

In June and July of 2009, the U.S. Department of Labor Employment and Training Administration (ETA) announced six competitions that focus on preparing workers for careers in the energy efficiency and renewable energy industries, health care and other high growth and emerging industries. ETA is currently seeking individuals to serve as reviewers of applications for a series of Solicitations for Grant Applications (SGAs) under the American Recovery and Reinvestment Act (Recovery Act) with these particular areas of expertise:

- Public Workforce Investment System
- Labor Market Information and Research
- Community College Education
- Apprenticeship Programs
- Career Pathways, Clusters, and Competency Models
- Energy Efficiency and Renewable Energy Industries and Related Industries
- Health Care Industry
- Sector Strategy Development and Implementation
- Workforce Training and Skills Development
- Faith and Community Based Organizations Serving Targeted Populations

Beginning in early August, ETA will begin receiving a large volume of applications in response to these solicitations. ETA is seeking a diverse pool of expertise from Federal partners, the workforce system, community colleges and other higher education institutions, community and faith based organizations, industry partners, and other related organizations to review and score these applications along with ETA staff.

Prospective panelists should know that federal paneling is a serious responsibility that requires a significant commitment of time and expertise. If selected, non-federal panelists will be compensated for their service. Selected panelists must make a full-time commitment to this effort for the duration of the panel, which could last as long as two weeks. The estimated workload for selected panelists to review and evaluate is between 10 and 15 applications. Written documentation detailing the rationale in support of each score will be required.

No person may serve as a panelist if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the prospective panelist, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in an organization seeking financial assistance or which may otherwise benefit by an award decision. Additionally, panelists should not serve if they have a close personal relationship with someone whose financial interests will be affected by awarding of the grant or who is a party or represents a party to the grant award process, such as a close relative, friend or former colleague.

As a prospective panelist, you should note any other biases that you feel would inhibit your ability to fairly and objectively rate an applicant's proposal for this particular

solicitation. This bias would also apply to organizations that are included in applications as sub recipients. Some examples may include biases against a rival school, a rival state, a rival organization, a rival industry, etc.

Any person selected as a panelist must notify the grant officer immediately if, in the course of performing an evaluation of applications, he/she discovers any fact that would disqualify him/her from being a panelist. All selected panelists will be required to sign a "Conflict of Interest/Non-Disclosure Statement."

If you are interested in serving as a panelist, please submit your contact information and a resume highlighting your primary and secondary areas of expertise as indicated above to eta.paneling@dol.gov by September 1, 2009.

If you have additional questions, please contact Kristopher Turner of ETA's Division of Federal Assistance at 202-693-3605 or turner.kristopher@dol.gov.