



Request for Proposals (RFP) - #23-01, Workforce Innovation and Opportunity Act – Youth Programs

### **Questions and Answers from Virtual Bidder's Conference on January 24, 2024**

*The below questions are the written questions submitted via chat during the Virtual Bidder's Conference. Questions have been grouped by topic in **blue** and only edited for typos and grammar to ensure clarity. All italics and words in parentheses have been added for clarity. Questions are in **Bold**. Answers are set by bullet under the question.*

#### **Questions about Partnership:**

- **We already operate an Open Doors program for GED attainment. Can that link into this??**

Yes, this opportunity would align well with Open Doors programs.

- **Can you clarify the expectations around the WIOA Required Element for "Intake, Eligibility Determination and Registration?" Would an applicant be disqualified or no longer considered for funding if we are unable to collect documentation (such as birth certificates and social security cards) from our participants? One of our values is prioritizing the protection of the identity and personal info of the youth and young adults we serve. We have our own internal intake and eligibility determination processes that do not include extracting this kind of info - would keeping our current internal system be possible with this RFP?**
  - WIOA is a federal funding source and "legally entitled to work" is defined as having appropriate citizenship and/or immigration documentation so youth would not be eligible to be served by these funds without acceptable documentation. Any WIOA enrolled participant must be legal to work in the US. For e.g., acceptable documents that are named in I-9 forms include citizens, nationals, lawfully admitted resident aliens, refugees, asylees, parolees, and other immigrants authorized by the Attorney General to work in the United States.
  - Awardees would need to utilize the state-selected Management Information System (MIS) to collect data on each enrolled participant in the program. All awardees will receive training on the system and processes. The system we use is Efforts-to-Outcomes (ETO).
- **The RFP states that consortium applications must identify a "lead organization and a fiscal agent." What are the responsibilities of those two parties?**
  - The lead organization would oversee all program operations, design, and point of contact, including the financial oversight. If these two roles are separated in a consortium, the fiscal agent would oversee financial responsibilities and act as a liaison for all consortium parties.



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- **For organizations that apply as a consortium, will each member have their own contract with WDC and be empowered to submit their own invoices? Or is the lead organization expected to organize subcontracts and pass-through payments to the other consortium members?**
  - Yes. The lead organization expected to organize subcontracts and pass-through payments to the other consortium members.
- **We have a partner we'd like to include in our application who is located in another state but would like to provide virtual services to our youth. Is it ok to include them in our application? Or must all partners be physically located in Washington State? And if they have proof of insurance purchased in the state in which they are located, will this meet the insurance requirement?**
  - Lead organizations must be based in Washington State.

### Questions about Program Design:

- **Are you only enrolling black men?**
  - This RFP is focused on building out strategies for young black men. We are looking to target and enroll young black men who meet WIOA eligibility and will refer youth to partner agencies and programs as well. The WDC ensures no individual in the Seattle- King County local area shall be excluded from participation in, denied the benefits of, or subjected to discrimination under any WIOA-funded program or activity because of race, color, religion, sex, national origin, age, disability, English proficiency, or political affiliation, or belief.
- **Is the expectation that applicants serve both in-school and out-of-school youth? We ask because the RFP states that organizations must apply for at least \$450,000 but only \$180,000 of the budget is allocated towards the in-school category.**
  - Yes.
- **Do the in-school/out-of-school eligibility requirements apply to youth at enrollment only or should they apply during the entire time the youth is being served by the program?**
  - Youth will only need to meet eligibility requirements at the time of enrollment into the WIOA program.



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### Questions about Program Management and Budget:

- **Is this new funding or a renewal process?**
  - This new strategy under local WIOA with renewal options up to four years.
- **How frequently will invoicing be accommodated under this award? Is a monthly payment schedule feasible?**
  - Monthly.
- **For budgeting purposes, should the consortium administration budget be included in the modified total direct cost (MTDC)? In other words - should indirect costs be charged on the consortium admin budget?**
  - Yes. A default federal indirect cost rate of 10% will apply unless the organization has and submits a Negotiated Indirect Cost Rate Agreement (NICRA) letter.

### Questions about RFP Process:

- **Will this be the only WIOA OSY RFP released in 2024?**
  - As of today, yes.
- **Will this RFP be the only opportunity for these grantees to secure funding for the FY24-25 year and beyond for OSY programs?**
  - This RFP does not impact current contracts. This RFP is on a four-year contract renewal cycle.