund⁴

As a distinguished part of the CEIGateway business incubator, CEI LabForce specializes in offering comprehensive laboratory technician courses. It helps with employee retention by enhancing their soft and hard skills through customized learning pathways. Employees learn faster with pathways, certifications, and course lists to upskill them.



³ <https://www.bio.org/strategic-vision>

⁴ <https://www.azbio.org/>

Georgia Bioscience Training Center⁵



It offers customized workforce training programs with high tech labs for pre-employment assessments, gowning simulations, production system and manufacturing training, testing of raw materials and microorganisms, aseptic practices, technology maintenance and metrology training, and computer labs. The center is operated by Quick Start and is designed to be altered to teach a variety of processes, pending a client's needs. More than 75,000 Georgians work directly in life sciences; drug and pharmaceutical companies employ more than 3,000 people. The state's workforce includes chemical engineers, chemists, and chemical technicians; pharmacists and pharmacy technicians; biochemists, microbiologists, epidemiologists, and other medical scientists.

Connecticut BioLaunch

A new training program has been launched for New Haven residents interested in jobs in the city's rapidly growing biotechnology industry. BioLaunch's goal is to shape the biotech industry to better benefit the broader New Haven community, as well as to provide an avenue for historically underrepresented communities in biotech to build rewarding careers. The program is designed for non-college-bound 18 to 26-year-olds and includes both a classroom curriculum and internship opportunities.



BioLaunch is designed as a three-year pilot program, with two cohorts of New Haven residents participating each year. Each cohort will include 15 people, and upon completion of the program, participants will earn a certificate. Each six-month cycle of the program contains four months of classroom and laboratory training.

Kansas BioNexus



BioNexus⁶ KC of Kansas City, Kansas co-leads the development of a statewide workforce training initiative to help area life sciences employer's fill in-demand jobs. The initiative also plays into a national challenge to rely less on overseas pharmaceutical manufacturing and bring more manufacturing capabilities stateside. A \$2 million workforce training effort award establishes the "Bioscience Industry Occupational Training and Equity Collaborative Hub for Missouri" or BIOTECH for MO.

⁵ <https://www.georgiaquickstart.org/gbtc>

⁶ <https://bionexuskc.org/>

Puerto Rico Ready Workforce Training Program ⁷



Puerto Rico
Science, Technology
& Research Trust

PR Ready Workforce Training Program is part of the projects developed by the Puerto Rico Science, Technology and Research Trust. The objective is to train and build competencies in the participants for job opportunities related to the reconstruction and economic growth of the island. Through training, certification and mentoring, participants will be prepared with the necessary skills that will place Puerto Rico within the economy of the future. PR Ready Will offer professional certifications in: Information and Communication Technology, Health Services, Public Services and Manufacturing.

Upon completion of the professional certification, they will have the opportunity to be part of the talent portal that will serve as a recruiting tool for various employers.

As we conclude this exploration of some of state-led initiatives in the realm of biopharmaceutical education, it becomes evident that the collaborative efforts of diverse stakeholders, from government entities to academic institutions, have paved the way for a brighter future in the field of life sciences.

1.4 Project Objectives & Outcomes

Objectives:

- Significantly grow enrollment in existing short-form/Stackable credentials or apprenticeship programs in the Life Sciences industry.
- Support development of additional short-form/stackable credentials or apprenticeship programs that are directly aligned to address the industry's needs.
- Make short-form/Stackable credentials and apprenticeship programs more accessible for individuals.

Outcomes:

- Expand available high-quality Life Sciences related short-form/Stackable credentials or apprenticeship programs in Puerto Rico (e.g. Biomedical technician, manufacturing operator, automation operator, etc.)
- Increase student enrollment in Life Sciences / biotech short-form/Stackable credentials or apprenticeship programs.
- Improve student placement/employment rates and placement outcomes in Life Sciences related fields.
- Increase salary for individuals and/or improve promotion rates once short-form/Stackable credential programs are completed.
- Increase the number of partnerships between employers and short-form credential providers to create more job opportunities for students.

⁷ <https://prsciencetrust.org/>

- Generate high quality education and career outcomes for students.

1.5 Project Design & Roadmap

This program aims to fund educational institutions, short-form and stackable credential providers, and/or apprenticeship program providers to train individuals for high-demand roles in the Life Sciences industry. It supports proposals that seek to create new programs or expand existing ones. However, the maturity and readiness of the proposed programs will be key factors in the proposal evaluation.

Funding through this Program aims to:

- Increase the number of qualified candidates for crucial job positions in the Life Sciences industry, such as: biomanufacturing technicians, utilities operators, maintenance technicians, manufacturing operators, bioprocess operators, packaging technicians, quality control, drug development and/or research and development, among other in-demand entry level positions.
- Expanding existing short-form credentials, stackable credentials and/or apprenticeship programs.
- Designing programs to target reasons why individuals drop out (e.g., financial barriers).
- Generating student interest/demand for further enrollment.
- Engaging in curriculum revision and design based on the latest skills demanded in the labor market.
- Finding and/or training technical instructors.
- Offering short-form credentials, stackable credentials, and/or apprenticeship programs to up-skill and re-skill employees.
- Creating training pathways with incentives so trainees could become full-time employees.
- Partially subsidizing access to technical education courses via scholarships (recognizing that DDEC has a focus on sustainability of program scale).

2.0 Application & Program Requirements

2.1 Proponent Eligibility

Proponents to this Grant shall provide information in their proposals that demonstrates:

1. Proponents that are corporations, partnerships, educational institutions, or any other legal entity, U.S. or Puerto Rico based, shall be properly registered or capable to be registered to do business in Puerto Rico and the U.S. at the time of the submission of their Proposals, and comply with all applicable Puerto Rico or U.S. laws and/or requirements.
2. Proponent has adequate resources to perform the project, or the ability to obtain them.
3. Proponent has a satisfactory record of performance, integrity, and business ethics.
4. Proponent has the necessary organization, experience, and technical skills.

5. Neither the Proponent or any person or entity associated who is partnering with Proponent has been the subject of any adverse findings that would prevent DDEC from selecting Proponent. Proponents shall provide a listing and brief description of legal actions for the past five years. See details in the “Detailed Qualifications” Section.

