

Answers to WIOA Youth Work Experience Manager RFP Emailed Questions

Q1: Taking into account that the eligibility for WIOA funding is contingent upon the Governor's approval of the LWDA Agreement...when will service be expected to begin? Can we expect payments to be made beginning September 1st?

A1: The WIOA Youth Work Experience Manager is scheduled to start 9/1/2015. Billing starts in October 2015 for services rendered from September 1, 2015 to September 30, 2015.

Q2: Developing Pre-Apprenticeships and Apprenticeship Programs:
Please confirm whether proposer is expected to develop **pre**-apprenticeship programs, apprenticeship programs, or both

A2: Both

Q3: If we're expected to do true apprenticeships, how will that be coordinated with apprenticeship programs for adults?

A3: You will need to explain that in your proposal.

Q4: Does WIOA or the WIB have benchmarks for how many apprenticeship or pre-apprenticeship programs are expected be developed? Or number of placements made?

A4: There is no set number of Apprenticeships and Pre-Apprenticeships. The Apprenticeships and Pre-Apprenticeships must be made available to youth in the WIOA program.

Q5: RFP states internships, job shadowing, on the job training and additional work experiences need to be created for college and high school students. Do those college and high school students have to be categorized as WIOA students? Also, has it been determined what high schools will participate in the program?

A5: The WIOA Youth Work Experience Manager will be working with WIOA youth already enrolled in the WIOA youth program. The WIOA youth program will be available in the following high schools: Peekskill, Mt Vernon, White Plains, New Rochelle and Port Chester.

Q6: Regarding the youth placement, what percentage should be WIOA and what percentage should be non-WIOA students?

A6: You will be working with WIOA youth already enrolled in the youth program

Q7: Do we still need to utilize the Private Sector Summer Jobs website as well as the CONNEX website?

A7: Yes

Q8: The items under "Coordinate with contracted WIOA Youth Case managers"- are we directly responsible for those items or do we have to coordinate with the case managers who will be carrying executing them?

A8: Your responsibility is to ensure the availability of the work experience so that the case managers could share it with the youth they are working with.

Q9: Since WIOA does not allow a stand-alone summer jobs program does that mean the former goal of jobs developed and placements are no longer relevant?

- Are the jobs still open to other youth or are we just serving the WIOA youth?

A9: It depends on the program

Q10: How many WIOA youth will we have to service?

A10: The total number of youth to receive services under each program year will be no less than 361

Q11: How many are each of the agencies responsible for recruiting and servicing?

A11: There are currently 7 agencies working with WIOA youth

Q12: When will they start recruiting youth?

A12: July 1, 2015

Q13: Is there any way to gain information on what the youth case managers are responsible for so we can get an overall picture?

A13: Individual assessment, individual service plan, ongoing case management, referral, follow up.

Q14: Is the Youth Summit open to only WIOA youth or is it still open to all youth?

A14: Open to all youth

Q15: Aside from OJT how long are the commitments for the work experiences? Do the youth have to be on a job for a certain time period for it to be counted?

A15: The work experience depends on the situation but employment has to last a year.

Q16: OJT is subsidized correct?

A16: OJT is subsidized at 50% of the wages

Q17: Coordinate with contracted WIOA Youth Case Managers
Complete appropriate program paperwork and coordinate OSOS entries with youth coaches

a. What is appropriate program paperwork?

Answer a: Proof of work experience and data entry in OSOS

b. Are we responsible for entering information into the OSOS system as well as the case managers?

Answer b: No. You must maintain communication with each case manager concerning all work activities and verify that data was entered in OSOS.

c. Are we held responsible for any lack of entries on their part or vice versa?

Answer c: You will need to communicate the lack of data entry to the Youth program coordinator

d. Do we have to create the close out paperwork or will that be provided for us?

Answer d: No. Case managers are responsible for all case entries from enrollment through program completion.

e. If we have to create – what does that need to consist of?