



GENERAL SECTION

| QUESTION | RESPONSE |
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| How much money/time is available for each participant to be paid by Employ MKE? | Employ Milwaukee has budgeted an average of \$2,000 for work experience per participant; this includes occupational training, subsidized wages, stipends and applicable employment taxes. |
| Who is responsible for payroll? | Employ Milwaukee will be the employer of record. |
| Do we need MOUs from each partner from service providers and corporate work study partners included with the proposal? | Yes, if a contracted relationship or partnership for collaboration of services is intended than an MOU is required. The MOU represents a placeholder as evidence to Employ Milwaukee of intent to partner for the purpose of accomplishing proposal objectives. The MOU does not take the place of a formal contract. |
| What qualifies as “occupational skills training?” Would work experiences likely naturally include skills training? | <p>§ 681.540 - What is occupational skills training?</p> <p>(a) The Department defines occupational skills training as an organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels. Local areas must give priority consideration to training programs that lead to recognized postsecondary credentials that align with in-demand industry sectors or occupations in the local area. Such training must:</p> <ol style="list-style-type: none"> (1) Be outcome-oriented and focused on an occupational goal specified in the individual service strategy; (2) Be of sufficient duration to impart the skills needed to meet the occupational goal; and (3) Lead to the attainment of a recognized postsecondary credential. <p>(b) The chosen occupational skills training must meet the quality standards in WIOA sec. 123.</p> |
| 3.1 Page 10 The total potential contract duration is stated to be 3 years. In completing Form C – Sub-Recipient Budget Narrative, should respondents enter budget details for a single year or for all 3 years? If single year, should this cover only the base contract term, or will the same budget be used for each option year as well? | The budget should be completed for 1 year of services. This budget will be used for the base contract term only. Additional years will be based upon performance and available funding. |



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| <p>7.1.A Page 25 Under the Response Checklist, item D says, “Subrecipient Budget Narrative (Form C) - See "Creating a Budget Memo.” Where is the section on Creating a Budget Memo?</p> | <p>“Creating Budget Memo” will be posted to the Employ Milwaukee website on 3/31/17.</p> |
| <p>7.1.A Page 25 Under the Response Checklist, item O says, “Proof of bonding (if Applicable) and Certificates of Insurance.” Please confirm that proof of bonding is not applicable for the proposal.</p> | <p>Proof of bonding is not required to be included in the proposal.</p> |
| <p>7.1.A Page 25 Under the Response Checklist, item R says, “Letter(s) of Agreement with partners/MOU - must include documentation proving adequate competition as noted in section I (L) above.” On what page of the RFP can we find “Section I (L)” or the text that is supposed to be referenced?</p> | <p>MOUs do not require proof of competition. Upon award providers must follow Uniform Guidance accepted procurement practices. All intended contracts, either entered or planned, greater than the Simplified Acquisition Threshold of \$150,000 will be required to supply procurement documentation in compliance 2 CFR 200.320(d)- Procurement by Competitive Proposals. <u>Please disregard reference to section I (L). See Amended RFP version dated 3/30/17.</u></p> |
| <p>RFP 7.3.F Page 32 says, “A one-page budget narrative should be attached that describes the allocation of funds...” Is this referencing the Subrecipient Budget Narrative (Form C) or something in addition to Form C?</p> | <p>The one-page budget narrative is in addition to Form C. The budget narrative must provide a concise explanation to support each line item requested.</p> |
| <p>RFP 7.3.F Page 32 is titled, “F. Financial Management Budget,” however the section is referenced as “Financial Management & Organizational Stability” in RFP 6.3-Evaluation Criteria two different times. Please confirm what the section title should be.</p> | <p>RFP 7.3F should carry the title of “Financial Management & Organizational Stability” consistent with RFP 6.3.</p> |
| <p>8 – Page 35 The list of Attachments in RFP 8 includes “c. Addendum Regarding Administration of this RFP.” This document is not included in the RFP document. Please provide this document.</p> | <p>Please disregard. See RFP Amendment dated 3/31/17.</p> |



