

Notice of Funding Opportunity

State Agency Name:	Iowa Department of Workforce Development
Funding Opportunity Title	Career Training Physical Expansion Grant State Fiscal Year 2027 (SFY27)
Announcement Type:	Initial
Assistance Listing Number (CFDA):	N/A

IMPORTANT DATES

Application Deadline:	Grant applications are due by Monday, October 19, 2026 at 2:00 p.m. CST
Application Webinar Date:	Tuesday, September 29, 2026, at 1:00 PM via Microsoft Teams
Application Notification:	A Notice of Funding Opportunity (NOFO) will be posted on the following websites: www.iowagrants.gov https://workforce.iowa.gov/opportunities/grants

PROGRAM PURPOSE

The Career Training Physical Expansion Grant Program (CTPE) is designed to offer financial support to Iowa community colleges and unionized or nonunionized private sector apprenticeship programs to expand their capacity to provide education and training for workers in high-demand jobs in the state. Through this program, eligible applicants may receive funding to support the construction of new training facilities or the purchase of essential equipment which will increase the number of slots available in new programs training workers in high-demand jobs in Iowa.

The goal of CTPE is to ensure these institutions and new programs have the physical space and equipment necessary to educate and train more future workers in fields that are currently experiencing high demand within the state. By increasing training capacity, the program aims to prepare a larger and higher skilled workforce to meet the needs of Iowa's high-demand industries and employers.

ELIGIBILITY INFORMATION

Eligible Applicants

To be eligible for financial assistance under the program, an applicant must propose the construction of a new training facility, construction to expand an existing training facility (including modifying an existing structure) or the procurement of equipment that will expand the regional training capacity to educate and train workers in high-demand fields in Iowa. Proposals should be considered as new projects and not the subject of other state grant-funded opportunities.

Eligible applicants must be:

- An Iowa Community College; or
- Unionized or Nonunionized private sector apprenticeship program; and
- Ability to expand training for workers and future workers primarily through in-person instruction

in high-demand fields.

Additional eligible criteria includes:

- Operate and be located within the State of Iowa;
- Must not have held layoffs within the last six months;
- The applicant must not be in bankruptcy or pre-bankruptcy;
- The applicant must not be in arrears with taxes or owe money to the State of Iowa for any program administered by the State of Iowa;
- Any registered apprenticeship or work-based learning programs must be in good standing with the Iowa Office of Apprenticeship (IOA).

As part of the application, applicants must disclose any potential conflicts of interest at the time of application submission. If awarded, the awarded business is required to disclose any potential conflicts of interest that occur throughout the period of performance to the awarding agency. IWD reserves the right to adjust minimum requirements based on the scope of applications received.

Priority Determination

Priority points may be given to applicants who:

- Demonstrate a substantial increase in capacity for training as a direct result upon the completion of the project/purchase.
- Priority points will be awarded for increased training capacity as follows:
 - Three (3) points for increasing program capacity up to twenty-five (25) percent
 - Five (5) points for increasing program capacity by twenty-six (26) to fifty (50) percent
 - Ten (10) points for increasing program capacity by fifty-one (51) percent or more

Example:

Current Capacities	Proposed Increased Capacity	% Change of Increase	Additional Priority Points Awarded
5 current slots	5 additional slots	100%	10 additional points
15 current slots	5 additional slots	33%	5 additional points
20 current slots	5 additional slots	25%	3 additional points

Definitions

Applicant: an Iowa community college or unionized or nonunionized private sector apprenticeship program applying for assistance under this program.

Apprenticeship: a structured training program that combines supervised paid on-the-job training with classroom instruction.

Community College: the same as defined in section 260C.2 of Iowa Code.

Construction of New Facilities: the process of assembling, erecting, or modifying a physical structure in Iowa for the purpose of expanding capacity to provide education and training for workers in high-demand fields in this state. Major maintenance of an existing facility does not qualify.

Equipment: specialized hardware, software, or other tangible, non-expendable property that has a per-unit acquisition cost of \$5,000 or more and an anticipated useful life of more than one year and is intended to increase training capacity

Expand Capacity: to increase the maximum number of slots available in a training or education program for workers in high-demand fields in this state.