2.2 Partnerships or Support letters

We encourage Proponents to consider developing partnerships with industry leaders, academic institutions, or other relevant organizations to strengthen their applications. Such collaborations can provide valuable resources, expertise, and practical experiences that enhance the overall effectiveness and impact of the proposed projects. By integrating partnerships into their applications, candidates can demonstrate a comprehensive approach to education and training, ensuring that participants gain both theoretical knowledge and hands-on industry experience.

Partnerships refer to a collaborative agreement between the Proponent and an educational institution (such as universities or technical schools) or a Life Sciences industry leader/company.

Partnership commitment letters will not be required but are encouraged at the time of application; however, proposals should demonstrate that Proponents have strong private sector relationships, tight employer linkages, and/or robust plans for employer outreach and engagement for job placement. While partnership commitment letters are not a requisite for submission, we would strongly encourage them.

However, Proponents should present support letters expressing the endorsement, encouragement, and affirmation of its short-form credentials, stackable credentials, or apprenticeship program, validating that the courses and curriculum are aligned with what the industry is demanding. This letter is a crucial component of the application package and serves to provide additional insights and its suitability for the grant opportunity.

Proponents must register for the Eligible Training Provider List⁸ (ETPL) of WIOA. If you do begin the ETPL registration process, please include a confirmation as part of the submission (i.e., email, screenshot, etc.) For more information regarding WIOA, please reference Attachment C.

2.3 Key Individuals

As part of the application requirements for the program, **it is mandatory for each Proponent to designate or include a dedicated Program Coordinator**. This individual will be responsible for leading and managing the educational aspects of the program, ensuring seamless integration between academic instruction and practical industry training. This leadership position is crucial for the successful execution and achievement of the program’s objectives.

⁸ [WIOA Eligible Training Registration Link](#)

Required: Program Coordinator(s)

- Will be committed to the project part time
- Responsible for the execution, reporting, and coordination
- Ideally has a minimum of 3-5 years of experience in executing relevant programs.

Required: Engagement from faculty and employer partners

- General support for the implementation of the program

2.4 Performance Goals & Measurement

The DDEC's performance goals are provided as a reference point for Proponents when setting their own performance goals for this application. Metrics will be assessed periodically throughout the project, and the DDEC will require the submission of progress reports. As the project progresses, additional metrics may be identified and required.

Metrics may include:

- Number of additional students enrolled.
- Growth in student population over time.
- Application and acceptance rates for short-form credential, stackable credentials or apprenticeship programs.
- Student retention and graduation rates for short-form credentials, stackable credentials, or apprenticeship programs.
- Student placement/employment rates following short-form credential, stackable credentials, or apprenticeship programs.
- Number of partnerships between short-form credential, stackable credentials, or apprenticeship programs providers and employers.
- Depth of industry alignment and partnership (i.e., number of employers interviewed to confirm alignment to industry demand, number of employers that confirm industry recognition of short-form credentials or apprenticeship programs).

2.5 Administrative Requirements

Successful Proponents must comply with all administrative and reporting requirements to remain eligible for awarded funds. DDEC reserves the right to re-bid the contract if the Selected Proponent fails to comply with the terms.

Grantees must report progress and outcome data to DDEC in a timely and accurate manner. Regular financial and participant reports will be required. Throughout the project, grantees and subrecipients must document lessons learned and effective practices identified during the project to support evaluation activities at its conclusion.

3.0 Application Package Instructions

All applications must adhere to the Application Package Instructions and requirements contained herein, use the required format, and include all the requested information. **Only one Proponent Package will be accepted from each Proponent.**

- Applications must use the required format and include all the requested information.
- Only one Proponent Package will be accepted from each Proponent.
- A maximum of 30 slides in PowerPoint or 20 pages in Word will be accepted.
- Proponents have the flexibility to distribute proposal content across up to 30 slides or 20 pages.
- Applications **must include a certification and signature** verifying that all submitted information is true and accurate.
- Applications must clearly identify **one designated contact person** for Proposal engagement.

The Proponent's Proposal should include the following content:

I. Key facts about the Proponent's existing and relevant programming

- Describe the Proponent's infrastructure and capacity for short-form/stackable credentials and/or relevant technical apprenticeship programs (e.g., size of faculty/staff, leadership, number of existing programs/classes, number of students).
- If the Proponent is an employer, describe the infrastructure and capacity for short-form credentials and/or stackable credentials and/or relevant technical or apprenticeship programs (e.g., staff, leadership, number of onboarding classes, number of employees).
- Provide details on retention rate and graduation rate for the Proponent's program and/or other relevant programs.
- If the Proponent is an employer, provide details on employee training counts, retention rates, and promotion rates, if applicable.
- Share information on relevant coursework taught and the sequence it is taught in.
- Provide details on existing career placement services and/or connections to employers. If an employer, describe existing training program and modules.
- Provide details on tuition rates / cost to students, if applicable.

II. Interest and anticipated project outcomes

- Describe **how** the availability and quality of short-form credentials, stackable credentials, or apprenticeship programs will be enhanced.
- Share outcomes that can be achieved with a grant (e.g., number of students served, student demographics expanded into, improved employment rates, etc.).
- If the Proponent is an employer, share outcomes that can be achieved with a grant (e.g., number of employees served, improved employment rates, improved employee retention rates, etc.).

- Explain how the project will generate or improve employment opportunities in Life Sciences / bio pharma or other relevant technical fields, and how existing skills gaps will be addressed.
- Describe the approach the Proponent will take to accredit a credential, if applicable. If not applicable, describe the approach the Proponent will take to ensure credentials are industry-relevant to employers and if these programs will be considered.

III. Overview of existing curriculum and strategic roadmap

- Share an initial proposal for course sequence for a credential program leveraging existing courses.
- Share an understanding of courses that could be added to complement the Proponent's existing curriculum.
- Quantify current (2024) and projected (2025 - 2028) metrics, with and without this grant.
 - i. Capacity (e.g., number of students/employees/trainees per year)
 - ii. Number of students/employees/trainees re-skilled
 - iii. Enrollment, retention, and graduation rates
 - iv. Tuition costs / pricing structure (if any)
- Provide details on the Proponent's ability for programs to be offered in multiple formats (online, campus, hybrid).
- Describe the approach to ensure the credential program is focused on in-demand, industry-relevant skills. If applicable, describe how industry experts will shape course content.
- Describe how the Proponent will generate industry-recognition for the credential program. If not applicable, describe how the credential program can be transferable to other employers.

