



**JVA CONSULTING, LLC**  
partners in community and social change

## **Paradox Community Trust Strengthening Communities Grant Training and Technical Assistance**

Organizations receiving Strengthening Communities grants will be required to participate in comprehensive training and technical assistance (TTA) to build the capacity of their organizations as well as to expand their ability to help low-income individuals secure and retain employment, earn high wages or obtain better-quality jobs, and/or increase access to government benefits. Grantees will have the opportunities to participate in either of two TTA tracks. The following table outlines expectations for participating in these two TTA tracks.

### **Track 1: Social service capacity building**

<b>Activity</b>	<b>Commitment in estimated hours</b>	<b>Timeline</b>
Attend full-day summit/orientation including training and networking	8 hours	April 27/28, 2010
Participate in pre-assessment to determine capacity building needs	4-6 hours	April-May 2010
Develop technical assistance work plan with JVA consultants	2 hours	April-May 2010
Participate in at-least four in-person trainings or Webinars	15 to 20 hours	May 2010-September 2011
Participate in individual, customized, technical assistance either in person, by phone or via email with JVA consultant	20 to 30 hours	May 2010-September 2011
Participate in online networking activities and respond to TTA communications	1 to 3 hours per month	May 2010-September 2011
Individual capacity building work on own per the work plan	Varies broadly	May 2010 through September 2011
Participate in post-assessment to measure gains in capacity	4-6 hours	August-September 2011

## Track 2: Social enterprise capacity building

Activity	Commitment in estimated hours	Timeline
Attend full-day summit/orientation including training and networking	8 hours	April 27/28, 2010
Participate in pre-assessment to determine capacity building needs	4-6 hours	April-May 2010
Develop technical assistance work plan with JVA consultants	2 hours	April-May 2010
Recruit 3 to 5 people to participate in enterprise team	Varies	April-May 2010
Enterprise team participates in six monthly in-person work sessions with JVA consultants and other grantee teams	5-6 hours per session, 6 sessions	May 2010-September 2011
Individual social enterprise business planning research and related work between monthly sessions	5 to 15 hours per month	May 2010 through September 2011
Participate in at-least four in-person capacity building trainings or Webinars (optional)	15 to 20 hours	May 2010-September 2011
Participate in online networking activities and respond to TTA communications	1 to 3 hours per month	May 2010-September 2011
Participate in post-assessment to measure gains in capacity	4-6 hours	August-September 2011

## Funding your Involvement in TTA

Grantees are required to obligate significant time to capacity building TTA. To help pay for this obligation, grantees can include in their proposal budget funding for personnel time and related expenses. The following table provides examples of acceptable expenses that you may include in your proposal budget to pay for your involvement in TTA. For further information on examples and requirements of capacity building activities that can be funded through the grant, see the Strengthening Communities Request for Grant Proposals document.

### Examples of TTA-related budget line items

Budget Line Item	Explanation
Staff or volunteer time spent attending grant-required trainings and events	This may include an hourly rate or stipend.
Staff or volunteer time spent participating in one-on-one technical assistance	This may include an hourly rate or stipend.
Mileage to/from grant-required trainings and events	Use the federal mileage rate of \$.50/mile
Purchase of equipment or supplies, such as computers or computer software that enable you to participate in TTA	It will be helpful for grantees to have a laptop computer to use during TTA activities. Also consider purchase of a printer and DSL for Internet access.