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| <p>Form C – Sub-Recipient Budget Narrative Page 50 The budget form only provides a single line for the inclusion of both indirect cost and profit (Admin Overhead). This line is capped at 10% of Direct Charges. If vendors include indirect cost in the budget (in compliance with 2 CFR 200 rules), this would necessarily prevent vendors from including the allowable 10% profit. Would EMI consider amending Form C to include separate lines for indirect cost and profit? This would enable vendors to submit a budget in compliance with the RFP’s requirements without undue limitations.</p> | <p>The document is an Excel form and can be changed to reflect line items as needed. Applicants can revise the document to include profit. Budgets will be reviewed for allowable costs.</p> <p>Only for profit entities may include a line item for profit.</p> |
| <p>Will agencies receive funds that are awarded and expected or is there a possibility that WIOA funds could be depleted before contract year’s end?</p> | <p>Awards will be based on formula allocation funding. Employ Milwaukee reserves the right post award to terminate or adjust funding based upon modifications to appropriations by US Department of Labor and the Wisconsin Department of Workforce Development. Employ Milwaukee is closely monitoring proposed federal budget cuts that may impact WIOA funding.</p> |
| <p>The RFP indicated the proposal narrative should be submitted in 12pt font, singled spaced and the executive summary should be submitted in no less than 11pt font, double spaced. Please verify that these are the desired formats for each item.</p> | <p>Please refer to updated RFP posted 3/31/2017. Format should be 12 pt. font and single spaced.</p> |
| <p>Page 22 references the required MOU document. Is this Attachment I in the RFP? If so, is it available in Microsoft Word? It does not appear under the required forms link on the webpage</p> | <p>The document is included on the website.</p> |
| <p>The ‘subrecipient contacts’ forms (Attachment 3B) are included in the rfp pdf. Are these available in Microsoft Word? They are not included under the required forms link on the webpage.</p> | <p>Attachment 3B is available on the webpage as a fillable PDF.</p> |
| <p>Page 25, item ‘D’, subrecipient budget narrative (form C) – ‘see creating a budget memo’....what is this referencing?</p> | <p>“Creating Budget Memo” will be posted to the Employ Milwaukee website on 3/31/17.</p> |
| <p>Page 34 references ‘supplies’ in the budget – should these include the costs of supplies to operate/provide services in the resource rooms/areas of the one-stop locations and/or offices of program staff?</p> | <p>Yes</p> |
| <p>Page 41 indicates that a copy of the ‘balance sheet and profit/loss statement’ be included in the proposal. This item is not listed on the checklist nor</p> | <p>Respondents must submit a copy of the balance sheet and profit/loss statement if an annual audit report is not included.</p> |



the order of submission on page 24/25. Where should this item be placed in the proposal submission?

ONE STOP OPERATOR ADULT/DISLOCATED WORKER SECTION

| QUESTION | RESPONSE |
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| Will the One-Stop center vendor also be allowed to operate other programs out of the Center that are funded by different government funders? | Yes |
| Since equipment is not allowed as an expense under this contract, what is the expectation of Employ Milwaukee for provision of technological resources at the One Stop Center? Will equipment be provided to the vendor by Employ Milwaukee? | <p>Equipment is not an allowable expense. However, lease expenses are an allowable cost. These items may be considered as allocated supply cost. Under Uniform Guidance only those items with a unit cost of \$5000 or more are required to be capitalized equipment expenses. In addition, computers and computer related items are never considered “equipment”. Infrastructure costs cannot exceed 10% of total budget.</p> <p>Employ Milwaukee will NOT provide vendors with equipment.</p> |
| Three agencies agree to form a partnership and respond to the RFP. One would be the prime and the other two would each be \$300,000 subcontractors. Would this be allowable or would the prime have to run a procurement to select its subcontractors? | Providers must follow Uniform Guidance accepted procurement practices. All intended contracts, either entered or planned, greater than the Simplified Acquisition Threshold of \$150,000 will be required to supply procurement documentation in compliance 2 CFR 200.320(d)- Procurement by Competitive Proposals. |
| Two agencies, a prime, and a subcontractor make an application. They both have approved indirect rates of 10%. The prime enters its expense on the admin overhead line of form C. Where would the subcontractor indirect be listed, and would the total of both be limited to 10% of the total award? | The prime recipient will include the subcontractor total costs, inclusive of indirect costs, into a single line item as Contractual on the detailed budget narrative. |
| The ITA’s are managed by Employ Milwaukee and not included in the RFP. Approximately how many training dollars are available? | Funding amounts have not yet been made available. |