IV. Project plan to develop short-form credentials or apprenticeship programs

- Include a detailed timeline of objectives, activities, and milestones that demonstrate how you will achieve the goal of the project.
- Include proposal targets that are realistic and based on extensive quantitative analysis.
- Develop a project timeline that is aligned with Fund requirements.
- Provide information on how the proposed program will be implemented and program readiness at time of proposal. The maturity and readiness of the proposed programs will be key factors in the proposal evaluation.

V. Key stakeholders that would be engaged

- Dedicate accountable personnel of sufficient size that have experience in education, workforce development or comparable endeavors.
- Dedicate lead personnel that have experience in project management in projects of a comparable size.
- Describe any existing or anticipated partnerships, and explain how they will be used to coordinate, provide services, and ensure that students have access to high-quality employment options after completing the program.

VI. Support letters conveying endorsement, encouragement, and affirmation of the short-term credentials or apprenticeship program should adhere to the following guidelines:

- Briefly explain the relationship background between the supporting entity and the Proponent. This may encompass prior collaborations, partnerships, or shared projects that underscore the established connection.
- Purpose Clarification: Letter should express whether the intent is to endorse the initiative, express interest in collaboration, or extend support for a particular area of the initiative.
- Strengths and Qualities Emphasis: letter should emphasize the distinctive strengths, qualities, or unique attributes that render the Proponent. Articulate specific characteristics or accomplishments that contribute to the Proponent's merit.

VII. Challenges they anticipate and how they plan to overcome them

- Identify and describe the key project risks/barriers throughout the project timeline.
- Describe possible solutions to address the risks.

VIII. Proposed budget and resourcing

- Describe where funds will be allocated and when costs are anticipated to be incurred, including justification of expenses.
- Demonstrate how the program will plan for future sustainability beyond the life of the grant.

4.0 Funding & Budgetary Requirements

4.1 Available Funds

Proponents may request awards up to \$400,000. DDEC anticipates being able to fund approximately 4 to 5 awards.

Final awards and participant counts may be adjusted depending on the number of successfully submitted proposals.

Proposed funding and awarding decisions are based on the anticipated availability of funds. Estimated amounts and dates are not final and are subject to change. DDEC may adjust and/or increase total funding based on number of interested parties, quality of submissions, and projected performance.

DDEC reserves the right to modify the amount based on level of funding.

4.2 Project Term

The period of performance for this grant will be approximately 12-15 months, subject to possible extension to be agreed between the parties under the terms of the contract to be awarded. The anticipated start date is September 2024.

No obligation of funds will be allowed before or beyond the grant period of performance. Any grant funds not expended during the grant agreement period shall be returned to the DDEC.

4.3 Cost Sharing

There is no required match for this project. However, the Proponent is encouraged to leverage other resources to maximize the impact of the project. Proponents are encouraged to combine funds, leverage human capital, and utilize other resources to maximize success for their project.

Proponents will be evaluated on the resources they are willing to commit to ensure success and sustainability of this transformation.

4.4 Allowable Uses of Funds

The funds awarded in this Grant must be used to assist DDEC program awardees in the activities listed in Section 1.3.

In general, to be an allowable charge under the grant, a cost must meet the following criteria:

- Be necessary, reasonable, and allocable to the award.
- Be determined in accordance with generally accepted accounting principles.
- Be adequately documented.

To begin the growth of the short-form/stackable credential and apprenticeship ecosystem, DDEC may approve awards for up to \$400,000, to:

- Implement existing short-form/stackable credential or apprenticeship programs.
- Grow the student pipeline, e.g., through marketing or scholarships (though note the need for long-term financial sustainability)
- Hire additional faculty to scale short-form courses or the apprenticeship program.
- Develop closer employer partnerships to increase career placement and outcomes for students.

Examples of projects that could be funded by this grant program:

- An employer is seeking to develop a hire, train, deploy model and would like funding to formalize the certification program new employees will go through.
- An existing training provider/university would like to double its student enrollment and is seeking funding for marketing and / or expanding faculty.

- An existing education provider wants to create a new program for the Life Sciences industry, based on needs from the industry, integrating new technologies and/or methodologies.
- An employer is seeking to reskill employees and would like funding to fulfill an apprenticeship program that will provide employees a skill set that makes them more competitive in the job market and receive the training in areas directly related to industry requirement.

The award of this Grant will be to the Proponent(s) whose Proposal(s) is/are most advantageous to developing 21st century skills for the workforce pipeline in Puerto Rico by increasing availability and quality of short-form/stackable technical credentials in the Life Sciences industry. **DDEC may award this Grant to one, some, all, or neither of the Proponents**, and reserves the right to cancel this Application at any time.

4.5 Payment Terms & Method

Funding will be awarded in multiple payments (first funding batch when the Grant is awarded, additional installments at agreed upon later dates dependent on the Proponent's anticipated expense timeline, timely/complete monthly reporting on progress/KPIs and on-track status with outlined workplan).

5.0 Application Submission

5.1 Important Dates & Deadlines

Target Date	Event
Monday, August 5, 2024	Publication of Grant Guidelines
Friday, August 9, 2024	Registration and Submission of Questions Deadline
Thursday, August 15, 2024	Webinar for all registered Proponents to attend. Submission of DDEC's Responses to Questions after the Webinar.
Wednesday, August 28, 2024	Proposal Submission Deadline – 4:30 p.m.
Wednesday, September 18, 2024	Notice of Award
Monday, September 23, 2024	Expected Program Start – Contracting

Monday, March 24, 2025	6 Months into Program; Second Round of Funding Expected to Be Awarded (subject to agreement on specific timeline)
Friday, September 26, 2025	12 Months into Program; Conclusion & evaluation

Please note that this timeline includes target dates and may change subject to the sole discretion of DDEC. It is the responsibility of Proponents to periodically review DDEC's website for regular updates to the Grant Application timeline and other important information.

5.2 Registration

To be considered a Registered Proponent and receive all communications regarding the grant, the Proponent must complete the registration form which will be available in the 21st Century Techforce Program website (21.pr.gov) and submit a registration form, along with questions, **by August 9, 2024 at 4:30 p.m.**

Please note that each Registered Proponent agrees to and shall be bound by all the terms and conditions of this Grant.

Proponents that do not register by the deadline are still permitted to participate in the process but may not receive communications during the process, including the invitation to the Webinar.

5.3 Submission & Format

Responses to the Grant Application submitted after the prescribed deadline will not be accepted. Proposals must include any exhibits, appendices and/or attachments to be deemed complete. All correspondence, documents and related information submitted by Proponents in connection with this Grant shall be written in the English or Spanish.

