

**American Rescue Plan**  
**Louisville Metro Government**  
**Project Proposal Submission Form**  
**Organization: University of Louisville**  
**Research Foundation**

**Project Contact:** Dr. Sharon Kerrick- Assistant Vice President Digital Transformation Center

**Project Name:** Community Workforce Train the Trainers Digital Literacy (DLT3)

**Project Executive Summary (Maximum 300 words):** The Digital Literacy Train Community trainers' program will enable communities within the 26 Districts of Metro Louisville to have access to free materials/resources/training to enable more trainers to be in the community empowering digital literacy workforce skills. The goal is to recruit and train 100+ Community trainers throughout all districts. Train them for 8 weeks either face to face, online or hybrid. The result will be that each new Community Trainer will then train a minimum of 10 people for a stipend. U of L will support these Community trainers with resources to mentor/coach/schedule/market/produce materials and monitor these trainers training sessions. The course materials will be free/accessible via an online portal with instructional support by U of L Digital Literacy workforce trainers. The portal will be a sharing of resource portal as well for all the new Community trainers to help each too.

The aim is to enable Community trainers to conduct their own trainings after the initial monitored training for their first 10 participants. Topics: Microsoft Forms, Analytics, Artificial Intelligence etc. Each new Community trainer will be required to do a minimum of one training with at least 10 participants thus at minimum 100 Community trainers train 10 people each nets a minimum of 1000+ new workforce technology badges/trophies and/or certificates and that is if they only do the minimum of 10. They can do the community training anywhere: churches, community centers/organizations/chamber groups/associations or companies. Additionally, the participants in the 100 new Community District Trainers classes will be referred to U of L's Modern Apprenticeship Pathways (MAPS) program as well as other community partners we are working with Louisville Urban League, Metro United Way, Louisville Central Community Center, and AMPED to use their facilities, refer the participants to for barrier removal services and collaborate on job fairs and employers.

**Goal/Outcomes Statement (Maximum 150 words):**

Goal(G): 1) Create Train the Trainer Community Digital Literacy Trainer program/curriculum/platform that includes video/training materials and resources. Outcome(O): online modules/video's/links/certificates completed.

2) Expand Community portal for Digital Literacy that includes free on-going technology trainings, materials, support. Outcome(O): <https://louisville.edu/digital-transformation/learn> .

3) Teach, mentor, coach, support the newly minted Community Digital Literacy workforce Trainers by helping them **conduct their own trainings in the Community** and provide a stipend for their first program as well as receive a certificate and 4 industry micro-credentials. These trainers/trainings can be done without college degree—these are digital literacy workforce skills. (O): Train over 100+ Community Trainers in all 26 Districts doing at least one 10-person digital literacy workforce training of their own. Net result is the multiplier. 100 Community trainer conducts 4 trainings a year of 10 participants each=4000 that includes micro credentials/projects. Success > 70% participants complete a certificate/micro-credential.

**How soon after signing a grant agreement can your project begin? What is the anticipated duration of this project?**

This is a new program that we already have existing Community train the trainer cohorts in classes and we will build/recruit for the next cohorts. We can continue to serve and expand the Districts enrollments immediately—recruiting can resume immediately to recruit/fill the additional cohort groups that are already prepared and scheduled. The anticipated duration of the project is 3 years—we feel confident we will have 100+ Community Trainers trained with at least the minimum of one of their own Community trainings. Each Community trainer will also include technology vendors badges/trophies/certificates thus netting 100 times min 10= 1000 badges/trophies/certificates. The resource Community portal has already been built.

**Amount of Funding Requested:** \$1,304,172.50

**What resources will need to be hired to complete this project on-time and on-budget?**

Three technical trainers, administrative enrollment/support, recruiter have been hired since the original grant award.



**American Rescue Plan  
Louisville Metro Government  
Project Proposal Submission Form  
Request for Applications:**

**Project Owner (Legal Name of Organization or Applicant):** University of Louisville Research Foundation

**Address of Organization or Applicant:**

**What are the addresses where the services will be provided?**

University of Louisville

Belknap Campus 2315 South First St, Louisville, KY 40292

**Project Contact:** Dr. Sharon Kerrick

**Project Contact Job Title:** Associate Professor/Assistant Vice President-Digital Transformation Center

**Contact Email:** Sharon.Kerrick@louisville.edu

**Contact Phone:** 502-852-7714 office/ 502-552-9587 cell

**Project Name:** Community Train the Trainers Digital Literacy (DLT3)

**I acknowledge receipt of the following addenda:**

Addendum #1\_\_\_ Addendum #2\_\_\_ List any additional addenda: # \_\_\_\_\_

**Tax ID/EIN** ([Find your tax ID/EIN here](#)) #61-1029626

**W9** ([Fillable W9 available here](#))

Upload your W9 with your application.