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| <p>The vendor is responsible for enrolling 600 new adult and 600 new DW clients. On 7/1/17 how many existing DW and adult clients from the current caseload would also be transferred to the vendor?</p> | <p>Based on current caseload, it is reasonable to anticipate approximately 550 Adult and 850 Dislocated Worker cases to be transferred.</p> |
| <p>Is it acceptable to provide Title I case management services from locations that are not certified as job centers?</p> | <p>Title IB services may be provided from locations that are deemed appropriate that are not certified as job center. However, WIOA Title IB services must be accessible through the Job Center System. WIOA Title IB programs are a required Job Center partner.</p> |
| <p>7.1.A Attachment D Page 25-46 The RFP Response Checklist under the Table of Contents does not match the items under the Attachment D – Proposal Checklist. Please confirm which list and which order is correct.</p> | <p>7.1.A has been updated to reflect the correct list and correct order. Please refer to updated RFP posted 3/31/2017.</p> |
| <p>RFP 7.3.a.2 Page 25 –Previous Experience says, “to include a Previous Experience Report as a proposal attachment...please list all adult and dislocated worker, workforce development or related activities, education, training and services provided by the respondent during the last three years.”</p> <p>Is this the same as the requirement listed under RFP 7.1, RFP 7.3.F, and RFP Attachment D “Submit one copy of your workforce Program and Fiscal Monitoring Reports for the most recent two years”?</p> <p>If this is the same requirement, please confirm that the RFP 7.3.a.2 Report should only include two (2) years and not three (3) years.</p> | <p>No. The Previous Experience Report includes the elements specifically identified which is not the same as Fiscal and Program Monitoring Reports. Reports should only include two (2) years.</p> |
| <p>RFP 7.3.C.2 Page 30 says, “Employ Milwaukee has also established programmatic goals for PY17 under this Award. These are found in Attachment D.” Please confirm that this is Attachment C.</p> | <p>This is Attachment C.</p> |
| <p>Attachment D Page 46 The Proposal Narrative on RFP Attachment D – Proposal Checklist does not list the section for “E. Partnerships and Coordination,” and lists item “6. Price/Cost Analysis & Value.” Please verify that Item 5 should be “Partnerships and Coordination” and Item 6 should be “Financial Management and Organizational Stability.</p> | <p>Item 6 has been updated to reflect “Partnerships and Coordination”. Please refer to updated RFP posted 3/31/2017.</p> |



