

**Industries with a Statewide Need SFP PY 2009-10
Questions and Answers**

November 23, 2009

Applicant Eligibility

1. Can an organization submit as the lead on one proposal, and as a subcontractor (or collaborator, not the lead) on another proposal?

An organization can submit one application as the lead and be a partner on other applications.

2. Can an organization be a subcontractor on two proposals (or two collaborators), and lead none?

An organization can choose to partner on multiple applications.

3. May four-year Universities apply for funding under this solicitation as long as they meet the guideline goals?

Yes, educational institutions may apply for funding. However, keep in mind that the performance period for projects awarded under this solicitation will be 18-months. Please note that the performance period for projects awarded under this solicitation has been extended from 15 to 18-months.

4. Is an institution that received CA Labor and Workforce Development, Allied Health Initiative funding this year to expand allied health degree programs, still eligible to apply for this funding under “Industries with a Statewide Need” solicitation?

Proposals will be accepted from public, private non-profit, and private for-profit organizations, local Workforce Investment Boards, education and training providers and faith-based and community based organizations regardless of what type of funding you have received in the past.

5. Would you consider the occupation of "heavy equipment operator" for this proposal?

The goal of this initiative is to address the shortage of skilled workers in the following three industry sectors: Healthcare and Social Services, Information, and Transportation, Warehousing and Other Service Sectors. It is not intended for the Construction industry.

To see a list of occupations employed in a particular industry, go to the EDD's Labor Market Information Division's Web site at www.labormarketinfo.edd.ca.gov/iomatrix/IndList.asp. For additional assistance, contact a Labor Market Information Consultant in your area at:

www.calmis.ca.gov/file/resource/LMIConsultants.pdf to see if heavy equipment operator falls under the Transportation, Warehousing and Other Services Sectors.

General

1. Can the JTA program be run on an Apple operating system?

No, the EDD computing environment does not support the Mac Operating System.

2. Must participants in the program proposed by the applicant be referred to that program by a WIB?

No, recruitment and outreach may come from various sources.

3. If a program's completion time plus the 6-month follow-up period takes longer than 15 months, is that project period allowable?

The performance period for projects awarded under this solicitation has been extended from 15 to 18-months. No obligation or commitment of funds will be allowed prior to or beyond the grant period of performance. Any grant funds not expended during the grant agreement period must be returned to the State. Every attempt should be made through program design to include follow-up services within the 18-month project duration. The final follow-up design will be negotiated with each successful applicant during contract negotiations based on the length of the contract and the funding available to the applicant. If, because of the short duration of these projects, an applicant is unable to provide at least six months of follow-up services after placement in unsubsidized employment, the project design should suggest how the program will ensure successful employment retention. Some examples include, support through continuing partner services or through employment mentors.

4. Under current procurement rules, if an eligible agency submits the proposal under its name to function as the PRIME (Lead Agency) can they include in their proposal a for-profit agency to manage the project as a subgrantee without going through a subgrantee procurement process?

This SFP did not require mandated partners therefore any subcontractors will need to be locally procured.

5. There is a 10% administrative cost that is proscribed; however, there is no indirect rate. Is the grant limited to the 10% administrative cost that is specified? If it is, can we use the remainder of our negotiated indirect cost as unrecovered indirect as matching funds? We have a 36.5% indirect rate, so in this scenario we would be asking to use 20.6% of our allowable indirect rate as unrecovered match toward the project.

Yes, the grant is limited to a 10 percent administrative cost cap. This can include direct or indirect costs. If your agency has an approved indirect cost rate approved by the cognizant federal agency, you can use this rate to allocate costs to this grant. If you use both direct and indirect charges to allocate costs to administration, the combination of direct and indirect costs cannot exceed 10 percent. Keep in mind that not all indirect costs are attributed to the administration cost category. If your organization has determined that you will only apply 10 percent of your approved indirect cost rate to this grant, the balance of the costs that would normally be charged through the indirect cost allocation can be used as in-kind match as long as these costs are attributable to managing and operating this grant. These costs must also be identifiable and reported to the state as in-kind match. A commitment letter from the organization will still need to accompany the proposal specifying the balance of the rate being used which equates to a specific dollar amount in order to be accepted as a verifiable in-kind match.