**IRS Determination Letter** ([Request a copy of your determination letter here](#)): <https://www.irs.gov/charities-non-profits/eo-operational-requirements-obtaining-copies-of-exemption-determination-letter-from-irs>.)

Upload your IRS Determination Letter with your application.

**Metro Revenue Commission Code** (6-10 digits, NOT your Employer Identification Number. [Retrieve/obtain a Metro Revenue Commission Code here](#)).

**Metro Revenue Commission Code** #881510



All applicants must be registered and in good standing with the [System for Award Management](#) (SAM) to be eligible for this funding. Is your organization registered and in good standing with SAM? If yes, what is your UEI number? If you don't know your UEI number, please click link below to help find your number. E1KJM4T54MK6

[https://www.fsd.gov/gsafsd\\_sp?id=kb\\_article\\_view&sysparm\\_article=KB0041254](https://www.fsd.gov/gsafsd_sp?id=kb_article_view&sysparm_article=KB0041254)

If you are not registered with SAM, have you started the registration process?

**Please attach the following documents to your application (as applicable):**

- Board of Directors Listing
- If your organization expends \$750,000 or more in federal grant funds within a single year, please attach the organization's latest **Single Audit, including the executive letter**.
- If your organization does NOT expend \$750,000 in federal grant funds within a single year, please attach the latest **financial audit of your organization** performed by an independent audit firm below.
- If you do not have an audit to submit, please attach a **letter of explanation** as to why none is available.

**Are you requesting a continuation of current funding or a new allocation?** Reallocation of current funding

**Does the organization have sufficient capacity to lead and conduct the project without hiring new permanent staff? If not, what resources will need to be hired?**

Three technical trainers, administrative enrollment/support, recruiter have been hired since the original grant award.

**Project Executive Summary (please specify if COVID-related. Maximum 300 words):**

The Digital Literacy Train Community trainers' program will enable communities within the 26 Districts of Metro Louisville to have access to free materials/resources/training to enable more trainers to be in the community empowering digital literacy workforce skills. The goal is to recruit and train 100+ Community trainers throughout all districts. Train them for 8 weeks either face to face, online or hybrid. The end result will be that each new Community Trainer will then train a minimum of 10 people each resulting in over 1000 participants with micro-credentials/certificates. U of L will support these Community trainers with resources to mentor/coach/schedule/market/produce materials and monitor these trainers training sessions. The materials will be free/accessible via an online portal with instructional support by U of L Digital Literacy workforce trainers. The DTC has hired full time Teacher/Instructor leader/s, Success Coach/Career coaches/marketing outreach coordinator to work full time with participants to assist them with on-going resources and support. The DTC will also work with The Coalition administration team to produce via the U of L license software Credley to provide an official micro-credential badge for participants. U of L will issue the badge while The Coalition verifies the competencies of the actual programs and inputs the various skills programs into the system.

The aim is to enable community trainers to conduct their own trainings after the initial monitored training for their first 10 participants. Each new Community trainer will be required to do a minimum of one training with at least 10 participants thus at minimum 100 Community trainers train 10 people each nets a minimum of 1000 new workforce technology badges/trophies and/or certificates. Additionally, the participants in the 100 new Community Trainers classes will be referred to U of L's Modern Apprenticeship Pathways (MAPS) program as well as partnered with job fairs and employers.



**Problem Statement (include issue and population served by project. (Maximum 200 words):**

Community needs to build a strong pipeline in the areas of healthcare and technology. The program will address a holistic approach including a subaward to the U of L Digital Transformation Center (DTC). The DTC will train community instructors in all 26 districts in Louisville to become community trainers. These new trainers will be assigned a Success coach, be provide a web portal with resources and training materials as well as train the trainer instruction to create their own trainings. This will create the “multiplier” effect by having more trainers training more people in each district. There will also be additional technology trainings offered along with technology badges, trophies and certificates from various entities available to new trainers at no cost via the program. We will also provide job fairs/apprenticeship opportunities for the participants of these community training groups.

