



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

**ROY COOPER** • Governor

**MANDY COHEN, MD, MPH** • Secretary

**SUSAN OSBORNE** • Assistant Secretary for County Operations for  
Human Services

## NC DHHS Notice of Funding Availability

**DHHS Division/Office issuing this notice:**

Division of Social Services/Food and Nutrition Services/Employment and Training Program

**Date of this notice:** May 2, 2021

**Working Title of the funding program:**

Food and Nutrition Services – Employment and Training Program

**Purpose- Description of function of the program and reason why it was created:**

The purpose of the Food and Nutrition Services (FNS) Employment and Training (E&T) program in North Carolina is to provide job-driven, skills-based training to eligible FNS recipients that leads to gainful employment.

**Description- Brief statement of nature and scope of the program:**

Annually, the FNS E&T Program is awarded an allotment of federal funds to administer the program. FNS E&T funds are used to assist FNS recipients age 16 and beyond, with a desire to work, in finding employment and/or education and training opportunities that lead to sustainable employment. All non-exempt FNS recipients must register to work. The E&T Program must include at least one of the following components: 1) a supervised job search training program; 2) work experience or training; 3) State, local or Workforce Investment and Opportunity Act (WIOA) work programs; 4) education programs such as Basic Adult Education, GED preparation, and English as a Second Language classes; 5) vocational and technical training; and 6) self-employment.

**Eligibility:**

An Applicant must meet the following requirements:

- Be a non-profit or private organization
- Provide a non-federal 1:1 match which includes funding for recipient expenses
- Offer one or more of the components listed below:

➤ ***Non-Education, Non-Work Components***

Job Search Training – strives to enhance job readiness skills by providing instruction in job seeking techniques. It may consist of job skills assessments, job placement services, or other direct training or support activities. Other activities may include resume writing workshops and learning to use online job search tools.

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES**

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Job Retention Services - provide support services for up to 90 days to recipients who have secured employment. Only recipients who have received other employment/training services under the E&T program are eligible for job retention services. Job retention reimbursements must be reasonable and necessary and can include clothing required for the job, equipment or tools required for a job, relocation expenses, transportation and childcare.

➤ **Education Components**

Basic Education and/or Foundational Skills Instruction (includes High School Equivalency programs)

Career and/or Technical Education Programs or Other Vocational Training

\* Approved educational components must establish a direct link to job readiness. E&T funds can be used to pay for tuition and mandatory school fees charged to the general public. E&T funds cannot be used to pay for State or local education entitlements. Vocational Training courses can be included as part of the E&T education component. These training programs improve the employability of recipients by providing training in a skill or trade, thereby allowing the recipient to move directly and promptly into employment. Acceptable vocational training programs should have a direct link to the local job market. Vocational training, books, uniforms and other expenses that are reasonable and necessary can be paid directly for participation in the vocational training component.

➤ **Work Components**

Self-Employment Programs - help teach recipients how to design and operate a small business or another self-employment venture.

Pre-Apprenticeships, Apprenticeships, and/or Internship Programs

Work Experience - involves actual work experience and/or on-the-job-training. Placements can be with private, for-profit companies, in contrast to the workfare component.

Workforce Investment and Opportunity Act (WIOA) includes job training services that are developed, managed, and administered by State agencies, local governments, and the business community under the WIOA. Activities include basic skills training (GED, literacy), occupational skills training, on-the-job training, work experience, job search assistance, and basic readjustment services.

**How to Apply:**

Any agency or organization should submit its application to [FNSEandT@dhhs.nc.gov](mailto:FNSEandT@dhhs.nc.gov). Faxed applications will not be accepted. Nothing may be added to any application after it has been submitted. Eligible applications will then be forwarded to a grant review committee who will review, score, and rank the applications.

**Deadline for Submission:** June 30, 2022 at 5:00PM

**How to Obtain Further Information:**

Direct all inquiries concerning this Request for Application (RFA) to [FNSEandT@dhhs.nc.gov](mailto:FNSEandT@dhhs.nc.gov).