High-Demand Field: the same as the definition of “high-demand occupation, high-skill occupation, and high-wage occupation” as created in section 256.125 as enacted by [2026 Iowa Acts, House File 2610](#).

Non-duplicative Training: a project funded via this program which avoids recreating current regional training programs but will modernize the structure and delivery of a training and/or education program that will directly result in an increase in the number of workers in high-demand fields in this state. Proposals should be considered as new projects and not the subject of other state grant-funded opportunities.

Private Sector Apprenticeship Program: a paid apprenticeship program offered by, or in partnership with, a private company in Iowa.

Procurement: the same as defined in [Chapter 117.2\(8A\)](#).

AWARD INFORMATION

Program Authority

Funding is provided to Iowa Workforce Development via the career training and physical expansion program fund created in Iowa Code section 84J.3 as enacted by 2026 Iowa Acts, Senate File 2168.

All costs incurred for this project must align within the stated award period. The performance period for IWD for this program begins November 1, 2026, and ends June 30, 2030.

Performance Measures

- Number of newly created training opportunities for workers/students.
- Length of time related to the Earn and Learn/apprenticeship training program.
- Number of employer partners that are associated with the project.
- Projects requesting equipment purchases only must see an increase of a minimum of five (5) new slots in capacity.
- Projects requesting construction, expansion, or modification must see an increase of a minimum of ten (10) new slots in capacity.

Estimated Award Amount

- The total state appropriation available under this award is \$3,500,000.
- Individual award allocations will be considered up to a maximum of \$1,000,000 per award.
- \$1,500,000 of the funding is reserved to fund projects in the Healthcare field.

Funding decisions are made as funding is available and administered as a competitive opportunity. IWD is not obligated to provide the maximum grant amount requested. Final awards and reimbursements will be adjusted based on the proportionate final percentages of capacity increases.

State or Federal Match Requirement

There is no state match requirement/cost sharing associated with this Notice of Funding Opportunity.

Project and Award Period

Pursuant to the terms of the award, the period of performance for this opportunity is between November 1, 2026, and June 30, 2030. Individual contract agreements with participating employers may dictate a shorter period of performance specific to the individual award. Expenses incurred related to this program outside of the period of performances listed in individual contract agreements are not eligible for reimbursement under this award. Any funds not expended for activity completed by June 30, 2030, will be forfeited, and IWD will not be obligated to provide additional funding for program completion. Awarded projects not meeting these timelines may result in a default of the award, and all grant funds may be required to be returned to IWD.

All final expenses and reports must be completed and submitted to IWD no later than August 15, 2030.

Type of Award

Grant funds are administered as reimbursement only, and no advance payments will be provided.

IWD will pay out grant funds to awarded entities as a reimbursement after the submission and approval of required project reports, validation of submitted expenses, and milestone completion required by the grant opportunity.

Use of Funds

The funds provided are designed to support the construction of new facilities and the procurement of equipment that will expand the capacity of community colleges and unionized and nonunionized private sector apprenticeship programs to provide education and training for workers in high-demand fields in this state. Awarded grant funds can only be used for expenses related to the project identified in the approved application and align with an eligible expense category listed below. Expenses must logically align with the proposed program focused on increasing regional training capacities and be approved as part of the approved budget for the award.

Reimbursement will be provided at the completion of the following two milestones:

1. Upon the completion of the approved construction, expansion, or modification project and/or validation of the purchase/payment of equipment.
2. The validation of the expanded capacity of enrollment/participation as stated within the approved project.

Validation of award funds will be subject to evidence that funds were expended defined by the contract agreement. To be considered, all expenses must be entered into and submitted on the IWD expense tracker document and must include proof of purchase and proof of payment documentation for consideration for reimbursement.

