



Good Municipal Jobs Training RFP Information Session

Mayor's Office of Strategic Planning and
Community Development and
Somerville Job Creation and Retention Trust

June 2, 2025

Seeking

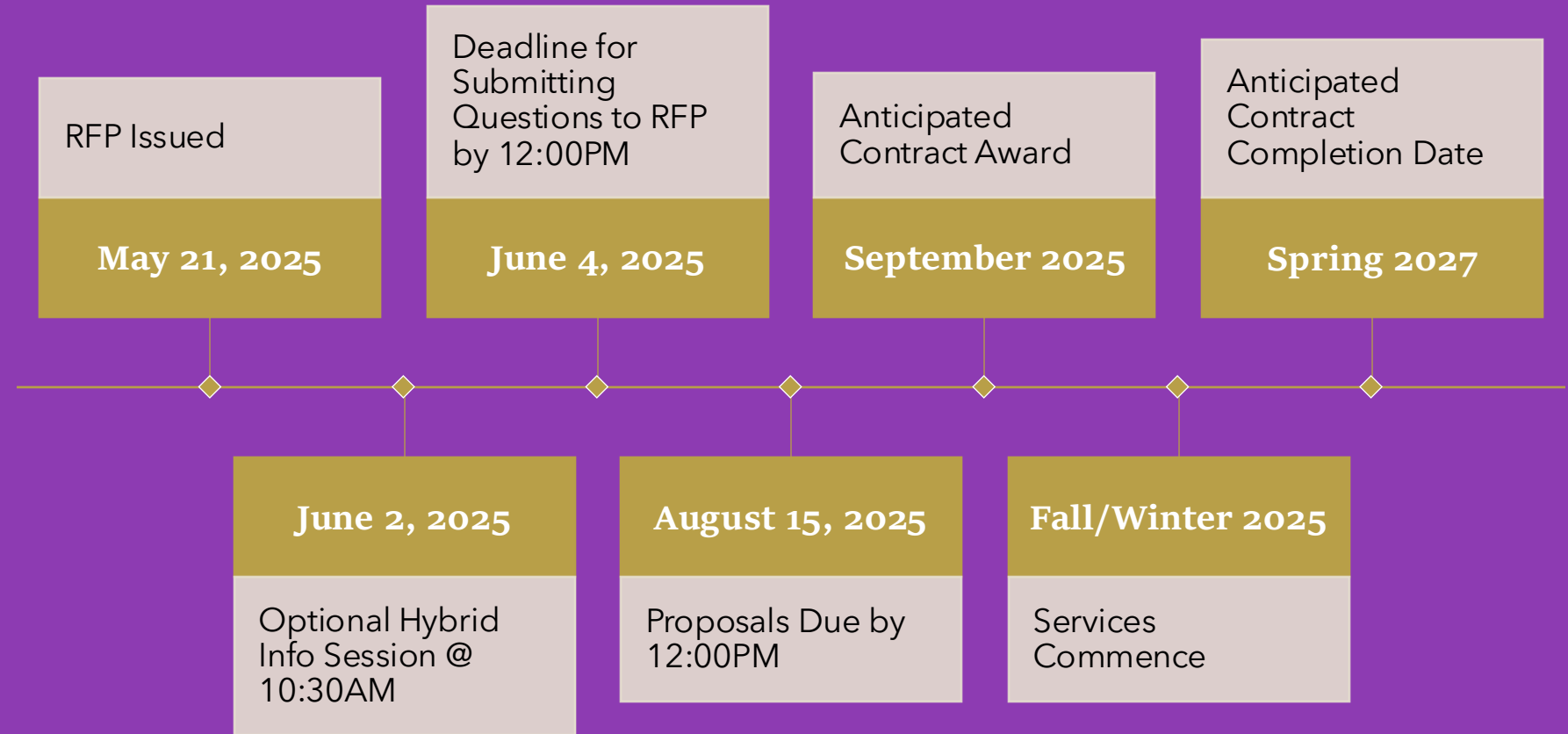
WHO: Nonprofit "Backbone" Organization(s)

WHAT: Good Municipal Jobs Training Initiative

AUDIENCE: Low-income (up to 80% household AMI) working age Somerville residents (16+) interested in working in the municipal trades, entry level office settings, and related fields

WHY: Help Somerville residents achieve skills, certifications, credentials, and licenses that lead to gainful employment or career advancement in the above industries and respond to talent needs of various employers, including the City of Somerville.

Grant Timeline



Integrated Education and Training (IET) Program

“service approach that provides **adult education** and **literacy activities** concurrently and contextually with **workforce preparation** activities and **workforce training** for a specific occupation or occupational cluster for the purpose of educational and career advancement.”₁

₁ Final WIOA regulations at 34 CFR §463.35

Occupational Clusters

Technical Training in Entry-Level Office Skills

- Digital literacy skills (particularly Microsoft Office)
- Accounts Payable
- Basic Accounting Skills
- Other in-demand skills

Technical Training in Licensing and Certification that focus on municipal trade roles

- Commercial Driver's License (CDL) training
- Driver's license, with the intent to obtain employment with this requirement
- Hoisting license
- Other in-demand skills

Ideal Components

- IET program in one or both occupational clusters
- Wraparound social support services
- Career navigation
- Meaningful opportunities to directly connect to work
- Continued service to support 6+ months of job retention
- Adequate training stipends/scholarships



Available Funding

- We welcome the inclusion of leveraged funds to support the program.
- The contract will be a minimum of one year and a maximum of three years.
- The contract may be renewed if three conditions are met:
 - approval from the JCRT,
 - acceptance by the grantee,
 - and the availability of funds.

TOTAL AVAILABLE: \$400,000

INDIVIDUAL PROPOSAL CAP: \$200,000

RFP Scoring Rubric**

Component	Points Possible
Program Description and Design	35 Points
Partnerships, Key Personnel, and Staffing Plan (<i>Letters of commitment from employers and/or labor unions are strongly encouraged</i>)	25 Points
Work Samples and References	10 Points
Program Budget	10 Points
Outcomes/Measures of Success	20 Points
TOTAL POSSIBLE	100 Points

**Please review entire RFP packet for required proposal contents



Questions?

Ask now, or submit to:
wfd@somervillema.gov
by June 4, 2025 at
12:00PM

PROPOSALS DUE:
August 15, 2025 by
12:00PM to
wfd@somervillema.gov

Late proposals will NOT
be accepted