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| <p>Are organizations required to submit the RFP as an “affiliate” if they are already listed in the ITA directory, currently approved as an Intensive service provider, and are categorized as a “preferred provider?”</p> | <p>“Affiliate” refers to a classification within the American Job Centers. The manner in which an organization chooses to respond to the RFP is not impacted by its standing in the ITA directory.</p> |
| <p>Will the ITA directory, Intensive Service Provider, and Preferred Provider listing stay in effect?</p> | <p>The ETPL (Eligible Training Provider List) is a requirement of WIOA. Current Intensive Service and Preferred Provider lists are a product of the Local Workforce Development Board. Intensive Services are not a classification of services under WIOA, however, Individualized Career Services are. As such, Employ Milwaukee will continue to have in place access to said services through vetted providers.</p> |
| <p>Is there a projected number of carry-over participants? Would these be in addition to the 600 enrolled per year for dislocated and 600 for adult?</p> | <p>Based on current caseload, it is reasonable to anticipate approximately 550 Adult and 850 Dislocated Worker cases to be transferred.</p> |
| <p>At the pre-bid meeting it was mentioned that an agency must bid on all three components – Youth, Adult, and Dislocated. Has this changed and the Youth and Adult RFP’s are completely separate?</p> | <p>1.3 Solicitation Overview (p. 5) states respondents are required to respond to One Stop Operator, Title 1 Adult and Dislocated Worker services to be considered for a grant award under this RFP.</p> |
| <p>Page 6 references an OSO duty of ‘annual staff and operational budgets’. Are these budgets the required Infrastructure Agreements as well as the job center budgets or something different?</p> | <p>The OSO staff will work in coordination with Employ Milwaukee staff to develop and update Infrastructure Agreements and job center budgets.</p> |
| <p>Pages 22 and 26 reference a ‘Previous Experience Report’. Is there a standardized form that should be utilized? If so, where can the form be located?</p> | <p>There is not a standardized form. Respondents can use a desired format as long as it includes items listed in 7.3.A.2</p> |
| <p>Should the ‘previous experience report’ include activities performed/provided within only Milwaukee County or on a larger scale?</p> | <p>The previous experience report is not limited to Milwaukee County.</p> |
| <p>Page 25, item ‘V’, list of references ‘contract or funding source’ – should this include only Milwaukee WDA sources or all agency sources?</p> | <p>The list is not limited to the Milwaukee WDA.</p> |
| <p>Page 26 references facilities and locations – should we assume current facilities/locations will continue to exist and be available?</p> | <p>Respondents may include facilities/locations; either currently in existence or proposed.</p> |
| <p>Are facilities costs (rent/phone/IT) for the one-stops and any office locations to be included in the budget?</p> | <p>Yes</p> |
| <p>Page 28 references an ‘office move’ and timeline for operations – for the purposes of proposal development, should it be assumed that the current</p> | <p>Respondents may include facilities/locations; either currently in existence or proposed. Employ Milwaukee is currently in the certification/recertification process for Job</p> |



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| <p>one-stop locations (both comprehensive and affiliate) will continue to exist?</p> | <p>Centers.</p> |
| <p>Is it assumed that the successful bidder will be the recipient of any existing NEG grants and/or Rapid Response Additional Assistance grants?</p> | <p>Employ Milwaukee will honor contact agreements for NDWG (National Dislocated Worker Grant) and/or Rapid Response which may extend beyond June 30, 2017.</p> |
| <p>RFP 2.1- Page 7 says, “Any entity serving as a one-stop operator, that also serves a different role within the one-stop delivery system, may perform some or all of the required functions when acting in its other role, if it has established sufficient firewalls and conflict of interest policies and procedures.” Please further define what is meant by “sufficient firewalls.”</p> | <p>§678.625 Can a one-stop operator also be a service provider?</p> <p>Yes, but there must be appropriate firewalls in place in regards to the competition, and subsequent oversight, monitoring, and evaluation of performance of the service provider. The operator cannot develop, manage, or conduct the competition of a service provider in which it intends to compete. In cases where an operator is also a service provider, there must be firewalls and internal controls within the operator-service provider entity, as well as specific policies and procedures at the Local WDB level regarding oversight, monitoring, and evaluation of performance of the service provider. The firewalls must conform to the specifications in §679.430 of this chapter for demonstrating internal controls and preventing conflicts of interest.</p> <p>§679.430 How do entities performing multiple functions in a local area demonstrate internal controls and prevent conflict of interest? Local organizations often function simultaneously in a variety of roles, including local fiscal agent, Local WDB staff, one-stop operator, and direct provider of services. Any organization that has been selected or otherwise designated to perform more than one of these functions must develop a written agreement with the Local WDB and CEO to clarify how the organization will carry out its responsibilities while demonstrating compliance with WIOA and corresponding regulations, relevant Office of Management and Budget circulars, and the State’s conflict of interest policy.</p> |
| <p>2.4.B.j – Page 9 Given the requirement to provide 1 year of follow-up services, are vendors required to provide these services extending beyond the conclusion of the contract? For example, in the event of all option years being exercised, would</p> | <p>The WIOA requirement for 1 year of follow up services shall be the responsibility of a new provider if selected. The costs for providing follow up services are included in the amount awarded under this RFP.</p> |



