

# Adult Economic Stimulus RFP Q&A

**Question:** I thought that under stimulus we did not have to use WIA certified training but only Higher Ed approved training?

**Answer:** See the wording below (taken from the ARRA regs and DEED interpretations we received): if the training is offered at an institute of higher education it does not need to be WIA certified-if not taught at a higher education institute, it does need to be WIA certified.

The training program would need to be WIA certified and listed on [www.iseek.org](http://www.iseek.org) unless offered at an institute of higher learning: An institute of higher learning is defined in the ARRA regulations as: *Eligible to receive Federal funds under title IV of the Higher Education Act of 1965 (20 U.S.C. 1070 et seq); and Provides a program that leads to an associate degree, baccalaureate degree, certificate/recognized credential, or diploma.* Programs offered by providers not defined as an institute of higher learning are required to be WIA certified in order to receive training funds under ARRA.

**Question:** I have a quick question about the RFP. Does the training program being submitted need to have WIA certification status at the time of the application or can the certification be in progress and/or have a provisional status be in process?

**Answer:** We would accept proposals with training programs that are currently WIA certified or those which have been granted provisional WIA approval.

## Questions/Answers June 4, 2009

**Question:** I understand that if we want to propose services under more than one model, we would need to submit separate proposals. Would each proposal be capped at \$150,000 or would the total of all proposals we submitted be capped at that amount (e.g., two proposals for \$75,000 each)?

**Answer:** Each proposal would be capped at \$150,000 not the total of the proposals submitted

**Question:** What if the training provider is WIA certified and the proposed course has been submitted for WIA certification but the certification is still pending? Would we be allowed to present that training option?

**Answer:** We will accept proposals with training programs that are currently WIA certified or those which have been granted provisional WIA approval.

**Question:** Can participants be co-enrolled in non-stimulus WIA Adult or WIA Dislocated Worker?

**Answer:** In reading through the regulations and interpretations we've received, it looks like it would be allowed:

## Questions/Answers June 5, 2009

**Question:** We provide placement and retention services in conjunction with our WIA-certified skills training programs and our training costs per participant include those costs. Are these costs allowed under the above-referenced RFP? They are not an allowed expense under the MJSP Low-Income Worker Training Program grant program (but can be included in their 10% administrative allowance), but they are a very real part of the cost of providing training. Can we include these costs in our training cost-per-participant calculation for the above-referenced grant or do you require that placement and retention costs be included under "Service-related costs"?

**Answer:** Direct Customer Training is the line that indicates the cost of the training (tuition, books, required supplies and testing fees if applicable)

Service related costs are those related to staff time and other costs that process and serve clients through the training and placement/retention activities. These costs are not to exceed 25% of the requested funds.

We are not asking you to provide a cost per participant number.

The staff time and costs spent on recruitment, case management while in training, job placement and retention services for the clients in the training program should be charged to 'Service related'.

The staff time spent on teaching the class should be included in 'Direct customer training'.

### **Questions/Answers June 16, 2009**

**Question:** We are preparing a proposal to provide adult skills training and placement services. We have a question regarding Attachment B-2: Participant Plan. What is meant by the term "clients exiting?" Does this refer to the number of clients who complete training? Is there a state standard for training completion rate that is different from placement rate?

**Answer:** Exiting refers to the number of clients who are leaving the program after enrollment. In your situation where you are proposing a model using training followed by placement:

Enrollments: This would be the number of clients who you are enrolling/starting in the training program

Clients exiting: Is the number of clients who are leaving the training program: As the project wraps up, the enrollment and exit numbers will be the same.

Clients employed: This is the number of clients who complete the training program and find employment. The standard is that 86% of the clients who enroll into training end up as being employed. We are tied to the 86% placement rate of the clients exit the program-not the training completion rate. We are aware that usually not all enrollments into training will be able to complete the program and find a job-the number is not to exceed 14% of the total enrollments.

**Question:** One quick question - what type of confirmation do you want to see for GCDF certification of staff? Do you want copies of certifications for specific staff people that would be involved in the project?

**Answer:** A copy of the GCDF certificate for the staff working with the clients in developing an employment plan will suffice. It is my understanding this project will be using Workforce One as the data base and the accompanying forms. We are asking that the staff signing off on the ISS (Individual Service Strategy) or EDP (Employability Development Plan) be GCDF certified.

Assuming the new person is not GCDF certified, that person would need to apply for provisional certification if signing off on employment plans.

Another option for you to consider is to have another GCDF certified staff member review the employment plan and sign off.