**Goal/Outcomes Statement (Maximum 150 words):**

Output Measure	Output Target Number	Output Data Source
1. Cohorts from each district Train the Trainer/instructor=26 districts X 4=104	70% finish= 72.8 instructors	Attendance records, competency records, certificates awarded
2. Cohorts from each district teach at least one class within one year of Train the Trainer/instructor= 75 classes x 10 participants each= 750 participants	75 trainers – 25% completion estimate = 57 trainers = 570 participants	Attendance records, Competency records, Certificates awarded
3. Cohorts from each district include at least 1 new train the trainer/instructor in the class they teach 75 X 1 = 75 new additional trainer/instructors + the existing cohorts	75 trainers – 25% completion estimate -57 new trainers/instructors and those 57 new instructors then required to teach at minimum one course in a years’ time 57 x 10 = 570 with at least one new instructor	Attendance records, Competency records, Certificates awarded, New instructors’ attendance records

**Please briefly explain what actions/steps your project proposes to address the above-stated problem (Maximum 150 words):**

1. Setup Train the Instructor portal with curriculum & resources;
2. Set up online documentation weekly, monthly, quarterly reports – continuous review
3. Recruit/screen/enroll potential community trainers/instructors in each of the 26 Louisville districts
4. Manage/enroll/prepare new instructors for course materials and train the trainer elements
5. Go through the TI materials with the cohort of instructors
6. Graduate the TI instructors
7. Work with each new TI instructor to set up schedule of their own training – document
8. Support new TI instructor trainers



9. Document TI instructor trainings, enrollments, student competencies, issues and improvements
10. Recruit additional new TI instructors
11. Implement continuous improvement elements
12. Document weekly, monthly, quarterly reports – continuous review throughout the project
13. Job fairs/ apprenticeship opportunities for community participants

**How soon after signing a grant agreement can your project begin serving target populations and addressing the problem(s) described above? What is the anticipated duration of this project?**

We can start serving the target populations immediately—recruiting will start and within 30 days a cohort group may begin. The anticipated duration of the project is 3 years.

**Does this project directly support COVID-19 pandemic related recovery? If yes, please explain.**

Yes – It upscales and creates capacity for the post pandemic workforce.

**Evidence Basis for the Project**

The US Treasury department encourages the use of SLFRF funds for evidence-based interventions: (<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf#page=26>)

**Please describe the evidence base for the interventions proposed by this project. (Maximum 200 words). Include links if possible.**

1. Yarber L, Brownson CA, Jacob RR, Baker EA, Jones E, Baumann C, Deshpande AD, Gillespie KN, Scharff DP, Brownson RC. Evaluating a train-the-trainer approach for improving capacity for evidence-based decision making in public health. *BMC Health Serv Res*. 2015 Dec 12;15:547. doi: 10.1186/s12913-015-1224-2. PMID: 26652172; PMCID: PMC4676893.
2. Mormina, M., Pinder, S. A conceptual framework for training of trainers (ToT) interventions in global health. *Global Health* **14**, 100 (2018). <https://doi.org/10.1186/s12992-018-0420-3>
3. Training design, development and implementation - SHRM  
<https://www.shrm.org> › educators › Documents by ML Gusdorf · 2009 · Evaluate the **training program** in light of the **training** objectives ... understanding of the organization's vision, **effective training creates** a competitive. **Train the Trainer is an effective way to empower and enable communities to perpetuate training and support in a variety of knowledge and skills. Thus, potentially providing the community with more skilled workforce.**

**How will this project define and measure success?**

This component of the project will measure success by the number of trainers that complete the program with a badge acknowledging they have achieved the level of competencies to teach technologies (specifically analytics). The new community trainers will also be required to teach within a year of completion of their program their own courses to demonstrate competency thus netting the multiplier of additional students and additional trainers, Technology badges obtained by participants, job placements and employer participation are also components of this Coalitions purpose and intent to measure success.



**Amount of Funding Requested:**

LHCC Coalition member University of Louisville Digital Transformation Center = \$1,304,172.50

**Based on your current cash flow, how you will handle the reimbursement of funds, which initially may take up to 4 months for funds to be reimbursed? Once you get the first reimbursement the funds should be available on a monthly schedule, based on the submission of sufficient documentation:**

“The University of Louisville Research Foundation has sufficient cash flow to cover an initial four-month period on this project.” K.Merton, [AVP—Kevyn.Merten@louisville.edu](mailto:AVP—Kevyn.Merten@louisville.edu) 502-544-9050



# American Rescue Plan Work Plan

This is a high level workplan. Upon acceptance of proposal, a more detailed workplan will be required.

