



## **Q&A: Neighborhood Jobs Trust Request for Grant Applications**

### Participant Eligibility

**Q: Can you speak to how the program supports the workforce development needs of mixed-status immigrants?**

A: The Neighborhood Jobs Trust has a few key components that must be met for the program participants to be funded with NJT dollars. A person must be 18+, a Boston resident, and meet our income eligibility guidelines. While we do need to collect proof of work authorization for other funding sources, the NJT funds are designated for Boston residents, not just citizens. If you have a model that you think warrants NJT funding and can support our immigrant communities, please feel free to propose, and we will evaluate based on the criteria provided.

### Applicant Eligibility

**Q: Does the sponsoring fiscal agent need a supplier/vendor ID, or does the organization itself need one?**

A: The fiscal agent needs the supplier/vendor ID. The fiscal sponsor would receive the funding and needs to report their grant award to the IRS. The sponsored organization can have its own ID if it wants, but without 501c3 status, it cannot receive grant funding, and it must go through a tax-exempt fiscal sponsor.

**Q: If my organization is an agency that supports both Boston residents and other towns, can we apply? Is there a percentage of Boston residents the agency needs to support?**

A: Yes. Applicants may be organizations that serve more communities than Boston; however, grant applications and budgets should reflect programming for Boston residents. There is not a percentage of Boston residents that the agency needs to support; rather, the emphasis OWD would like to make is that NJT funds are only used for Boston residents.



Example: if a staff member's time is being charged and there are 10 students in their caseload with only 3 of those students being Boston residents, then only up to 30% of that programming staff time can be charged.

**Q: Are you open to funding a two-program model? We have two different training programs for different career paths in the same industry.**

A: Yes. Distinct career pathway options are acceptable application strategies.

**Q: Are there any industry preferences in this round of NJT?**

A: No, there is no industry preference for this round of NJT.

**Q: If a grantee was funded through NJT in a prior year, can it apply for the same program again?**

A: If an organization has previously been funded with NJT dollars, they are still eligible to reapply for NJT funds.

**Question: If my organization is a recent NJT awardee from April 2025, is my organization eligible to apply for this latest fall release in September 2025?**

A: Current NJT awardees are eligible to apply; however, this RFGA seeks to prioritize organizations that are not currently funded. Please note, any current grantees planning to apply should be prepared to explain the differences between their current award and their new application. A concurrent award cannot be for duplicate services.

### Program Deliverables

**Q: Is there a certain amount of time that awarded programs are required to maintain follow-up with participants after they complete the program?**

A: Participants must retain their job placements for 30 days in order to be considered a placement for the purposes of payment.

**Q: So, there is no requirement for providers to continue follow-up after those 30 days?**



A: There is no requirement for follow-up services after 30 days of employment retention.

**Q: Is there a certain percentage of participants that need to enroll, complete, and demonstrate job retention for an applicant to be funded? Is this part of the negotiation process?**

A: This percentage determination is part of the negotiation process. Typically, OWD looks for about 60% job placement at a minimum, with an upper bound range closer to 70% or more.

**Q: Is there any flexibility on the percentages for job placements?**

A: This varies from partner to partner and is agreed upon during grant agreement negotiations.

**Q: Do college classes or job training programs count as outcomes?**

A: The NJT prefers that outcomes be full-time job placements that are retained for at least 30 days; however, industry-relevant post-secondary education/training can be an acceptable outcome pending negotiations. Please note there is no standard number of hours per week that would be required upon application, but the final number would be determined during grant agreement negotiations.

**Q: What is the timeline to get people into jobs?**

A: NJT-funded programs have until 90 days after their grant agreement ending date to report a job placement. Please note that program participants need to retain their jobs for at least 30 days to be counted towards a placement payment.

**Q: Are there particular industries you are especially interested in funding?**

A: No, OWD is not prioritizing certain industries in this round of funding.

**Q: Does the training need to be aligned with a specific industry, or could it be linked with job prep, resume updates, etc.?**



A: While OWD will not be prioritizing certain industries over others, NJT funds from this RFGA will not solely support job prep activities, as we expect those to occur as a part of a larger strategy to support participants on their pathways towards careers.

**Q: Are you open to joint applicants?**

A: Yes, multiple organizations may submit a joint application if they are partnering.

**Q: Knowing that entrepreneurship reduces racial wealth and income gaps, but these types of jobs typically do not initially come with benefits, would this factor reduce an organization's chance of getting funding?**

A: OWD seeks to be a good steward of public funds and support competitive programs that uplift Boston residents in attaining high-quality jobs that are career-oriented. With this in mind, OWD will holistically review both narrative and budget proposals and select those that best serve Boston residents. If an applicant does not feel their job outcomes are competitive, then we suggest they explore alternative funding models like private philanthropy.

### Budget

**Q: What has the average per-student placement cost been?**

A: This varies depending on the population served.

In the most recent round of grants, the cost-per-participant ranges from around \$3000 to around \$13,000. The lower cost is for group training that doesn't require any specialized equipment; the higher cost is for programs providing very intensive individual services or training that requires specialized equipment to prepare participants for jobs, e.g., healthcare. The overall average is closer to \$6000.

**Q: Is there a cap on agency budget?**

A: While there is not a technical cap for this RFGA, please be aware that most awards will be funded between \$75,000 - \$100,000.

If your organization is wondering if there is an operating budget size cap, there is also no limit.



**Q: Are stipends/ wages still an allowable expense?**

A: Yes, stipends are an allowable expense for NJT funds.

### Miscellaneous

**Q: Is there a Word version of the proposal to download?**

A: Yes. You may access the Google Doc version through [this link](#).

**Q: Can you speak to any recently funded ESOL-centered orgs, especially those that offer contextualized training to specific industries or sectors?**

A: OWD has previously funded ESOL classes for customer service-oriented work in hospitality and healthcare. For healthcare examples: ESOL for phlebotomy certificates, ESOL for medical assisting, and ESOL for a patient care technician.