Specific expense categories eligible for grant funds include:

- Equipment as defined in this NOFO.
- Construction, expansion, or modification expenses from an eligible third-party contractor

Ineligible Expenses

- Transportation or travel expenses, including mileage, airfare, food, lodging, vehicles, and fuel charges
- Food expenses
- Landscaping or fencing
- Wages for internal employees
- Third-party credentialing, licensing, training, and/or exam expenses
- Administrative and Indirect expenses

IWD reserves the right to determine the eligibility of all expenses and may deny reimbursement for expenses that are not reasonable, necessary, or directly related to the stated and approved project.

Procurement Policy

Successful applicants may be required to provide a copy of their procurement policy to IWD for combined invoices/purchases over \$10,000 from a single vendor to be submitted with the return of their executed agreement. A procurement policy template will be provided upon request; however, it is the successful applicant's responsibility to consult with qualified and knowledgeable legal counsel to determine any specific rules or requirements that apply to their individual circumstances. Request for funds will be validated based on successful applicants' procurement policies.

Reporting Requirements

Successful applicants will be required to submit semi-annual progress reports to document the updates of the project and describe how funds were spent. The awarded entity will be required to submit a final report prior to grant closeout providing the final increase of training capacity as a direct result of the project. All reporting will be completed via a report template provided by IWD.

The following information will be requested for each report, but not limited to:

- Barriers or concerns related to the progress of the awarded project/purchase;
- Progress on completion providing key timeline milestones;
- Anticipated final completion/opening date of the construction, expansion, or renovation project (if applicable);
- Number of anticipated new capacity as a direct result of the project/purchase

IWD may change, add or remove reporting metrics throughout the award period. Awardees must provide a detailed report of the progress of the project/purchase, beginning from the date of the individual Agreement between the Awardee and the State is fully executed. If the reporting deadline falls on a weekend or holiday, the due date extends to the subsequent workday. Reporting deadlines will be further detailed in the employer contract agreement.

Reporting Period	Due Date (No Later Than)	Type of Report
11/01/2026-12/31/2026	January 31, 2027	Initial
01/01/2027-06/30/2027	July 31, 2027	Semi-Annual
07/01/2027-12/31/2027	January 31, 2028	Semi-Annual
01/01/2028-06/30/2028	July 31, 2028	Semi-Annual
07/01/2028-12/31/2028	January 31, 2029	Semi-Annual
01/01/2029-06/30/2029	July 31, 2029	Semi-Annual
07/01/2029-12/31/2029	January 31, 2030	Semi-Annual

01/01/2030-06/30/2030	July 31, 2030	Semi-Annual
10/01/2026-06/30/2030	August 15, 2030*	Final

*Final reporting date may be adjusted based on individual contract agreements.

Reimbursement Schedule

Reimbursement will only be provided after the verification of successful completion of each milestone, the validation of eligible expenses, and the approval of semi-annual progress reports. This review will serve as the certification funds were used in accordance with the approved grant application and grant program.

Reimbursement will be provided at the completion of the following two milestones:

- Milestone 1 – 75% of total funds upon the completion of the approved construction, expansion, or renovation project and/or validation of the purchase/payment of equipment.
- Milestone 2 – Remaining 25% of total funds upon the validation of the expanded capacity of enrollment/participation as stated within the approved project.

Additional Considerations

Additional consideration may be given to applicants based on geographical location within the state or based on industry.

As a condition of receiving the funds appropriated under this NOFO, the grantee of this award will be required to maintain records for a minimum of three (3) years from the date of close out and allow access by IWD or its appointees. If an awarded organization/employer declares bankruptcy or files a WARN with IWD within 24 months of the end of the period of performance, IWD reserves the right to require received grant award funds to be returned to the state.

APPLICATION AND SUBMISSION INSTRUCTIONS

Electronic Submission Instructions

Applicants must submit applications electronically via IowaGrants.gov. IWD recommends that applicants create an account and begin the application in advance of the deadline. For registration guidance, refer to “IowaGrants.gov New User Registration Instructions” (See Appendix B).

The applicant’s authorized representative must be the person who submits the application. The authorized representative must be using his or her own IowaGrants.gov account to sign and submit the application.

Official email communication from IWD regarding this application will be issued from a representative from Iowa Workforce Development (IWD). Applicants are required to ensure these communications are received and responded to accordingly.

