

**Governor's Workforce Board
FY15 Innovative Partnership Grants
Questions & Answers**

Q & A from Pre-Proposal Conference April 16, 2014

1. The RFP states no ABE or ESL is allowable. Is contextualized ESL allowable?

ANSWER: Funding for contextualized adult education may be permitted so long as the applicant makes a clear and compelling case that funded activities are job-related.

2. Can an organization submit more than one proposal?

ANSWER: No, not as the lead applicant but an organization can partner on more than one submission.

3. Is the abstract counted with the Narrative for the required number of pages?

ANSWER: Yes.

4. Can disallowable costs be used towards the match?

ANSWER: No. Matching funds must be for allowable costs.

5. Is participation in the On-Ramps program mandatory?

ANSWER: No

6. Is the match limited to non-federal funds?

ANSWER: No

7. Do participants in the program have to be documented?

ANSWER: Program participants are required to be RI residents

8. Can the cash match be brought by the partners?

ANSWER: Yes

9. If an agency has federal funds can this be used as a cash match?

ANSWER: Yes, provided that applicants must indicate how matching funds will augment the proposed activity, and will not be supplanted by Innovative Partnership funds.

10. Is there a requirement that we recruit from RI youth centers or netWORKri One Stops?

ANSWER: No, you tell us where you will recruit from and why.

11. Are current grantees required to include new innovations in their program?

ANSWER: Current grantees are not required to propose entirely new innovative programs; however, they are required to describe what changes would be made in the next grant year to improve the program and outcomes.

12. Define “Underemployed.”

ANSWER: For the purpose of this Request for Proposals, an “underemployed” individual is defined as an individual who is earning less than the Lower Living Standard Income Level (LLSIL), as established by the US Department of Labor for Rhode Island, **at the time of enrollment as a program participant.** The LLSIL for Rhode Island in 2014 is \$11,670 for a family of one; \$17,265 for a family of two; \$23,695 for a family of three; and \$29,251 for a family of four.

OR

An individual will also be considered underemployed if s/he is employed in a job in which her/his education, experience, or skills significantly exceed the requirements of the job.

13. Explain the hiring subsidy.

ANSWER: Additional funding, not through this RFP, is available to provide hiring incentives (i.e., 50% wage subsidies for up to six months) to employers who hire unemployed individuals who have been trained by Innovative Partnership programs, and who are retained by the employer for at least 12 weeks. The maximum hiring incentive per individual is \$3,600.

14. What are some examples a business could do to fulfill the cash match portion in the budget?

ANSWER: For the purpose of this RFP, cash match shall be defined as any expense that can be documented as being in service of the project that is not used as a match for other grants. Instructor salaries may be counted as a cash match, based on time allocated to the project.

Examples of Cash Match:

- Staff time spent on project
 - Based on percent of staff time allocated to the project
- Other grants that support the project, including Federal, State, or private.
 - Funds may not be used as a match for more than one grants
- Services and materials, such as
 - Bus or transportation for participants
 - Classroom materials purchased or used in training
 - Equipment purchased for use on project
 - Depreciation expense of equipment used in project
- Space
 - Rent and related expenses that are allocated to the project

15. How should the proposal packet be put together? Can it be bound?

ANSWER: However you want to present it is fine as long as there are 7 copies: 3 with original signatures and 4 photocopy versions.

16. Please clarify if August 1, 2014 is the required program activity start date.

ANSWER: Some aspect of the program (outreach, recruitment, curriculum development, etc) must be underway by August 1. It is not necessary for training to start by August 1.

17. Please clarify what would constitute program activities. Would planning and preparation activities by program staff, meeting with employers to finalize design, assessment, timeline be considered as program activities or would program activities begin with participant recruitment?

ANSWER: YES, this would count as program activity.

18. If a bidder already has a program scheduled/running and would not be able to begin program activities until November 2014 would this be acceptable? The proposed program would be completed by the end of April- with follow up through the end of June 2015.

ANSWER: YES, this is acceptable.

19. Page 3 of the RFP states that current innovative Partnership Grant recipients shall not be awarded more than 80% of their current grant. Is the 80% based on the original contract amount or would it be the total with all modifications (i.e. support services, employer incentives, etc...)?

ANSWER: The 80% is based on the original contract amount.