

NATIONAL EMERGENCY GRANT (NEG)
Project Planning
Instructions

Purpose: National Emergency Grants (NEGs) are discretionary grants awarded by the Department of Labor (DOL) pursuant to Section 173 of the Workforce Investment Act (WIA), as amended. NEG funds are allocated to temporarily expand service capacity at the state and local levels by providing time-limited funding assistance in response to significant dislocation events and provide employment related services to eligible participants.

Project Plan Requirements: The use of funds under any National Emergency Grant is governed by the provisions of the Workforce Investment Act (WIA) and its regulations, along with instructions set forth by the Mississippi Department of Employment Security (MDES). Authority to draw down and use the full amount of approved funding will require the development, submission, and approval of a NEG Project Plan. The plan must specify the service delivery and management structures, planned expenditures, and performance goals for the project. The NEG Project Plan must be submitted under provisions outlined by MDES. Instructions for submitting a project plan are noted below.

1. A narrative justification of not more than 1000 words describing the following:
 - Intended use of the funds,
 - Planned dates of the project,
 - Planned outreach to participants that completed the temporary jobs component,
 - Describe the type of workforce development service(s) you plan to provide, and
 - Service delivery and management structures.
2. A completed NEG Project Planning Form (**Attachment A**)
3. Local Workforce Investment Areas/Contractors should design and implement programs based on WIA National Emergency Grant Regulations (**Attachment B**)

National Emergency Grant Monitoring: NEGs will be monitored on-site by the Office of Grant Management (OGM) at least once during the project operation period. Local Workforce Investment Areas/Contractors will coordinate with OGM monitoring staff to schedule the appropriate date and time for all monitoring visits.

NEG Project Plan Modifications: LWIAs/Contractors may submit a project plan modification under the following circumstances:

- To change the project design,
- To modify performance outcomes, or
- If funding levels change.