ORGANIZATION NAME:	
OUR MISSION:	
WHAT SERVICE(S) YOUR ORGANIZATION PROVIDE:	

IMPLEMENTATION	
HOW WILL YOU IMPLEMENT THE STRATEGY FOR THE GRANT?	
WHAT ARE THE PRIMARY AND SECONDARY GOALS FOR THE PROPOSAL?	
WHO AT YOUR ORGANIZATION WILL BE RESPONSIBLE FOR PROJECT MANAGEMENT?	
WHAT TOTAL RESOURCES ARE REQUIRED TO COMPLETE TASKS?	
HOW LONG DO YOU ESTIMATE THE WORK WILL TAKE TO COMPLETE THE PROPSAL?	
WHAT IS THE OUTCOME YOU EXPECT TO ACHIEVE?	

**WORK PLAN MILESTONES**

**WHAT ARE THE MAJOR MILESTONES FOR THE PROPSAL? WHAT ARE THE ACTIVITIES NEEDED TO ACHIEVE THE MILESTONE AND THE ESTIMATED TIMELINE? Three milestones are provided as an example. Add milestones as needed to provide a good explanation of the proposed approach.**

**MILESTONE 1****ACTIVITIES:****HUMAN RESOURCE NEEDS****ESTIMATE DURATION  
(INCLUDING START AND  
END DATE):****BUDGET ESTIMATE****MILESTONE 2****ACTIVITIES:****HUMAN RESOURCE NEEDS****ESTIMATE DURATION  
(INCLUDING START AND  
END DATE):**



<b>BUDGET ESTIMATE</b>	
<b>MILESTONE 3</b>	
<b>ACTIVITIES:</b>	
<b>HUMAN RESOURCE NEEDS</b>	
<b>ESTIMATE DURATION (INCLUDING START AND END DATE):</b>	
<b>BUDGET ESTIMATE</b>	

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

Enter data into shaded cells. Others are protected.

**Total Budget**

Total Cost of the Project	Amount of this grant agreement	Other Metro Funding	Other Agency Funding
\$1,404,172.50	\$1,304,172.50		\$100,000.00

**CATEGORY: PERSONNEL**

Position	Grant Duties	Hourly Wage	Total hours paid during period	% of time on project	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
Train the Trainer	Primary TtT	\$ 28.00	3900	100.00%	\$ 109,200.00	\$ 109,200.00	\$ -	\$ -
Director of Learning & Master Trainer	Manager over trainers & Master Trainer	\$ 30.00	3900	100.00%	\$ 117,000.00	\$ 117,000.00	\$ -	\$ -
Trainer	technical workforce train the trainer	\$ 16.00	3900	100.00%	\$ 62,400.00	\$ 62,400.00		\$ -
Success Coach&Trainer	supports new trainers w/resources, homeworks , access, materials etc.	\$ 16.65	3900	100.00%	\$ 64,935.00	\$ 64,935.00		\$ -
Admin	support/reporting documentation /scheduling etc/posts recruiting items/enrollments	\$ 21.00	1600	70%	\$ 23,520.00	\$ 23,520.00		\$ -
PM&Trainer	setups badges/automation/homeworks/and leads certain trainings	\$ 27.00	3900	100%	\$ 105,300.00	\$ 105,300.00		\$ -

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

AVP&Master Trainer	oversite on project/ Curriculum mappings/Coalition partnering & Master	\$ 65.00	1560	40%	\$ 40,560.00	<b>\$ 40,560.00</b>		\$ -
					\$ -			\$ -
<b>Total Personnel</b>					<b>\$ 522,915.00</b>	<b>\$ 522,915.00</b>	\$ -	\$ -

**CATEGORY: FRINGE BENEFITS (inc. payroll taxes and other personnel expenses)**

Position	Expenses Detail	Total per pay period	# of pay periods	% of time on project	Total Cost	<b>This Grant</b>	Other Metro Funding	Other Agency Funding
Train the Trainer Master Trainer	\$ 31,122.00	\$ 1,296.75	24	100%	\$ 31,122.00	<b>\$ 31,122.00</b>		\$ -
Director of Learning & Master Trainer	\$ 33,345.00	\$ 1,389.38	24	100%	\$ 33,345.00	<b>\$ 33,345.00</b>		\$ -
Trainer	\$ 17,784.00	\$ 741.00	24	100%	\$ 17,784.00	<b>\$ 17,784.00</b>		\$ -
Success Coach & Trainer	\$ 18,506.48	\$ 771.10	24	100%	\$ 18,506.48	<b>\$ 18,506.48</b>		\$ 0.01
Admin	\$ 6,703.20	\$ 279.30	24	100%	\$ 6,703.20	<b>\$ 6,703.20</b>		\$ -