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| <p>vendors be required to continue providing services for a total time span of 4 years? If so, how will the cost of these follow-up services be covered?</p> | |
| <p>2.5 – Page 10 Please confirm that under RFP 2.5, the following reference should be RFP Attachment C and not Attachment D: “Proposals should be designed to address and achieve the measures listed fully in Attachment D.”</p> | <p>Attachment C is correct. Please refer to updated RFP posted 3/31/2017.</p> |
| <p>3.1 Page10 Paragraph three states that respondents should plan to enroll 600 new Adult and 600 new Dislocated Worker cases each year. Will contractors also inherit an existing caseload at contract start? If so, what size should be assumed?</p> | <p>Based on current caseload, it is reasonable to anticipate approximately 550 Adult and 850 Dislocated Worker cases to be transferred.</p> |

TITLE 1 OSY SECTION

| QUESTION | RESPONSE |
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| <p>WIOA OSY: What is the expected timeline on referral-re-referral between agency and Employ Milwaukee?</p> | <p>Please reference the RFP Addendum issued March 31, 2017 for a revision to the Central Intake Model process. The timeline on re-referral is 48 hours.</p> |
| <p>WIOA OSY: Does Employ Milwaukee pay youth time in the subcontractor’s programming time and/or work placements?</p> | <p>Employ Milwaukee pays wages for work placement time, and stipends are available for GED and training. Employ Milwaukee does not pay for youth time in programming.</p> |
| <p>WIOA OSY: How many hours per week are paid, and what are the requirements for what they can do during that time?</p> | <p>Employ Milwaukee has budgeted an average of \$2,000 for work experience per participant; this includes occupational training, subsidized wages, stipends and applicable employment taxes. Hours per week may vary.</p> <p>Participants may undertake the following activities during Paid Work Experience time:</p> <p>Paid and unpaid work experiences that have academic and occupational education as a component of the work experience may include the following types of work experiences:</p> <ul style="list-style-type: none"> • Summer employment opportunities and other employment opportunities available throughout the school year; • Pre-apprenticeship programs—a program or set of |



