Attachment 2 - Talent City Vaughan
Program Criteria

Talent City Vaughan is a funding program designed to support workforce development within Vaughan. The program will provide funds for eligible non-profit community and social service organizations to host skills development and training programs for Vaughan residents. Programs can involve a wide range micro-credentials, up-skilling and re-skilling programs that will allow Vaughan residents to meet the needs of its growing economy. Applicants training programs must provide job seekers or existing employees with new skills and training that either helps to secure gainful employment or remain employed at their current employer. Programs can be offered online or in-person where appropriate and necessary. Eligible non-profit community and social service organizations will have the opportunity to apply for up to the following amounts in funding to support the execution of proposed training programs.

Funding amount	Number of Program Participants
$5,000.00	10
$7,500.00	10-19
$10,000.00	20+

Organizations do not necessarily need to be located in Vaughan; however, grant funding will only be provided for programs that are targeted towards Vaughan residents.

Program Application

For organizations to obtain funding their application must consist of a written proposal where applicants will demonstrate how their training/skills development program will support workforce development in Vaughan. The following questions must be answered in applicants written response and follow SMART (Specific, measurable, attainable, relevant, and time sensitive) goal setting.

1. What industry sector does the training target?
2. What does the training program involve? Specifically identify or provide a synopsis of the training content?
3. How will the training be provided (online, in person etc.)?
   a. If program is to be held in-person, please outline how COVID-19 guidelines and safety protocols will be adhered to.
4. What is the participation target for the program?
5. What outcomes are expected from the training session?
6. How much is the program expected to cost? Please provide a succent breakdown of all costs (See budget template below).
7. How do you intend to measure success after the program has ended?
8. Applicants must describe targeted groups for training, any pre-requisites for training, the team's planned outreach to under-represented groups, and the selection process of program participants?

To ensure that marginalized segments of the population are not left behind in the economic recovery from the pandemic, it is vital to address gaps in Vaughan's workforce by increasing diversity in the

workforce, returning women to the workforce, and bringing youth into the workforce. Those organizations that include the below marginalized groups below will be weighted higher in selection for funding:

- Immigrants and racialized communities
- Women, in particular mothers with young children
- Workers in low-wage jobs
- Youth - Between the ages of 15-29

Application

Eligible non-profit Community and Social Service Organizations are invited to apply for in funding. Applicants will be required to submit the following:

1. Program Justification and itinerary (See "Program Application" above for further instructions)
2. Completed grant spending budget
3. Supporting documents
   a. Signed Grant Agreement
   b. Signed Consent and Release form
   c. Media release form

All applicants must comply with necessary procurement and legal guidelines

All templates will be provided by Economic Development (ED) staff.

Eligibility Criteria

Eligible organizations must:

- Be located in and operate in Vaughan (organizations that are not located in Vaughan can apply however the program must serve Vaughan residents only)
- Have historically offered training programs to communities for the purpose of workforce development

Businesses not eligible to receive funding include:
- For profit organizations
- Multi-level marketing organizations

Eligible Use of Funds

Grant funds cannot be used for ongoing operations of existing programs. Applicants approved to receive grant funding must use the funds to run skills development programs for Vaughan residents.

Eligible use of funds include:
- Training and skills development programs for Vaughan residents

Funds from the Talent City Vaughan grant cannot be used:

- For hiring of staff
- To service existing debts
- To cover travel related expenses
- To cover general business operating expenses

Program Reporting

If you are approved to receive Talent City Vaughan funding:

1. Economic Development will issue you a cheque based upon the expected number of program participants.

Funding amount	Number of Program Participants
$5,000.00	10
$7,500.00	10-19
$10,000.00	20+

2. Participants will be required to show proof of how the grant was disbursement after the program has been completed
   - Send a .zip folder with receipts to show proof the grant was spent on the items identified in the grant application budget

3. Provide finalized program itinerary and marketing materials

4. Complete Participant Exit Interview/Survey and Program Review Report
   - Program Participants will be asked to complete a written exit interview/survey to provide data and feedback on the impact of the program
   - The program review report will be completed by the applicant and will include participants feedback from exit interviews, overall program successes, and

5. Access to program participants contact information for future follow-up and assessment of newly acquired skills and participants ability to obtain gainful employment or remain at their current employer

Adjudication/Participant Selection

The City of Vaughan's Economic Prosperity Task force will establish a panel of three members, responsible for the judging and selection of applicants and reserves the right to disqualify any participant that, in its sole judgement, violates the spirit of the program and its guidelines, process and rules. Grant review committee decisions are final.

Scorecard (Internal)

Criteria	Points Justification	Points
Industry Cluster	Clearly identifies the industry sector/cluster the training program is targeting	**5**
Training Program	Outlines what will take place during the training program, any pre-requisites required, contents of the training session and what skills will be gained from taking part in the program	**20**
Participants	Describes and identifies the type of participants that will participate in the program and the selection process for participants	**20**
Budget	Provides a clear breakdown of costs associated with the proposed program	**15**
Program Outcomes	Explains the outcomes of the program and the expected results (how will they track participants over x period of time; how will they share the results of the program)	**15**
Total		**75**