

## Adult Career Pathways Program Updates

MAWB Job Seeker Services Meeting, June 25, 2025

### Adult Career Pathways Programs

We recently developed a new program, *Growing Careers: Agriculture Workforce*. The request for proposal for this competitive program was released June 2, 2025. This will focus on increasing the agriculture industry through relevant training, paid work experience, and job placement for Dislocated Worker eligible participants.

The link to ACP RFPs can be found at DEED's Competitive Grants and Contracts webpage:

<https://mn.gov/deed/about/contracts/open-rfp.jsp>.

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#### Upcoming Request for Proposals

The Adult Career Pathways team is busy putting final touches on SFY26-27 request for proposals (RFPs). We anticipate releasing nine (9) RFPs throughout July and August a varying interval to give interested organizations time to apply for all that may fit within your programs. All releases will be followed by an informational webinar, links to the webinars can be found on DEED's website and within the RFP itself.

A few reminders as you prepare your submission(s):

- Be sure to read through the Request for Proposals (RFP) in its entirety and review the Application Packet and all associated attachments BEFORE you begin drafting application materials.
- Complete all fields within the application, sign where indicated on the application, and submit all documents listed on the application's cover page for any additional information required to be considered complete. Incomplete submissions will not be considered.
- Do not attach marketing materials or include links to web pages.
- Be mindful of the due date and time. All submissions must be *Time Stamp Received* which means received into the DEED email box, not the time sent. Please plan accordingly as sometime emails take some time to get through to the state system.

We encourage all organizations who may be interested in applying to sign up to receive notifications about newly released RFPs at DEED's Competitive Grants and Contracts webpage:

<https://mn.gov/deed/about/contracts/open-rfp.jsp>.

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#### File Management Update Reminder: Electronic Document Storage

Effective July 1, 2025, all local state and federal Employment and Training Program Partners must transition from paper (hard) copy participant files to maintaining electronic participant records using Workforce One (WF1, which includes the upload of all required participant source documentation (including all participant eligibility documents, employment plans, and support services documentation) into Electronic Document Storage (EDS) also known as Document Summary within WF1.

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#### ACP Contracts

For contracts ending June 30, 2025, please keep in mind the following:

- All data entry must be completed 45 days from the end date of the contract

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- All participant records must exit in Workforce One by Tuesday, July 15, 2025. For participant records exited after June 30, 2025, you will need to use the exit date of June 30, 2025.
- Your Final Grant Report is due July 30, 2025. Please use the “Final Grant Report Closeout” template found on the ACP Webpage under [Forms](#).

Please be mindful that performance in previous grants will be taken into consideration for future grants. It is important to remain up to date on your data entry and work towards job placement and retention for your participants.

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### Contracts Being Extended – Reminder

For any contracts receiving an extension, please remember that any MOUs or contracts you hold with partners/subgrantees will also need to be extended. MOUs and contracts must be valid for the full duration of your contract with DEED or for the duration of the service the partner is providing. If an MOU/contract is revised, please send an updated version to your ACP Program Coordinator.

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### Success Stories

We'd love to learn about the amazing work you're doing and how it is positively impacting the lives of participants throughout the State of Minnesota! To submit a success story, please fill out this brief [ACP Success Stories Form](#).