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| | <p>strategies designed to prepare individuals to enter and succeed in a registered apprenticeship program and has a documented partnership with at least one, if not more, registered apprenticeship programs;</p> <ul style="list-style-type: none"> • Internships and job shadowing; • OJT (on-the-job training) opportunities, as defined in WIOA §3(44) |
| <p>WIOA OSY: Who is responsible for timesheets?</p> | <p>Agencies will be responsible for timesheet reporting from participants. Agency staff will approve timesheets and forward to Employ Milwaukee Contract Compliance Specialist assigned to contract.</p> |
| <p>WIOA OSY: Question B1, the question says to include geographic data, does it mean to include the current case load of the project or Milwaukee Board area overall?</p> | <p>This question does not refer to caseload or geographic data. It requests <u>demographic</u> data relevant to Milwaukee County, as a support to the information requested in the prior sentence about describing the target population. An example of demographic data is the poverty rate of Milwaukee County residents.</p> |
| <p>WIOA OSY: Page 11 explains that “we expect successful applicants to use a cost per participant of \$3,700. This cost does not include wages and stipends.” Typically Employ Milwaukee would pay the ITA’s, Work Experience Wages and stipends. Will Employ Milwaukee continue to pay these items in the youth program? Or should these items be included in our budget?</p> | <p>Employ Milwaukee will administer funds for ITAs and Work Experience Wages, Fringes and Stipends. Providers should include support services in their budget.</p> |
| <p>WIOA OSY: What is the OSY process regarding ITA’s. Will these be administered and paid by EMI? Is there a budgeted amount projected per provider or overall for all of the OSY caseload?</p> | <p>ITA funds will be administered by Employ Milwaukee. The allocation of funds for training will be communicated post award and based upon provider’s number served.</p> |
| <p>WIOA OSY: Can you submit a proposal (and still be considered) for an amount greater than the listed 125 enrollments @ \$3,700 each?</p> | <p>No, you may not request to serve more than 125 @ \$3,700 each.</p> |
| <p>WIOA OSY: Will there be carryovers from existing OSY providers, if yes, how are these forwarded to a new provider. How do these count towards the required active participant load?</p> | <p>Please reference the addendum issued March 31, 2017 which revises and clarifies the policy on carryovers. If you are an existing OSY provider and are awarded, you will keep your existing caseload. If you are a new OSY provider, yes, there will be carryovers from previous OSY providers. The extent to which these will count toward the required active participant load will be negotiated based on factors including but not limited to the documented frequency and timing of contacts to engage and work with</p> |



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| | the carryover cases. |
| WIOA OSY -The RFP states that the enrollment of the 125 are new cases, not carry over. Do you have a projected number of carry over cases? | Please reference the addendum issued March 31, 2017 which revises and clarifies the policy on carryovers. Specifically, the revision is that some carryover cases may count on a provider’s caseload if they meet certain criteria for active engagement. If you are an existing OSY provider and are awarded, you will keep your existing caseload. If you are a new OSY provider, yes, there will be carryovers from previous OSY providers. The extent to which these will count toward the required active participant load will be negotiated based on factors including but not limited to the documented frequency and timing of contacts to engage and work with the carryover cases. The projected number of carryover cases is estimated to range between 50 and 75. |
| WIOA OSY: Must you be able to serve all ages of 16-24 years old? | Yes, you must be capable of serving eligible participants within the age range 16-24. |
| WIOA OSY: On page 6, Section 2.3, the new Central Intake Model is explained. What is the expected timeline for this referral/assessment process? Specifically, how long will it take Employ Milwaukee to refer youth back to the agency once the initial referral is received? | Please reference the RFP Addendum issued March 31, 2017 revising the Central Intake Model. The expected timeline for referring a youth back to the agency is 48 hours. |
| WIOA OSY: In regards to the Central Intake Model, what reasons would Employ Milwaukee have to refer youth to an agency that wasn’t the agency that recruited them for OSY services in the first place? | Please reference the RFP Addendum issued March 31, 2017 revising the Central Intake Model. If they are eligible, clients will have the option to choose which program they feel is the best person fit for them. There are many different programs offered through Employ Milwaukee and its subcontractors other than WIOA. |
| WIOA OSY: In the description of the Central Intake Model on page 6, it says that “the intake assessments will reveal needs, skills levels, and interests.” Can you clarify exactly what assessments will be conducted? For example, will Employ Milwaukee be conducting complete academic and career assessments? Will the subcontractors be expected to conduct any additional assessments upon intake? | Please reference the RFP Addendum issued March 31, 2017 adding some revisions to the Central Intake Model. While the original had Employ Milwaukee determining eligibility and administering assessments, the revision reflects that Employ Milwaukee will only handle the common intake form. Subcontracted providers will be expected to administer assessments including but not limited to TABE, Career Locker and the Online Work Readiness Assessment (OWRA). OWRA trainings will be made available to prepare providers. |
| WIOA OSY: On page 8, Section 2.5, it says, an “out-of-school youth” shall be eligible to participate if such individual is: “Not attending school (as | “Not attending school” is pertinent to the Wisconsin Department of Instruction’s definition of Drop-Out. |