Proponents shall submit their Proposals **via email** to the DDEC email address: 21centurybioinnovate@ddec.pr.gov

Attention: Manuel Cidre
Secretary
Department of Economic Development and Commerce, 4th Floor

Physical Address:
F.D. Roosevelt Ave. 4th Floor
Hato Rey, P.R. 00918

Postal Address:

Department of Economic Development and Commerce
 PO Box 362350
 San Juan, P.R. 00946-2350

Proponents shall identify any information submitted that is considered confidential or privileged, as appropriate.

5.4 Questions & Answers

Any questions regarding this Grant or the evaluation of Proposals shall be submitted in writing via the registration form which will be available in the 21st Century Techforce Program website (21.pr.gov). No telephone inquiries will be accepted. Answers will be addressed in the Webinar to be held on August 15, 2024, and will be posted on the 21st Century Techforce Program website (21.pr.gov). All information posted on 21st Century Techforce Program website is deemed incorporated into this Grant.

6.0 Award & Contracting Process

6.1 Proposal Review, Scoring, & Evaluation

DDEC will examine all Proposals in a proper and timely manner to determine if they meet the proposal submission requirements. The final evaluation and selection will be based upon the criteria listed below:

Evaluation Criteria

CRITERIA	DESCRIPTION	WEIGHT
<p>Quality of Existing Offering</p>	<p>Evaluates relevance of short-form credentials or apprenticeship programs to employers, students, and industry.</p> <p>Evaluates relevance and comprehensiveness of existing onboarding and/or technical programs, if the Proponent is an employer.</p> <p>Assesses whether the Proponent has a track record of instituting innovative program design and meets the general qualifications of the Proponent to work on projects or activities similar to those described in the Grant Application Guidelines above.</p>	<p>25%</p>

	Evaluates maturity and readiness of the proposed program.	
Commitment to Implement and Ensure Continuity	Evaluates leadership commitment/engagement, the ability to sustain program over time, and the ability to continue scaling	15%
Proposed Resourcing / Co-investment	Is the planned dedication of resources sufficient to execute on the proposed approach and maintain momentum after conclusion of the funding? Does the Proponent plan to co-invest in the program?	30%
Industry Partnerships / Support Letters	Identify suitable collaborators and strengthen the overall quality and impact of collaborative initiatives or projects.	30%

6.2 Interview

DDEC reserves the right to invite Proponents to attend an interview with the Evaluation Committee. If DDEC elects to conduct interviews, Proponents will be required to give a 30-minute presentation. The Evaluation Committee may alter the scoring of the Proposal based upon the presentation. Proponents are responsible for all costs incurred to attend an interview.

6.3 Selection

Following completion of the evaluation process, the Evaluation Committee will meet to choose the Selected Proponent(s). DDEC's decision is final. DDEC will notify the Selected Proponent(s) and the parties will proceed to negotiate such written agreements as may be required and mutually acceptable to the parties, subject to compliance with all applicable laws and regulations.

7.0 Appendix

7.1 Definitions

“Applicable Law” means any law, statute, ordinance, code, rule, or regulation, federal or local, as well as any order, writ, injunction, decree, ruling, determination, award, permit or variance of any federal or local governmental body, in effect now or as it may become applicable in the future, or

any binding agreement with any federal or local governmental body, including technical standards, codes and specifications.

“Apprenticeship programs” offers practical and effective approach to workforce development, bridging the gap between education and employment while meeting the needs of employers and industries.

“DDEC” refers to the Department of Economic Development and Commerce.

“Evaluation Committee” refers to a committee designated by DDEC, which will evaluate all complete Proposals pursuant to the criteria listed in these Grant Application Guidelines.

“Government” refers to the Government of Puerto Rico, or any Government Entity and/or municipalities.

“Government Entity” refers to any department, agency, board, commission, body, bureau, office, public corporation, or instrumentality of the Executive Branch, whether existing or to be created in the future.

“Key Individuals” means an individual who will play an important role in the engagement or contract on behalf of a Team Member resulting from this Grant Application.

“Leveraged funds” are a contribution of funds or resources made available to the subrecipient, to be used specifically for project activities and must be consistent with the allowable activities of the fund source. The awarded subrecipient has control over and disburses these funds. The definition of “in-kind resources” is a contribution of non-cash resources explicitly used for project activities. Examples include but are not limited to donated personnel, services, and use of equipment or space.

“Life Sciences” is a broad field encompassing the study of living organisms and life processes, integrating multiple disciplines such as biology, genetics, biochemistry, and molecular biology. Central to the life sciences are the biotechnology and biopharmaceutical industries, which leverage biological systems and organisms to develop products and technologies aimed at improving human health and environmental sustainability. The life sciences sector, through biotechnology and biopharma, is at the forefront of innovation, addressing some of the most pressing health and sustainability challenges of our time.

“Partnerships” means a collaborative arrangement between different organizations or stakeholders to develop and implement the proposed program. This partnership is crucial for ensuring the success and sustainability of a program.

“Proponent” or **“Proponent”** means a(n) (i) natural person, (ii) legal person, (iii) joint venture, or (iv) partnership, or (v) consortium of individuals, and/or partnerships, and/or companies or other entities that submit a response to this Grant that is not currently debarred.

“Proposal” means a formal offer submitted in response to this Grant.

“Grant” means this Grant Application and addenda issued by DDEC.

“Secretary” refers to the Secretary of the Department of Economic Development and Commerce of Puerto Rico.

“Selected Proponent” or **“Selected Proponent”** means the successful Proponent to whom the Grant is awarded.

“Support Letters” serve to demonstrate commitment and backing of various stakeholders for the proposed program. These letters can significantly strengthen the proposal by providing evidence of the program's credibility, feasibility, and the broad support it has garnered.

“Team Member” means a member of a Proponent. Team Members should be identified in Proponents' submissions and not be changed without the consent of DDEC.

“Technical and Business Education Fund” means the allocation of around 50 million dollars to the Technical and Business Education Fund in Puerto Rico.

“Short-form educational program” refers to an educational program that offers a flexible, efficient, and targeted approach to learning, upskill, reskill, or explore new areas of interest within a relatively short timeframe.

“Stackable educational program” refers to flexible learning pathway that allows students to earn a series of credentials or certifications over time. These credentials build upon each other, enabling learners to acquire specific skills and knowledge progressively. This approach offers individuals the opportunity to enhance their qualifications and career prospects, often allowing them to enter the workforce sooner while continuing their education.