Content

Applicants will enter or attach the following components of a complete application in www.iowagrants.gov.

Career Training Physical Expansion Grant Overview and Project Plan:

1. Applicant Information
2. Project Summary
3. Project Description and Need
4. Project Goals
5. Project Timeline & Recruitment
6. Organizational Capability

Physical Training Infrastructure Grant Budget:

1. Include a description of proposed costs and budget category.
2. Ensure totals reconcile with the amounts included on the Physical Training Infrastructure Grant Budget Form.

Attachments to be Uploaded:

- Completed Organization W-9
- Physical Training Infrastructure Grant Budget (use of template required – Attachment C)
- Other Attachments such as a Procurement Policy may be requested

See Appendix A for further information and application guidance.

Submission Dates and Times

- Please see the Important Dates section at the beginning of this announcement for the submission deadline. IWD reserves the right to extend the submission deadline, and any notice of such extension will be posted on IWD’s website and/or IowaGrants.gov.
- Attempted submission of a completed application after the stated due date and time will not be allowed by the system.
- If a submission is attempted after the published date and time, the applicant will receive a notice stating, “The Funding Opportunity is closed.”

APPLICATION REVIEW INFORMATION

Scoring Criteria

Project Description and Need	20 points
Project Goals	20 points
Project Timeline & Recruitment	30 points
Organizational Capability	10 points
Budget Narrative and Form (includes Attachment C)	20 points
TOTAL	100 points

See Appendix A for further information and application guidance. Any additional priority points earned will be added to the overall point total.

Review and Selection Process

A review team selected by Iowa Workforce Development (IWD) will use the criteria listed in this document to determine eligibility and Appendix A to review applications under this funding announcement.

Applicant Clarification

Some applicants may receive requests to provide clarifying information and/or make changes to their application, including changes to their budget. This information is used by IWD in making funds recommendations. Applications may be recommended for funding even if they are not asked clarifying questions. A request for clarification does not guarantee a grant award. Failure to respond to requests adequately and in a timely manner may result in the removal of applications from consideration.

Selection for Funding

Decisions to award grants and the funding levels will be determined by application based upon compliance with the requirements of this funding announcement. Applicants may be selected to enter into a grant agreement, finalizing grant terms, budget, and scope-of-work provisions, at which time the final decision to make a grant award will be made. Submission of an application is not guaranteed of an award.

AWARDING AGENCY CONTACT(S)

Please direct any questions regarding this NOFO to:

Patrick Rice

Iowa Workforce Development

patrick.rice@iwd.iowa.gov

515-725-9077

Technical Assistance

Technical Assistance (TA) will be provided throughout the application process, in the form of webinars and direct support. All technical assistance will be shared on the IWD [website](#).

Other Information

- If an applicant fails to meet any eligibility criteria at the time of an application deadline, the application may still be reviewed but the State will not make an award until all eligibility criteria are met.
- IWD reserves the right to request additional information from applicants to evaluate applications.
- IWD, at its sole discretion, reserves the right to reject all applications; to reject individual applications for failure to meet any requirement; to award in part or total, and to waive minor defects and non-compliance. Such a waiver will not modify the program requirements or excuse the applicant from full compliance with program specifications or grant agreement requirements if the grant is awarded. Submission of an application confers no right to an award or to a subsequent grant agreement.
- All application submissions become the property of IWD. If funds are awarded, the contents of all applications will be in the public domain at the conclusion of the selection process and will be open to inspection by interested parties subject to exceptions provided in Iowa Code Chapter 22 or other provision of law.
- IWD is not obligated to award any grants under this program, to pay any costs incurred by the applicant in the preparation and submission of an application or pay any grant-related costs incurred prior to the grant beginning date.
- Upon IWD's approval, the successful applicant will receive a grant agreement via email from IWD. The applicant has 21 business days to sign the grant agreement. If the agreement is not executed within 21 business days, IWD reserves the right to cancel the award. IWD, at its sole discretion, may extend the timeframe for executing the grant agreement.

- Any grant agreement awarded by IWD shall include specific provisions, terms, and conditions.
- All decisions by IWD are final.

