



COUNTY OF MERCER

One-Stop Career Center

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RFP Technical Assistance Workshop September 2, 2010

WIA In-School & Out-of-School Youth Competitive Contracts for PY 2010 & PY 2011 Questions & Answers

1. Do you know how many Contracts will be awarded?

No, we have to wait to see how many proposals are submitted and make a determination after the evaluation process.

2. To clarify the Performance Based Measure, an in school program with 5 seniors and 5 juniors. Of the 10, the 5 seniors graduated would that be a 50% performance based rate?

Yes.

3. Do we need to include the Fiscal Officer's Resume?

Yes.

4. Will we be able to submit 2 youth proposals, one for In-School and one for the pilot or Out-of-School?

Yes.

5. Can a senior be 21 years old?

As long as they are 21 years old at time of enrollment and at time of certification.

6. How do you define under employment?

The youth would be working only part time and/or not making a livable wage.

7. If an In-School youth is enrolled and kept in the program for the 2nd year will they count as a new enrollment?

No.

8. Will the One-Stop do the initial TABE test?

Yes.

9. When is the second TABE expected to be given?

This will be determined by the vendor and will be based on each individual youth's service strategy.

10. Is there a recommended level of service for In-School Youth programs?

No, Keep in mind we are looking for qualitative over quantitative services and in turn for a lower level of service number the vendor must provide for meeting common measures for all youth served.

11. Will the One-Stop assist in recruiting Out-of-School Youth?

Yes. Recruiting Out-of-School Youth will be a joint responsibility between the One-Stop and the vendor.

12. If we are notified of a contract award should we start the Certification process immediately or prior to the start date?

- It is recommended that until you are notified by the One-Stop you do not begin the certification process.
- When you are assembling documentation for the certification process a copy of the most recent pay stub is needed for the file. If you began certification in September and program did not begin until December 1, that particular pay stub would no longer be valid.

13. Can a youth who has a disability and is receiving SSDI participate in the program?

A Youth with a disability who is collecting SDI will be able to participate. They meet the financial eligibility because only their own income is considered. Proof of barrier and proper documentation will need to be provided.

14. Clarification: 14 students are WIA certified and begin the program. 10 graduate and 4 are staying on to continue education, would they continue into the next program year?

Yes, but they do not count as a new enrollment.

15. Clarification: if 4 students did not graduate but are still employed. The vendor is continuing to subsidize employment. Is the vendor allowed to utilize left over grant funds from previous year to pay for this employment?

Generally yes, if it is from the same funding stream and if it is within the 2 program years of the PY 2010 & PY 2011 contract, and if the funds will continue to pay for a youth who commenced employment during the 1st contract year, we may allow the youth to continue in subsidized employment. However, final authority and approval of decisions on any situations similar to this must be made in consultation with the One-Stop.

16. Clarification: Which Common Measure would be met in this situation, if you are serving 11th and 12th grade students, the 12th grade students graduate and the 11th grade students move into 12th grade. Would the 11th grade students moving into 12th grade be considered as continuing in education?

- The 11th grade students would only be considered as continuing in the program, they are not new enrollments and they do not meet any common measures until they graduate 12th grade.
- The 12th graders who graduate would meet the common measure of attainment of a certificate; and,
- Depending on their individual plan they should also meet the common measure of placement into post-secondary education, employment, registered apprenticeship or entry into the military.

17. In the Narrative under Statistical Date, if we did not have a WIA contract do we include information on other types of contracts we were awarded?

Yes, we want information on your organizations past performance of serving similar populations.

18. Will the One-Stop be able to provide technical assistance to vendors so they are able to reach outcomes?

Yes the One-Stop will provide technical assistance as needed.

19. Can a list of the attendees of the workshop be provided?

Yes a list of attendees will be sent to all who attended the workshop and will be available on the website along with these questions and answers.

20. Are these programs limited only to Mercer County youth who reside in Trenton or are they open to youth from all of Mercer County?

We are a County Agency and these programs are open to youth who meet the eligibility requirements in any of the 13 municipalities in the County of Mercer. The In-School Pilot program is the only program specifically limited to youth attending Trenton Central High School.

21. If an agency is not on the Eligible Training Providers List at the time of contract submission can we begin the application process before contract approval or are you allowed to partner with another agency?

Yes. ETPL approval is needed for any programs that provide the following (from Agency Eligibility section of the RFP):

All programs that include a training aspect provided in a classroom setting must have approval to operate the program/course from the N.J. Department of Labor and Workforce Development's, School Approval Unit and must be on the Eligible Training Providers List (ETPL). Approval is required for all occupational and educational classroom training, including adult basic education, English as a Second Language, preparation for the GED, Work Readiness and other training related courses. A separate approval is required for each proposed program and for each program location. Training Provider program approvals must be renewed annually. For information on eligibility requirements and how to become an approved provider, go to the website www.njtopps.com (Section FAQ for eligibility requirements). Respondents in need of approval or a certification are encouraged to submit their application as soon as possible in order to avoid any delay should a contract be awarded. Proof of eligibility or proof that the agency is in the process of applying for the eligibility certification must be included with the proposal. If the program has a training component and there is no proof included in the proposal package the proposal may be disqualified from consideration. Contracts awarded for "occupational training" must have the final certification by the time of contract execution.

22. Can a vendor provide on-line courses?

No, at this point in time we do not encourage on-line training courses because of issues with monitoring time and attendance.

23. Can we enroll In-School Youth who are Sophomores with this Grant?

No. The only WIA Youth programs that we will accept for In-School youth will be as outlined in the RFP, a pilot program at TCH for youth entering 9th grade and high school Juniors and Seniors.

**Attendance from September 2, 2010 Technical Assistance Workshop
For PY 2010 & PY 2011 WIA Youth Competitive Contracts**

Representative	Agency
Darren Garansi	Allies, Inc.
Diamond Zucchetti	Allies, Inc.
Torrie Garvin	Arbor Education & Training
LaShonne McRae	Boys & Girls Club of Trenton and Mercer
Kayra Melvin	City of Trenton
Yakial Garneir	City of Trenton/MOET
Jody Caizza	Henkels & McCoy
Sheila McCormick	HomeFront, Inc
Gloria Frederick	Institute of Wonderful Women Working for Empowerment
Stephanie Lin	Isles, Inc.
Lisa Gerstavkn	Katzenbach School
Monique Richards	Mercer County Community College
Edward Barky	Mercer County Community College
Monica Weaver	Mercer County Community College
Elizabeth Flynn	Mercer County Special Services School District
R. Tunde Azeez	Moe Shea Corporation
Dan Serpico	Rutgers The State University
Ken Karamichael	Rutgers The State University
Jhinoos Rajaei	Rutgers The State University
Claire Walton	UIH/Family Partners
Karen Andrade-Mims	UIH/Family Partners
Diana Rogers	YWCA of Trenton