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| <p>defined under State law).” Can you please clarify what the exact definition of “not attending school” is under State law?”</p> | <p>The Wisconsin Department of Public Instruction lists the following as their definition of Drop-Out:</p> <p>“DROPOUT: A student who (1) either exited during the school term or who exited prior to start of that school term but completed the previous school term and (2) who did not re-enroll by the 3rd Friday of September of the following school term. Exceptions apply. A student was not a dropout for the reported school term if he/she completed high school or met any of the following exclusionary conditions: transfer to another public/private school or state-/district-approved educational program, temporary absence due to suspension/expulsion or school-recognized illness, or death. [...] For more details about federal guidance and how available data are used to calculate dropout rates, see About the Data - Dropouts.”</p> <p>A youth attending an alternative school at the time of enrollment is not a considered a dropout</p> |
| <p>WIOA OSY: On page 14, Section 4.1, it says, “The provider(s) selected shall be added to a Preferred Provider List (PPL). These providers may be selected to complete efforts for additional grant work outside of this proposal.” Can you clarify what this means?</p> | <p>In simple language, if you are selected as a subcontracted agency, you may get the (voluntary) opportunity for additional funding for additional work in different areas related to Employ Milwaukee.</p> |
| <p>WIOA OSY: Adult mentoring is listed as a required WIOA service. What constitutes “adult mentoring” for this contract? Is any specific mentoring training required? Is the expectation that mentors would be paid or unpaid or is totally to the applicants discretion? Historically, have they been paid or unpaid under this contract?</p> | <p>WIOA § 681.490 - What is adult mentoring?</p> <p>A. Adult mentoring for youth must:</p> <ol style="list-style-type: none"> (1) Last at least 12 months and may take place both during the program and following exit from the program; (2) Be a formal relationship between a youth participant and an adult mentor that includes structured activities where the mentor offers guidance, support, and encouragement to develop the competence and character of the mentee; and (3) While group mentoring activities and mentoring through electronic means are allowable as part of the mentoring activities, at a minimum, the local youth program must match the youth with an individual mentor with whom the youth interacts on a face-to-face basis. |



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| | <p>B. Mentoring may include workplace mentoring where the local program matches a youth participant with an employer or employee of a company. *</p> <p>No specific mentoring training is required, though such training is not discouraged. Mentor pay is optional and at the subcontractor’s discretion. Historically, mentors have tended to be unpaid, but that need not discourage a different approach.</p> |
| <p>WIOA OSY: There appear to be 3 main eligibility criteria.</p> <ol style="list-style-type: none"> 1) Eligibility states that a youth must not be attending school. 2) 16 – 24 years old. 3) A youth must also meet one or more of the following and it includes that following statement “A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter” <ol style="list-style-type: none"> a. Is “A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter” the state definition of an Out of School Youth? b. If the above (yellow section) is the definition of the Out of School Youth, are the 2 eligibility requirements (yellow and green sections) redundant? What’s the difference between the yellow highlighted section and the green highlighted section? | <p>No, the section quoted is not a state definition of out-of-school youth. Rather, it is one piece of the multifaceted eligibility criteria. We encourage you to consider the eligibility criteria as a whole to understand out-of-school youth.</p> <p>The two noted sections are not redundant or identical, because one does not specify age, so may refer to someone outside the age of compulsory school attendance.</p> <p>Please carefully consider the eligibility criteria, listed below.</p> <ol style="list-style-type: none"> 1. An “out-of-school youth” shall be eligible to participate in these programs if such individual is: <ol style="list-style-type: none"> i. Not attending school (as defined under State law); and ii. Not younger than 16 or older than 24 at time of eligibility determination; and iii. One or more of the following: <ul style="list-style-type: none"> • A person who has dropped out of school; • A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter. • A recipient of a secondary school diploma or its recognized equivalent who is a low-income individual and is: <ol style="list-style-type: none"> a. Basic Skills Deficient (the definition of deficient in basic literacy skills is an individual who computes or solves problems, reads, writes, or speaks English at or below a grade level of |



