

Small Business & Workforce Readiness-Mobility

ECONOMIC DEVELOPMENT AND WORKFORCE COMMITTEE

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Overview

Small Business Readiness
Implementing training programs and providing resources to help Charlotte small businesses compete and secure contracts on upcoming transportation and mobility projects.

Workforce Readiness
Offering grants to develop a skilled workforce for transportation infrastructure projects and connecting employers to talent, employee training and upskilling opportunities.

Business Engagement
Providing Small Business Certification, technical guidance and outreach, and access to resources so businesses can compete for city procurement opportunities.



**Economic Development
Procurement
Workforce Development**

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Small Business Readiness

Phase 1: Curriculum Development (RFP)

Phase 1 focuses on developing a comprehensive, modular curriculum for Small Business Readiness programming. The City of Charlotte will retain ownership of this curriculum. The selected vendor will also train facilitators and support curriculum refinement as needed.

Required Curriculum Focus Areas:

- Business readiness
- Financial preparedness and access to capital
- Certification, bonding, and insurance
- Bid preparation, contract readiness, and RFP response
- Bidding processes and "How to do business with the City"
- Project management skills

Phase 2: Program Facilitation (Grant)

Phase 2 focuses on delivering the Small Business Readiness curriculum directly to small businesses through qualified facilitation partners. Multiple organizations will deliver the curriculum in organized training cohorts.

Phase 3: Technical Assistance (Grant)

Phase 3 provides individualized, hands-on support to small businesses preparing to bid or bidding on City projects through 1:1 counseling and support. Support will be tailored to each business's needs to help them navigate bidding, certifications, and project preparation.

Workforce Readiness

Preparing People for Mobility

Mobility Workforce Readiness Plan

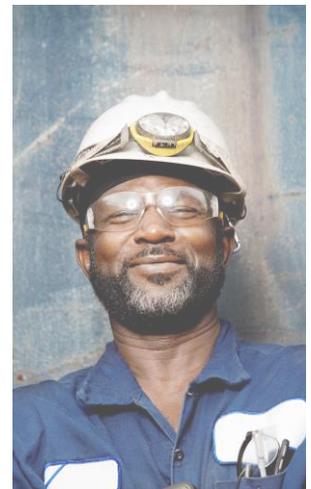
Talent Development Training:

- Investment in education and training programs to prepare talent for occupations in construction, skilled trades and professional services fields.

Industry Engagement & Training:

- Strengthening business capacity through talent sourcing and workforce training grants that support hiring, development, and upskilling new and current employees.

Collaboration & Partnerships: This initiative will be a collaborative effort with Economic Development, General Services, CDOT, and CBI, as well as external partners such as, Mecklenburg County, education & higher ed, workforce and community partners.



**Career Pathway Access & Awareness +
Skill Development & Credential Attainment
= Job Placement & Career Advancement**

MOBILITY WORKFORCE READINESS

The City of Charlotte's Office of Workforce Development is launching a new initiative to position talent for success as upcoming mobility and transportation projects create new job opportunities.

ABOUT THE INITIATIVE

The Mobility Workforce Readiness initiative supports talent in two ways:

- Talent Centered Workforce Solutions**
- Business Centered Workforce Solutions**

CURRENT OPPORTUNITY

The City is releasing two Requests for Grants (RFG)

Talent Development Training RFG

Investment in education and training programs to prepare talent for occupations in construction and skilled trades.

ELIGIBLE APPLICANTS

- Education institutions or technical schools
- Non-profit training providers
- Registered apprenticeship programs
- Employer or industry associations providing applicable training

Employer Engagement and Training RFG

Strengthening business capacity through talent sourcing and workforce training grants that support hiring, development and upskilling new and current employees.

ELIGIBLE APPLICANTS

- Education institutions or technical schools
- Non-profit workforce development organizations
- Non-profit or community-based organizations
- Employer or industry associations

APPLICATION TIMELINE
OPENS DEC. 8, 2025 | CLOSES ON JANUARY 9, 2026
For inquiries, contact workforcegrants@charlottenc.gov



SMALL BUSINESS READINESS FUND

The City of Charlotte's Economic Development Department is launching a new initiative to position small businesses for success as upcoming mobility and transportation projects create new contracting and job opportunities.

ABOUT THE INITIATIVE

The Small Business Readiness Initiative is in **Three Phases**:

- CURRICULUM DEVELOPMENT**
- FACILITATION**
- TECHNICAL ASSISTANCE & RESOURCES**

CURRENT OPPORTUNITY

The city is releasing a Request for Proposals (RFP) for **Phase 1: Curriculum Development**.

The city is seeking qualified organizations or businesses to design a comprehensive training program that builds small business capacity and readiness to participate in upcoming City-led projects. The selected entity will also be responsible for training the city-selected program facilitator, ensuring uniform delivery of curriculum.

NOTE: Curriculum delivery will be handled by other partners.

The training curriculum **must address the following areas** (and may include additional relevant topics):

1 Business readiness	4 Bid preparation, contract readiness, and RFP response
2 Financial preparedness and access to capital	5 Bidding processes / "How to do business with the city"
3 Certification, bonding, and insurance	6 Project management skills

APPLICATIONS CLOSE AT 10 A.M. ON JANUARY 15, 2026
Visit the website for more information and to submit.

For questions, contact Anika Ellis at Anika.Ellis@charlottenc.gov @CITY OF CHARLOTTE


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Current Opportunities

Mobility Workforce Readiness RFG for Talent Development and Training

Proposal Due Date & Time: January 9, 2026 at noon
Proposal Type: Request for Grant Proposal
Department: Strategic Initiatives, Office of Workforce Development

Mobility Workforce Readiness RFG for Employer Engagement and Training

Proposal Due Date & Time: January 9, 2026 at noon
Proposal Type: Request for Grant Proposal
Department: Strategic Initiatives, Office of Workforce Development & Office of Youth Opportunities

Small Business Readiness RFP for Phase 1: Curriculum Development

Bid Due Date & Time: January 15, 2026 at 10 a.m.
Bid Type: Request for Proposal
Department: Economic Development




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Thank you.

ECONOMIC DEVELOPMENT AND WORKFORCE COMMITTEE