

## WIOA Title 1 Adult, Dislocated Worker and Youth Services RFP Q&A

1. Will we receive budget forms to complete in excel format?

**Answer: Bidders are free to develop an excel budget with the guidance given in the RFP.**

2. On page 11, it states the preferred proposal format is electronic PDF. To be clear, that is sent to [ttaylor@vcwcraterregion.com](mailto:ttaylor@vcwcraterregion.com)?

**Answer: Yes, electronic submissions should be sent to [ttaylor@vcwcraterregion.com](mailto:ttaylor@vcwcraterregion.com). Confirmation of receipt of submissions will be completed.**

3. Can you please provide the current staffing pattern?

**Answer: Adult, Dislocated Worker & Youth Services are currently being provided in-house by the Board on an emergency waiver basis. Historically, service providers have staffed our region with the following: 1 Program Manager/Supervisor, 4-5 Career Coaches**

4. What is the service level goal? How many y-t-d enrollments have occurred for Adult, DW and Youth?

**Answer: This information will be discussed in the contract negotiation phase as expectations are subject to change based on both allocation and staffing levels.**

5. What is your estimated carry-over number for AD/DW and Youth?

**Answer: Historically there have been 80-120 carry overs for AD/DW/Youth.**

6. Are WIOA performance currently being met?

**Answer: All performance outcomes were met or exceeded at the conclusion of last program year. As performance is calculated as a cumulative figure, the current year's performance outcomes are not yet available.**

7. Should the budget include any shared costs? If so, what are those costs?

**Answer: No shared costs should be included.**

8. How many Adults, DW and Youth have received ITA, OJT or Work Experience in the current contract year? Do we include those costs within the provided budget allocation?

**Answer: Approximately 60 Adult/DWs and 35 Youth have received ITA, OJT or WEX services in the current contract year. All anticipated costs, including training should be included within a budget submission.**

9. How much has been spent on Stipends, Incentives and Supportive Services in the past year?

**Answer: Historically, supportive service, stipends and incentives range from \$40-70k spent per year.**

10. Is a budget narrative required with the budget forms?

**Answer: A budget narrative is not required but is preferred.**