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| | <p style="text-align: center;">8.9); or</p> <p style="text-align: center;">b. An English language learner.</p> <ul style="list-style-type: none"> • An individual who is subject to the juvenile or adult justice system; • A homeless individual, a runaway, in foster care, or has aged out of the foster care system; • An individual who is pregnant or parenting; • A youth who is an individual with a disability; • A low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment. |
| <p>WIOA OSY: What are the current WIOA Performance Measures for the current contractors for the past 2 years? If there are confidentiality rules, please feel free to provide the measures without identifying the agencies.</p> | <p>Employ Milwaukee will not be releasing performance measures of any current providers.</p> |
| <p>WIOA OSY: If an agency submits a budget to serve 125 youth x \$3,700 per participant for a total of \$462,500, is there enough WIOA funding to award the agency the full \$462,500? If not, will an awarded agency be required to maintain the entire project proposal including partners who have a signed MOU to serve 125 youth with less funding? Or will awarded funding be distributed on the cost per participant of \$3,700?</p> | <p>Awards will be based upon available funding. The number served will be negotiated based upon the funding available. MOUs may be amended to reflect reduced caseload. Awards may be distributed based upon proposed cost per participant.</p> |
| <p>WIOA OSY: If we recruit clients and they must be routed to Employ Milwaukee's Office of Career Exploration, and they aren't subsequently referred back to us to become an official part of the caseload, will they still count toward our annual goal of 125 OSY?</p> | <p>Please reference the RFP Addendum issued March 31, 2017 for a revision to the Central Intake Model process. If a client you recruited is chooses to select another program, they will not count toward the goal of 125 OSY.</p> |
| <p>RFP states to complete a thorough intake interview and collect eligibility documentation for enrollment into the program (is this different than what Employ Milwaukee will do via the Central Intake Model?)</p> | <p>Please reference the RFP Addendum issued March 31, 2017 for a revision to the Central Intake Model process. While the original had Employ Milwaukee determining eligibility and administering assessments, the revision reflects that Employ Milwaukee will only handle the common intake form.</p> |
| <p>Can you clarify the first two outcomes. It looks like the outcome for 4 quarters after exit is higher (63%) than the outcome after 2 quarters past exit</p> | <p>The outcome you are referencing is “The percentage of program participants who are in education/training activities or in unsubsidized employment during the 4th</p> |



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| <p>(60%). Can you clarify if the second outcome is 63% <i>of all participants</i> or 63% <i>of the participants making it to 2 quarters will retain until 4 quarters?</i></p> | <p>quarter after exit from the program.” The target for this is 63%. The correct understanding is “<i>Out of all of those participants who are in their 4th quarter after exit from the program, 63% of that group will ...etc.</i>” You are correct that the outcome is slightly higher for the group that has been exited from the program longer.</p> |
| <p>Is Employ Milwaukee looking for a single provider for this contract or will contracts be awarded to multiple providers?</p> | <p>Employ Milwaukee is not looking for a single provider for this contract.</p> |
| <p>I see that there is an average rate of approximately \$3,700 per participant and that the contract is cost reimbursement. Is that rate per client paid all at one time? Is it paid based on achievement of outcomes? Is it paid at the beginning of services with a participant or at the end? Some clarity on how that payment is made would be helpful.</p> | <p>The rate per client is not paid all at one time; nor is it paid based on achievement of outcomes. \$3,700 per participant should be a useful guide to help you budget appropriately for a 12-month cycle. In this cost reimbursement contract, subcontracted agencies submit monthly invoices and Employ Milwaukee reimburses them each month based on those costs they have accumulated.</p> |