7.2 Revisions to the Grant Application

DDEC may issue addenda in the event it becomes necessary to revise any part of this Grant Application. Additionally, the published questions and answers, and any other pertinent information will be provided by addenda to the Grant Application or official notice from the Grant coordinator, as authorized by the Secretary. Addenda will be published on the 21st Century Techforce Program website and shall be the sole responsibility of Proponents to periodically review that website for any revisions to the grant application and other important information.

7.3 No Obligation to Contract

Issuance of this Grant Application does not constitute a commitment by DDEC or the Government to award a contract. The execution of a contract will be subject to all approvals required by law, including the FOMB, if applicable. DDEC will not have any binding obligation, duties, or commitments to the Selected Proponent(s) until and unless a contract has been duly executed and delivered by DDEC after approval by the appropriate governmental authorities. If DDEC is unable to negotiate a mutually satisfactory agreement with the Selected Proponent(s), it may, in its sole discretion, negotiate with the next highest-ranked Proponent(s) or cancel and reissue a new Grant Application Guidelines.

DDEC reserves the right to accept or reject, in whole or in part, one, some, all or none of the Proposals submitted and/or cancel this Grant Application and/or reissue this Grant Application or another version of this application, at any time, prior to the execution of a contract, if it determines, in its absolute discretion, that doing so is in its best interests or the best interests of the impacted communities or the Government of Puerto Rico. If any or all proposals are rejected, DDEC reserves the right to re-solicit proposals.

7.4 Prohibited Communications, Non-Collusion, & Rejections

Except for questions submitted by interested parties on or before the date indicated in this document, communications with other representatives of DDEC or the Government regarding any matter related to the contents of this Grant Application are prohibited during the submission and selection processes. Failure to comply with these communications restrictions will result in rejection of the Proponent's Proposal.

Proponents will be required to execute a Non-Disclosure Agreement hereby included as Attachment A, to prevent the disclosure of information provided as part of this application process.

Proponents will also be required to execute a Non-Collusive Affidavit hereby included as Attachment B.

DDEC and/or the Government reserve the right to reject all Proposals received in response to this Grant Application when determined to be in the Government's best interest, and to waive minor noncompliance in a Proposal. DDEC and/or the Government further reserve the right to make such investigations as they deem necessary as to the qualifications or perceived conflicts of interest of all firms submitting Proposals in response to this application. The mere appearance of a conflict of interest shall constitute sufficient cause for the outright rejection of a Proposal(s). If any or all Proposals are rejected, DDEC and/or the Government reserve the right to re-solicit Proposals.

It shall be noted that no public servant of the contracting entity is a party or has interest on the profits or benefits product from the contract, regarding the invoice and if it does have interest in

some part on the profits or benefits of the contract it must specify that a waiver has been mediated.

7.5 Modification or Withdrawal of Proposal

A Proposal that is in possession of DDEC may be withdrawn or altered by the Proponent by letter including the signature and name of the person authorized to submit the Proposal, if it is received prior to the time and date of the Proposal submission deadlines. The withdrawal must be submitted in writing and directed to the Contact Person designated in the application guidelines prior the time and date established.

7.6 Most Favorable Terms

All Proposals shall be initially submitted including the most favorable terms that Proponents can present since DDEC may not provide further opportunities to Proponents to refine the Proposals. DDEC does reserve the right to contact a Proponent for clarification of its Proposal and/or to request a better definitive offer.

The terms of the selected Proposal may ultimately be incorporated, in whole or in part, into Definitive Agreements. The Proposal will become a part of DDEC official procurement file on this matter.

7.7 Detailed Qualifications

Proponents to this Grant shall provide information in their Proposals that demonstrates the following general qualifications:

- Proponent has adequate resources to perform the contract, or the ability to obtain them. Proponent shall provide financial statements for the past two (2) years, or equivalent financial records must be included in the Proposal.
- Certificate of Good Standing.
- Proponent has a satisfactory performance record.
- Proponent has a satisfactory record of integrity and business ethics.
- Proponent has the necessary organization, experience, and technical skills.
- Neither Proponent nor any person or entity associated who is partnering with Proponent has been the subject of any adverse findings that would prevent DDEC from selecting Proponent. Such adverse findings include, but are not limited to, the following:
 - Negative findings from a Federal Inspector General or from the U.S. Government Accountability Office, or from an Inspector General in another state.
 - Pending or unresolved legal action from the U.S. Attorney General or from an attorney general in Puerto Rico or another state.

- Pending litigation with the Government of Puerto Rico, or any other state.
- Arson conviction or pending case.
- Harassment conviction or pending case.
- Puerto Rico and Federal or private mortgage arrears, default, or foreclosure proceedings.
- In rem foreclosure.
- Sale tax lien or substantial tax arrears.
- Defaults under any Federal and Puerto Rico-sponsored program.
- A record of substantial building code violations or litigation against properties owned and/or managed by Proponent or by any entity or individual that comprises Proponent.
- Past or pending voluntary or involuntary bankruptcy proceedings.
- Conviction for fraud, bribery, or grand larceny.
- In case of award, RUP certificate may be required.

Proponents shall provide a listing and brief description of all legal actions for the past five (5) years in which any firm that is part of the Proponent's team has been: (i) a debtor in bankruptcy; (ii) a defendant in a lawsuit for deficient performance under a contract or failure to comply with laws or regulation; (iii) a defendant in an administrative action for deficient performance on a project or failure to comply with laws or regulations; or (iv) a defendant in any criminal action.

8.0 Questions and Answers

Although questions and answers will be provided following the submission of Proponent inquiries by the established deadline, we have included some initial questions that may assist you. A comprehensive Q&A document will be available by mid-August, following the completion of the webinar.

1. Who is eligible?

- All corporations, associations, educational institutions, or any other legal entity based in the U.S. or Puerto Rico may be eligible.
- Entities must be properly registered or capable of being registered to operate in Puerto Rico and the U.S.
- At the time of submitting their proposals, they must comply with all applicable Puerto Rico or U.S. laws and/or requirements.
- Proponents must have adequate resources to carry out the project or the ability to obtain them.
- Proponents must have a satisfactory record of performance, integrity, and business ethics.
- Proponents must have the necessary organization, experience, and technical skills.
- Neither the proponent nor any person or entity associated with them who is partnering with them should have been the subject of any adverse findings that would prevent DDEC

from selecting the proponent. Proponents must provide a list and a brief description of legal actions in the past five years. See details in the "Detailed Qualifications" section.