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

PM/Trainer	\$ 30,010.50	\$ 1,250.44	24	100%	\$ 30,010.50	<b>\$ 30,010.50</b>		\$ -
AVP Master Trainer	\$ 11,559.60	\$ 481.65	24	100%	\$ 11,559.60	<b>\$ 11,559.60</b>		\$ -
	\$ -	\$ -		100%	\$ -			\$ -
<b>Total Fringe Benefits</b>					\$ 149,030.78	<b>\$ 149,030.78</b>	\$ -	\$ 0.01

Organization: University of Louisville Digital Transformation Center  
 Project: Train the Instructor -- sustainability and multiplier -- support/resources

**CATEGORY: CONTRACTUAL**

**Contractual Labor**

Contractual Position	Grant Duties	Hourly Rate	Total hours paid during period	% of time on project	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
Community Coalition Coordinator/Admin for new trainers	Coorinator for new trainers	\$ 30.00	1800	100%	\$ 54,000.00	\$ 54,000.00		\$ -
New training instructor from the prgm	Train additional trainers as well as students/participants	\$ 45.00	1750	100%	\$ 78,750.00	\$ 78,750.00		\$ -
New training instructor from the prgm	Train additional trainers as well as students/participants	\$ 45.00	1750	100%	\$ 78,750.00	\$ 78,750.00		\$ -
New training instructor from the prgm	Train additional trainers as well as students/participants	\$ 45.00	1500	100%	\$ 67,500.00	\$ 67,500.00		\$ -
					\$ -	\$ -		\$ -
					\$ -			\$ -
					\$ -			\$ -

**Other Contractual Expenses**

Contractual Expense	Purpose	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
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Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

					\$ -
					\$ -
					\$ -
					\$ -
	Note: G49 and F49 are not in the sum listed in F122 and G122 therefore they appear to be funds "unaccounted for"				\$ -
<b>Total Contractual Expenses</b>		\$ 279,000.00	\$ 279,000.00	\$ -	\$ -

#### CATEGORY: EQUIPMENT

**Equipment = items worth \$5,000+ each. In narrative, provide plans for disposition of equipment after grant period ends**

Description	Project Purpose	Estimated Cost per Unit	Number of Units	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
Laptop	training	\$ 2,500.00	5	\$ 12,500.00	\$ 12,500.00		\$ -
printers/cables	training	\$ 300.00	5	\$ 1,500.00	\$ 1,500.00		\$ -
				\$ -			\$ -
Strut Learning mgmt system liscenced		\$ 10.00	5000	\$ 50,000.00			\$ 50,000.00
Credley badging system		\$ 10.00	5000	\$ 50,000.00			\$ 50,000.00

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

				\$ -			\$ -
<b>Total Equipment Costs</b>				\$ 114,000.00	\$ 14,000.00	\$ -	\$100,000.00

**CATEGORY: SUPPLIES**

Description	Project Purpose	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
Misc. Office Supplies	Training supplies	\$ 141.87	\$ 141.87		\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Supply Costs</b>		\$ 141.87	\$ 141.87	\$ -	\$ -

**CATEGORY: TRAVEL**

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

Travel Expense	Purpose	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Travel Costs		\$ -	\$ -	\$ -	\$ -

**CATEGORY: OTHER**

**Other - Facility Rent**

Facility Name and Address	Project Purpose. Specify if new	Rent per month	Number of months	% usage on project (provide method in narrative)	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
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Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

					\$ -			\$ -
					\$ -			\$ -
					\$ -			\$ -
					\$ -			\$ -

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

**Other: Facility Utilities**

Facility Name and Address	Purpose, Types of Utilities	Estimated Utilities per month	Number of months	% usage on project (provide method in narrative)	Total Cost	<b>This Grant</b>	Other Metro Funding	Other Agency Funding
					\$ -			\$ -
					\$ -			\$ -
					\$ -			\$ -
					\$ -			\$ -

**Other: Client Assistance**

Form of Assistance	Description	Projected # Participants	Projected Average \$ Amount per Participant	Total Cost	<b>This Grant</b>	Other Metro Funding	Other Agency Funding
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -
				\$ -			\$ -

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

### Other Project Expenses

Expense	Purpose	Total Cost	This Grant	Other Metro Funding	Other Agency Funding
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Other Expenses		\$ -	\$ -	\$ -	\$ -

### CATEGORY: INDIRECT COSTS

Must be based on federal negotiated indirect rate agreement or de minimis rate of 10% of modified total direct costs in accordance with 2 CFR 200.414. Calculate manually, since rate is multiplied by modified total direct costs, not total project budget.

