

**Arkansas Department of Workforce Services  
Proposal Narrative Template  
WIOA Assistance Funding**

**Local Workforce Development Board Name:**

**Contact Person:**

**Contact Telephone Number:**

**Date of Proposal Submission:**

**Assistance Type: Regional Planning or Industry/Sector Planning**

**Total Amount of Funding Requested:**

**Proposal Narrative Description** – Proposal must be detailed to include strategies, partners, time lines, activities, projected outcomes, and plans for sustainability.

- Identification of employer/business partnerships
- Submit a budget and budget narrative for all program, and administrative costs.
- Submit an updated risk assessment.
- The application must demonstrate that the funds will be obligated by March 31, 2019 and liquidated by June 30, 2019.
  - Commit to any additional training that ADWS considers essential to the success of the award

**ATTACHMENTS**

**Budget:**

- Attach Budget Worksheet (includes budget and budget narrative)

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**Regional Planning or Industry/Sector Planning Funding Request**

**Total Amount of Funding Requested:**

**Proposal Narrative Description –**