2. How do I submit my proposal?

- Any provider who wishes to submit a proposal must register to receive all communications related to the grant. To do this, the proponent must complete the registration form available on the 21st Century Techforce Program website (21.pr.gov) and submit the registration form, along with any questions, by August 9, 2024, at 4:30 p.m.
- Please note that each Registered Proponent agrees to and will be bound by all the terms and conditions of this Grant. Proponents who do not register by the deadline can still participate in the process but may not receive communications during the process, including the invitation to the webinar.
- Responses to the Grant Application submitted after the prescribed deadline will not be accepted. Proposals must include all exhibits, appendices, and/or attachments to be considered complete. All correspondence, documents, and related information submitted by proponents in connection with this Grant must be written in English or Spanish.
- Proponents must submit their proposals via email to the DDEC email address provided here: 21centurybioinnovate@ddec.pr.gov.

3. What are my immediate next steps?

1. Read carefully these Guidelines to validate your eligibility.
2. Submit your registration form by going to 21.pr.gov and completing the Registration Form.
3. If you have any questions, please provide them in the available text box on the Registration Form.
4. Make sure you mark your calendar with important dates:
 - Monday, August 5, 2024 - Grant Guidelines are published.
 - Friday, August 9, 2024 - Deadline for registration and submission of questions.
 - Thursday, August 15, 2024 – Webinar for all registered Proponents. Invitations and Webinar Link will be sent beforehand to the registered email address.
 - Wednesday, August 28, 2024, at 4:30 p.m. – Proposal Submission deadline.

Attachment A – Non-Conflict of Interest**NON-CONFLICT OF INTEREST CERTIFICATION**

The Person/Entity interested in doing businesses, certify that:

1. No public official employee of the DEDC possesses any financial interest in this contract, or business transaction, and that, likewise, has had no direct or indirect financial interest in this business transaction for the past four (4) years.
2. No public official or employee has solicited or accepted goods of any value related to this transaction from any representative of the entity as a form of compensation for performing the duties and responsibilities of his or her position.
3. No public official or employee has accepted, or solicited from any person whatsoever directly or indirectly, either for himself (herself), for any member of his (hers) immediate family unit, or for any other person, business or entity, any asset whatsoever of monetary value, including gifts, loans, promises, favors, or services, in exchange for the actions of said public official or employee being of influence on behalf of my person or the entity.
4. There is no similar relationship within the fourth (4th) degree of consanguinity and second (2nd) degree of affinity with any public official or employee in the position of influencing or participating in institutional decisions of the contracting agency.
5. The DEDC is a government instrumentality that is highly committed to management excellence and promotes the effective use of the government resources to benefit the people of Puerto Rico. We are committed to support and comply with Act 2-2018 “Anti- Corruption Code for the New Puerto Rico”.
6. Agrees to bind by the provisions of Act 2-2018, “Anti-Corruption Code for the New Puerto Rico”. Acceptance of the rules contained in such law is a vital essential condition so that transactions can be carried out or set up arrangements with the DEDC.

Signature of Authorized Representative of the Entity

[Date]

Attachment B – Sworn Statement Act 2 of 2018

SWORN STATEMENT

[DECLARACIÓN JURADA]

Act 2-2018, Anti-Corruption Code for a New Puerto Rico⁹

[Ley 2-2018, Código Anti-Corrupción para el Nuevo Puerto Rico]¹⁰

Yo, _____, en mi carácter personal y en representación de _____ ("Proponente" o "Solicitante"), con número de seguro social patronal _____, mayor de edad, de profesión: _____, con estado civil: _____ y vecino de _____ el más solemne juramento declaro como sigue:

[I, _____, in my personal capacity and in representation of _____ ("Proponent" or "Proponent"), Tax I.D. Number _____, of legal age, with profession: _____, marital status: _____ and resident of _____, do hereby solemnly swear as follows:]

1. Mi nombre y demás circunstancias personales son las anteriormente expresadas.
1. [My name and personal circumstances are as stated above.]

2. A la fecha en que suscribo esta declaración jurada, el suscribiente, el Proponente o Solicitante, su presidente, vicepresidente, director, director ejecutivo, miembro junta de oficiales o directores y personas que desempeñen funciones equivalentes para el Proponente o Solicitante **no ha sido convicto ni se ha declarado culpable en el foro estatal o federal**, o en cualquier otra jurisdicción de los Estados Unidos, por cualquiera de los siguientes delitos: (a) apropiación ilegal agravada; (b) extorsión; (c) sabotaje de servicios públicos esenciales; (d) falsificación de documentos; (e) fraude; (f) fraude por medio

⁹ [As a requirement to participate in this NOFA, the Proponent must file this sworn statement in the exact form and content as set forth herein, without alteration, exception or modification of any kind. If the Proponent is unable to execute this statement in the exact form provided herein, the Proponent shall submit a separate sworn certification stating all exceptions, clarifications or modifications to this form of sworn statement. The submission of false, incomplete or incorrect information could lead to the imposition of civil and/or criminal penalties against the Proponent.]

¹⁰ Como requisito para la participación en este Aviso de Disponibilidad de Fondos, el Solicitante deberá suscribir esta declaración tal como está redactada, sin alteración, reserva o modificación de índole alguna. Si el Solicitante no puede suscribir esta declaración según redactada, deberá someter una certificación bajo juramento aclarando todas las excepciones y/o aclaraciones aplicables. Someter información falsa, incompleta o incorrecta podría conllevar la imposición de sanciones civiles y criminales en contra del Solicitante.

informático; (g) fraude en las construcciones; (h) uso, posesión o traspaso fraudulento de tarjetas con bandas electrónicas; (i) enriquecimiento ilícito; (j) enriquecimiento ilícito de funcionario público; (k) enriquecimiento injustificado; (l) aprovechamiento ilícito de trabajos o servicios públicos; (m) intervención indebida en las operaciones gubernamentales; (n) negociación incompatible con el ejercicio del cargo público; (o) alteración o mutilación de propiedad; (p) certificaciones falsas; (q) soborno, en todas sus modalidades; (r) influencia indebida; (s) malversación de fondos públicos; o (t) lavado de dinero.