Indirect Rate %	Total Indirect Costs	This Grant Indirect Costs	Other Metro Indirect Costs
26%	\$ 339,084.85	\$ 339,084.85	

REMAINING UNACCOUNTED FOR:	\$ 279,000.00	\$ 279,000.01	\$ -	\$ (0.00)
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Organization: University of Louisville Digital Transformation Center  
 Project: Train the Instructor -- sustainability and multiplier -- support/resources

*If any amount appears in the "remaining unaccounted for" fields, you must revise your budget items appropriately*

**BUDGET NARRATIVE: Please include any comments or notes regarding the budget if needed**

The laptop/printers used in training may be provided to the community center trainer/s that conducts the most documented trainings in one year in marginalised communities.

Projected Expenditure Timeline

Notes	Time Period Start	Time Period End	Forecasted Expenses	Running Total	Percent Expended
Create Project plan/ Coalition partner mtgs	1/1/2023	2/1/2023	\$ 30,000	\$ 30,000	2%
Post positions/setup reports/portal/ setup badges	2/2/2023	3/1/2023	\$ 40,000	\$ 70,000	5%
Hire/train/onboard/ work with Districts for recruiting	3/2/2023	4/1/2023	\$ 60,000	\$ 130,000	10%
Set up portal / training /set up curriculum	4/2/2023	5/1/2022	\$ 125,000	\$ 255,000	20%
Onboard trainers/train/reporting	5/2/2022	5/30/2023	\$ 125,000	\$ 380,000	29%
Training rollouts/reporting	5/31/2023	7/1/2023	\$ 150,000	\$ 530,000	41%

Organization: University of Louisville Digital Transformation Center

Project: Train the Instructor -- sustainability and multiplier -- support/resources

Training rollouts/reporting	7/2/2023	9/1/2023	\$ 125,000	\$ 655,000	50%
Reporting/ training rollouts/Assessments/strategy retreat	9/2/2023	10/1/2023	\$ 125,000	\$ 780,000	60%
Training rollouts/reporting	10/2/2023	12/1/2023	\$ 100,000	\$ 880,000	67%
Portal maintenance, updates, Train the trainers consortium, curriculum updates/reporting	12/2/2023	1/3/2024	\$ 80,000	\$ 960,000	74%
Training rollouts/reporting/hire contract trainers that were in train the trainer program/reporting/assessments	1/4/2024	2/1/2024	\$ 80,000	\$ 1,040,000	80%
Training rollouts/reporting/hire contract trainers that were in train the trainer program	2/2/2024	4/1/2024	\$ 95,000	\$ 1,135,000	87%
Training rollouts/reporting/hire contract trainers that were in train the trainer program/reporting/assessments	4/2/2024	6/1/2024	\$ 80,000	\$ 1,215,000	93%
Training rollouts/update portal/ Train the trainer consortium/ contract trainers	6/2/2024	9/1/2024	\$ 88,000	\$ 1,303,000	100%

## KEY PERFORMANCE INDICATOR TEMPLATE

Performance Indicators are required for ARP projects, according to the Treasury Dept *Compliance and Reporting Guide*, pages 27-28. Performance indicators should include both output and outcome measures. The Treasury Department encourages the use of logic models (reference: <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf#page=27>)

Complete the following logic model:

KEY PERFORMANCE INDICATOR LOGIC MODEL		
Project		
Resources		
Activities		
Output Performance Indicators		
Output Measure	Output Target Number	Output Data Source
1		
2		
3		
Outcome Performance Indicators		
Outcome Measure	Outcome Target Number	Outcome Data Source
1		
2		
Impact		

### Instructions

Project: The full name of the project.

Resources: concisely list resources including the funding for the project along with other resources, such as employees, facilities, vehicles, volunteers, or match funding from other sources.