

**ATTACHMENT II: STATE STRATEGY FOR INCUMBENT WORKER TRAINING
CONTENT**

State Strategies will be due to DOL by the end of the eleventh month of the grant period. While it is expected that each initial State Strategy for Incumbent Worker Training will vary, such Strategies should address the core issues identified in the grant applications.

1. Achievement of Goals

- a. What were your goals for the planning process for incumbent worker system building?
- b. Did you achieve your goals? If not, why not?

2. Participation in Statewide Efforts

- a. What organizations, firms, or sectors participated in the Statewide planning efforts?
- b. Were there any major problems, issues, or successes you confronted or achieved during this statewide effort?

3. Participation of Stakeholders

- a. What major stakeholders were involved in the planning process for incumbent worker training system-building?
- b. Were there other stakeholders who should have been involved? Why were they not involved?
- c. Are there any lessons you learned about the participation of various stakeholders?

4. Need Identification

- a. What were your goals for identification of need in the Statewide planning process for incumbent worker system-building?
- b. What additional needs were identified?

5. Training Providers

- a. What efforts have been achieved for identification of training providers?
- b. How have training providers been identified and selected?

6. Outcome Goals

- a. What outcome goals have been identified for incumbent worker training?
- b. How did you determine specific outcome goals?

7. Project Management

- a. Describe how the project has been and will be managed.
- b. Include the name of the project manager and the organization.

8. Budget

- a. How much money was expended for the incumbent worker effort?
- b. What were the individual line items?

9. Time line

- a. What activities took place during the 12 month period of performance to complete the State Strategy?
- b. If there were any activities not completed during the period of performance, explain why they were not completed.

10. Evaluation

- a. Describe the results of the evaluation of the incumbent worker training effort.
- b. What are the lessons learned from the evaluation that can be utilized in the State's future efforts with incumbent worker training?