2. *[As of the date of execution of this sworn statement, neither the undersigned nor the Proponent, or its president, vice president, director, executive director, member of Board of officers or directors, or any persons performing equivalent functions on Proponent's behalf, has been convicted or has pleaded guilty in state or federal court, or in any other jurisdiction of the United States, for any of the following crimes: (a) aggravated misappropriation; (b) extortion; (c) sabotage of essential public services; (d) forgery of documents; (e) fraud; (f) electronic fraud; (g) construction fraud; (h) fraudulent use, possession or transfer of cards with electronic bands; (i) illicit enrichment; (j) illicit enrichment by public official; (k) unjustified enrichment; (l) illicit enrichment of public work or services; (m) improper intervention in government operations; (n) negotiation incompatible with the exercise of public office; (p) false certifications; (q) bribery, in all its modalities; (r) undue influence; (s) embezzlement of public funds; or (t) money laundering.]*

3. A la fecha en que suscribo esta declaración jurada y **por los pasados veinte (20) años**, ni el Solicitante, ni cualquiera de sus siguientes oficiales: presidente, vicepresidente, director, director ejecutivo o miembro junta de oficiales o directores o personas que desempeñen funciones equivalentes para el Solicitante, ha sido convicto o se ha declarado culpable en el foro estatal o federal, o en cualquier otra jurisdicción de los Estados Unidos, por cualquiera de los siguientes delitos: (a) daño agravado; (b) retención de propiedad; (c) alteración o mutilación de propiedad; (d) archivo de documentos o datos falsos; (e) posesión y uso ilegal de información, recibos y comprobantes de pago de contribuciones; (f) compra y venta ilegal de bienes en pago de contribuciones; (g) presentación de escritos falsos; (h) posesión ilegal de recibos de contribuciones; (i) falsificación de asientos en registros; (j) falsificación de sellos; (k) falsedad ideológica; (l) falsificación de licencia, certificado y otra documentación; (m) falsificación en el ejercicio de profesiones u ocupaciones; (n) posesión y traspaso de documentos falsificados; (o) posesión de instrumentos para falsificación; (p) preparación de escritos falsos.

3. *[As of the date of execution of this sworn statement and **for the twenty (20) years** prior, neither the undersigned nor the Proponent, or any of its officers, including its president, vice president, director, executive director, member of board of officers or directors, or any person performing equivalent functions on Proponent's behalf, has been convicted or has pleaded guilty in the state or federal forum, or in any other jurisdiction of the United States, for any of the following crimes: (a) aggravated damage; (b) property retention; (c) alteration or mutilation of property; (d) filing of false documents or data; (e) illegal possession and use of tax information, receipts and payment vouchers; (f) illegal purchase and sale of goods for the payment of taxes; (g) filing false writings; (h) illegal possession of tax receipts; (i) falsification of entries in registers; (j) forgery of stamps; (k) ideological*

falsehood; (l) forgery of license, certificates and other documents; (m) forgery in the exercise of professions or occupations; (n) possession and transfer of forged documents; (o) possession of counterfeit instruments; (p) preparation of false writings.]

4. A la fecha en que suscribo esta declaración jurada y **por los pasados ocho (8) años**, ni el Solicitante, ni cualquiera de sus siguientes oficiales: presidente, vicepresidente, director, director ejecutivo o miembro junta de oficiales o directores o personas que desempeñen funciones equivalentes para el Solicitante, ha sido convicto o se ha declarado culpable en el foro estatal o federal, o en cualquier otra jurisdicción de los Estados Unidos, por cualquiera de los siguientes delitos: (a) omisión en el cumplimiento del deber; (b) venta ilegal de bienes; (c) incumplimiento del deber; (d) negligencia en el cumplimiento del deber; (e) usurpación de cargo público; o (f) impedir la inspección de libros y documentos.
4. *[As of the date of execution of this sworn statement and **for the eight (8) years** prior, neither the undersigned nor the Proponent, or any of its officers, including its president, vice president, director, executive director, member of board officers or directors, or any person performing equivalent functions on Proponent's behalf, has been convicted or has pleaded guilty in the state or federal forum, or in any other jurisdiction of the United States, for any of the following crimes: (a) omission in the fulfillment of duty; (b) illegal sale of goods; (c) breach of duty; (d) negligence in the fulfillment of duty; (e) usurpation of public office; or (f) preventing the inspection of records and documents.]*
5. A la fecha en que suscribo esta declaración jurada y **por los pasados diez (10) años**, ni el Solicitante, ni cualquiera de sus siguientes oficiales: presidente, vicepresidente, director, director ejecutivo o miembro junta de oficiales o directores o personas que desempeñen funciones equivalentes para el Solicitante, ha sido convicto o se ha declarado culpable en el foro estatal o federal, o en cualquier otra jurisdicción de los Estados Unidos, por delitos graves contra el ejercicio del cargo público o contra fondos públicos codificados en el Código Penal de Puerto Rico; la Ley Núm. 1-2012, según enmendada, la "Ley Orgánica de la Oficina de Ética Gubernamental"; o cualquier otro según dispuesto en la Ley 2-2018.
5. *[As of the date of execution of this sworn statement and **for the ten (10) years** prior, neither the undersigned nor the Proponent, or any of its officers, including its president, vice president, director, executive director, member of board officers or directors, or any person performing equivalent functions on Proponent's behalf, has been convicted or has pleaded guilty in the state or federal forum, or in any other jurisdiction of the United States, for crimes against the exercise of public office or public funds as defined in the Puerto Rico Penal Code, ; Law No. 1-2012, as amended, the Government Ethics Office Enabling Act; or any other crime defined in Law 2-2018.]*
6. Entiendo y acepto el deber de informar cualquier cambio al contenido de esta declaración durante el proceso de contratación o la vigencia del contrato, ya sea por alegación de culpabilidad o convicción por cualquiera de los delitos antes mencionados,