APPENDIX A: 2026 CAREER TRAINING PHYSICAL EXPANSION GRANT APPLICATION DOCUMENTS

Please review the following guidance when preparing your grant application in IowaGrants.gov. The application gathers general information, narratives, budget information, and attachments. Each section includes prompts that must be addressed.

2026 Career Training Physical Expansion Program Overview and Program Plan:

- **Applicant Information (required, not scored)**
 - Contact information of your organization's Authorized Representative
 - Contact information of your organization's Fiscal Officer/Agent
 - Identification of County(ies) participating, involved, or affected by the proposal
 - Identification of Congressional District(s), Iowa Senate District(s), and Iowa House District(s) involved or affected by the proposal
 - Legal Organization Name
 - Organization type
 - Business Address
- **General Information**
 - Selection between equipment purchase or construction project
 - Estimated total expense of purchase/project
 - Requested grant funds
 - Occupation(s) impacted with this proposal
- **Project Description and Need**
 - Provide a description of the current offerings related to the education and training program including the specific high-demand occupations associated with the proposal, historical offerings, number of training positions, equipment used (if applicable), rates of completions, and current number employer partners. If the offering is not currently available within your region, provide a description of the regional importance of the offering.
 - Provide an overview of the stated need for the equipment and/or additional training space, including identified gaps of service and wait lists for the training program.
- **Project Goals**
 - Demonstrate how the proposed construction project or equipment purchase is considered non-duplicative and will increase the regional capacity for education and training in the stated high-demand fields.
 - Provide activities or events that signal the successful implementation of the construction project or equipment purchase and how this will be validated.

- **Project Timeline & Recruitment**

- Describe the timeline of the project, including measurable milestones that demonstrate progress. Include Month/Year for each measurable milestone included.
- Discuss potential barriers to the timeline provided. Include options available to overcome the stated potential barriers.
- Describe the recruitment and participation plan to ensure the project can achieve the desired participation stated.

- **Organizational Capability**

- Describe the staff and partners who will be involved with this project including the roles and scope of their involvement. Provide details of roles such as grant administration, procurement, financial and grant reporting.
- Describe previous experience the organization has implementing state or federal awards.

- **2026 Career Training Physical Expansion Program Grant Budget:**

- Complete the budget template (Attachment C), which will include a description of proposed costs, and an overview of how budgeted expenses are calculated. Outline total expenses separated by the approved budget categories.
- Provide a detailed narrative of budget expenses and how the expenses are necessary and appropriate for the proposed training program. Ensure totals reconcile with the amounts included on the 2026 Career Training Physical Expansion Program Budget Form (Attachment C).

Application Attachments

Upload the following in the Attachment section in IowaGrants.gov:

- W-9 as a PDF
- 2026 Career Training Physical Expansion Program Budget (Excel File): Attachment C

APPENDIX B: IOWAGRANTS.GOV NEW USER REGISTRATION INSTRUCTIONS

Follow these basic instructions to create an account and begin your grant application.

1. Watch this 4 min video <https://dom.iowa.gov/iowa-grants-login>
2. Go to www.iowagrants.gov
3. Always select the blue button “Click Here to Access Single Sign-On Tool” no matter if this is your first time accessing the system or you’re already registered.
 - a. Do not use the “enter your user ID and password” options
4. If you do not have an account, select “Sign Up” at the bottom of the screen.
5. Enter your first name, last name and valid email address.
6. Complete the Set Up for security methods, including setting your password.
7. Verify your email and enter the verification code that was sent by the system.
 - a. This email is sent by Admin@id.iowa.gov.
 - b. This provides you with a one-time code to complete the verification process.
8. Complete your registration by entering your contact information on the Registration page. Enter your basic information and select your Program Area of Interest. While the system instructions do not make this clear, it is important that you select a program area of interest from the drop-down list. This will expedite registration.

Once complete, your registration is pending final system approval. You will receive a confirmation email once your approval is complete.

If you have any questions regarding these instructions or want additional assistance, please contact Patrick Rice at patrick.rice@iwd.iowa.gov or 515-725-9077.