Match

1. Are there limitations regarding resources that can be used as matching funds?

No, matching funds may come from various sources such as WIA funds, State funds, philanthropic funds, etc.

2. Will matching funds make a proposal more competitive?

It is the intent of this SFP to fund projects that can leverage other resources to maximize the impact of the project and the return on investment and to better ensure sustainability. Therefore, up to 5 bonus points will be provided to those projects that can demonstrate a cash and/or in-kind match as follows: *Match is equal to 20 to 30 percent of the requested funds (3 bonus points), or if Match is greater than 30 percent of the requested funds (5 bonus points).* Those additional points may make your proposal more competitive.

Proposal Criteria

1. Is it required and/or recommended to include letters of commitment from the partners listed on the “partner roles, responsibilities and resources chart” (SFP Form 3)? Is it allowable to include such letters as part of the proposal?

Letters of support are not part of the review process and should not be included. However, letters of commitment verifying cash/in-kind match must be attached to the application to receive bonus points for the match requirement.

2. With high growth in the healthcare sector/occupations and the mandated requirement to adopt Electronic Medical Records systems across all occupations, would Information Technology (Electronic Medical

Records) training provided to impacted occupations in the healthcare sector qualify as a targeted industry under the Information Sector (Information Technology Occupations)?

Yes, Electronic Medical Records training does qualify as a targeted industry under the Information Technology Sector.

3. Under the IT section of the SFP, telecommunications was included as a sample job classification. In the video game industry, more and more games are moving online running 24 hours a day, 365 days per year requiring 24 hour customer service centers that also monitor online video game activity. Could these customer service jobs be included in the telecommunications/IT category for funding?

Yes.

4. The term "unsubsidized employment" is used in the SFP, please define what is meant by "employment". Does part-time, full-time, or per diem employment qualify for the employment criteria for this application? Also, are healthcare benefits required?

Unsubsidized employment is work with earnings provided by an employer who does not receive a subsidy for the creation and maintenance of the employment position. Employment can be part-time or full-time and healthcare benefits are not required.

5. The SFP also refers to the region served by the applicant. Please define "region". Is it the established service area of the applicant or can the "region" include other adjacent counties which also have a high labor shortage within the targeted industry?

Under the SFP, we have not defined "region." Applicants should define the region targeted based on their local economy and the industry sector selected. Other items to consider in defining your region include commute patterns, industry concentration and availability of training.

Target Population

1. Is "Clinical Lab Scientist" (CLS) an allowable targeted area for this SFP? If so, can funding be used to pay for CLS intern stipends?

Yes, clinical lab scientist would be an allowable targeted area as long as you can demonstrate the need. Yes, the grant funds may be used to pay stipends.

2. Would incumbent training to upgrade the skills of current allied health workers be an allowable population to serve?

For the purposes of this SFP, under-skilled workers are those that do not have the required skill sets to continue to perform their job or find a new job.

3. We have identified a project that trains allied health workers in information technology. Our employment and training program appears to fall under both of the first two categories: Information Sector (Information Technology Occupations) and Allied Health Occupations, although the occupational category is not specifically mentioned in either of the two category definitions. How do we indicate this in our proposal application?

You may only select one industry sector as identified in the SFP. It is recommended that you choose the sector in which you can demonstrate the most need for skilled workers in your local area.

4. Is the intent of this SFP to address the needs of low-income, unemployed, under-skilled adults ages 18 years or older that have particular challenges in regaining employment rather than unemployed, dislocated workers who may have held and/or are seeking high-skill jobs? Otherwise, any commentary to share on the Average Earnings of \$12,500 being so low?

Dislocated workers can also qualify as a target population. For the average earnings rate, we are using the Program Year 2009 WIA Adult rate as negotiated with the Department of Labor.

5. Could low income or dislocated workers that are students enrolled at universities qualify (bachelor or graduate level)?

Proposals must focus on the employment and training needs of either low-income, unemployed, dislocated workers or under-skilled workers and must be ages 18 years or older and have particular challenges in regaining or retaining employment. However, this does not preclude students enrolled at Universities or colleges that meet the SFP's target population.

6. Is there money set for training of incumbent workers? We are in the maintenance and repairs industry and need to train our incumbent workers to keep their skills applicable to the current machine population.

There is no funding set aside for incumbent workers however, if the incumbent worker is under-skilled, then they may be included in the target population.