- o cualquier otra conducta proscrita en el “Código de Ética para Contratistas, Suplidores y Solicitantes de Incentivos Económicos de las Agencias Ejecutivas del Gobierno de Puerto Rico”, Código Anticorrupción para el Nuevo Puerto Rico, Título III, Ley 2-2018.
6. *[I accept and acknowledge my obligation to inform of any change or modification to this statement during the contracting process or the term of the contract, as the result of a guilty plea or conviction for any of the above-mentioned crimes or any other conduct prohibited by the “Code of Ethics for Contractors, Suppliers of Goods and Services and Proponents for Economics Incentives of the Executive Agencies of the Government of Puerto Rico”, Title III, Law 2-2018.]*
 7. Entiendo y acepto que la convicción posterior a esta declaración por cualquiera de los delitos enumerados en cualquiera de los incisos anteriores conllevará, además de cualquiera otra penalidad, la rescisión automática de cualquier contrato entre el Solicitante y cualquier entidad gubernamental, corporación pública o municipio.
 7. *[I accept and acknowledge that a conviction for any of the crimes specified in the above paragraphs will result, in addition to any other penalties, in the immediate termination of any contract in force at the time of conviction, between the undersigned, the Proponent, and any government entity, public corporation or municipality at the date of conviction or guilty plea.]*
 8. El suscribiente o el Solicitante, según sea el caso, se compromete a cumplir con lo dispuesto en el Código de Ética para Contratistas, Suplidores y Solicitantes de Incentivos Económicos de las Agencias Ejecutivas del Gobierno de Puerto Rico”, Código Anticorrupción para el Nuevo Puerto Rico, Título III, Ley 2-2018.
 8. *[The undersigned and/or the Proponent, as the case may be, commits to complying with the “Code of Ethics for Contractors, Suppliers of Goods and Services and Proponents for Economics Incentives of the Executive Agencies of the Government of Puerto Rico”, Title III, Law 2-2018.]*
 9. Suscribo esta declaración jurada de conformidad con las disposiciones de la Ley 2-2018, y los requisitos de esta Aviso de Disponibilidad de Fondos.
 9. *[I execute this sworn statement pursuant to Law 2-2018, and the terms and provisions of this NOFA.]*
 10. Hago la presente declaración jurada para que cualquier entidad gubernamental, corporación pública o municipio, tenga conocimiento de lo aquí declarado para cualquier propósito administrativo y/o legal.
 10. *[I execute this sworn statement so that any government entity, public corporation or municipality has knowledge of what is herewith declared and for any administrative and/or legal purpose in relation thereto.]*

Y PARA QUE ASÍ CONSTE, juro y suscribo esta declaración en _____
_____, hoy _____ de _____ de 2020.

[NOW THEREFORE, I hereby swear and sign this statement in _____,
_____ , on this _____ day of _____ , 2020.]

DECLARANTE
[DEPONENT]

[JURAMENTO EN LA PRÓXIMA PÁGINA]

[OATH ON THE FOLLOWING PAGE]

JURAMENTO

[OATH]

AFFIDAVIT NÚM.: _____

[AFFIDAVIT NUMBER:] _____

JURADO Y SUSCRITO ante mí por _____,
de las circunstancias personales anteriormente mencionadas y a quien identifico mediante
_____, en _____,
hoy _____ de _____ de 2020.

[SWORN AND SUBSCRIBED before me by _____,
with the aforesaid personal circumstances and whom I have identified by means of
_____, in _____,
on this _____ day of _____, 2020.]

NOTARIO PÚBLICO
[NOTARY PUBLIC]

Attachment C – Details on WIOA

Detalles sobre elegibilidad para los fondos del Workforce Innovation and Opportunity Act (WIOA)

Requisitos para los interesados candidatos:

Para los participantes elegibles dentro de los fondos WIOA, se cubre el 100% de matrícula y otros gastos. Los requisitos para cualificar para los fondos WIOA son los siguientes:

- Ser ciudadanos americanos
- Tener (18) años o más
- Para los varones que nacieron el 1 de enero de 1960 y después, estar registrado en el servicio selectivo.

De no cumplir con los requisitos, el participante puede solicitar costeadando el adiestramiento por su cuenta.

Requisitos para los proveedores elegibles:

Para los proveedores solicitar una Determinación de Elegibilidad Inicial o Continua para proveer servicios de adiestramiento bajo la Ley WIOA deben de ser uno de las siguientes:

- Instituciones de educación superior que ofrecen un programa que conduce a una credencial postsecundario reconocido.
- Instituciones que ofrecen programas de adiestramiento registrados bajo el National Apprenticeship Act (NAA).
- Proveedores elegibles de actividades de educación de adultos y alfabetización bajo el Título II, si estas actividades son provistas concurrentemente o en combinación conciertos servicios de adiestramiento.
- Cualquier otra institución pública o privada con programas de adiestramiento, que puede incluir lo siguiente:
 - Organizaciones de base comunitaria de demostrada efectividad ofreciendo adiestramientos.
 - Organizaciones conjuntas obrero-patronal ("joint labor-management organization").

Adiestramientos elegibles para empleadores

Cualquier patrono que no administre cannabis en su negocio/empresa puede participar de los siguientes adiestramientos

Customized Training:

- Reembolsa el 50% del costo del adiestramiento.

- No requiere que esté en el Eligible Training Provider List (ETPL) en cuanto a patronos

On-the-Job Training (OJT):

- Al patrono se le reembolsa el 50% del salario mientras está tomando el adiestramiento.
- No requiere que esté en el Eligible Training Provider List (ETPL) en cuanto a patronos.

Apprenticeship

- Al patrono se le reembolsa el 50% del salario mientras está tomando el adiestramiento.
- Requiere que esté en el Eligible Training Provider List (ETPL) en cuanto a patronos.
- Los patrocinadores de Registered Apprenticeship Program (RAP) son automáticamente elegibles para estar en la ETPL. Sin embargo, el Programa de Desarrollo Laboral no añadirá patrocinadores a la ETPL sin que el patrocinador presente dicha solicitud, ya sea directamente a través del PDL o a través de la Oficina de Aprendizaje del Departamento del Trabajo de los Estados Unidos (si está registrado según las directrices del programa nacional).

Proceso para ingresar en la ETPL:

1. Si son programas en demanda en cada área local el proveedor solicita a través del módulo electrónico ETPL en el sistema Participant Record Information System (PRIS) una cuenta.
2. El PDL les invitación y la institución crea la cuenta
3. Entra la elegibilidad como institución y la elegibilidad de los programas de estudio de acuerdo con la demanda ocupación. Tiene hacer este proceso por cada AL a la que interese ingresar
4. La Junta Local valida toda la información y los documentos ingresados en el módulo.
5. La Junta Local nos envían la lista de los programas recomendados firmado por el presidente de la Junta Local
6. El PDL valida que la información sea correcta.

El flujo de todos los procesos de aprobación varía según la demanda del área local.

Lo que estamos tratando de mejorar es unificar más las áreas locales. La meta es que cualquier participante pueda asociar a cada área local como un solo programa laboral: Conexión Laboral.