

**2010 WIA Title I
Year-Round Workforce Development Service to Youth RFP
Q & A**

- Q. Will disabled youth, or if a disability is suspected, be a priority population to serve?
A. Youth with disabilities must be considered along with other barriers to employment. It is most important to ensure youth are connected to appropriate services/providers.
- Q. Can we start recruiting now?
A. No. New contacts will not begin until September 1, 2010.
- Q. How will youth currently in the system be identified?
A. All currently served youth have a case record in OSOS and are currently associated with a program operator. RochesterWorks has access to all OSOS records.
- Q. Will a Latino Navigator be selected?
A. The legislation stipulates that we cannot exclude, but it is appropriate to hire bilingual Navigators that could serve all populations.
- Q. Will there be opportunities for youth who don't fit into the traditional systems?
A. As a pilot we expect to connect youth to appropriate systems. The Navigator will offer the opportunity of case management for cross-systems collaboration.
- Q. Would PINS designation qualify a youth for the criminal justice system?
A. Yes, in addition to other factors that fulfill the criteria.
- Q. 15 Navigators were mentioned, but can we include more at this time?
A. No, not at this time. We want to focus on transition but once this is accomplished, we intend to expand the number of Navigators working in the community..
- Q. How will the current transitioning youth be engaged?
A. They should already be engaged through the program they are currently affiliated with however RochesterWorks will assist in the facilitation should youth be assigned to a new service provider/navigator.
- Q. What about follow-up for existing exiting youth?
A. The follow-up will be provided by either the Navigator or RochesterWorks. We are required to provide 12 months of follow-up by federal law.
- Q. Can the Navigator funding provide portions of an individual's salary i.e. 1.5?
A. The Navigator doesn't have to be 1 individual. You can pay a portion of your staff person's salary, and use another person to complement or enhance. We are looking for leveraging to maximize the dollars. Be creative – we want to serve as many youth as possible.
- Q. What will be in place for suburban youth?
A. We expect the Navigators to be mobile and accessible, to go to youth who are unable to access Career Centers or agencies with who we partner. Libraries, schools, fast food restaurants offer safe and neutral locations to meet.
- Q. How can Monster.com connect with the responders?
A. Possibly through a partnership with RochesterWorks once the pilot gets up and running.

- Q. How many In School Youth are currently being served by the 6 agencies? How many Out of School youth are being served by the 4 agencies?
- A. Under our current contracts we serve approximately 400 In-School and 260 Out-of-School youth,
- Q. Is the RFP open to any agency, or those currently serving this population?
- A. It is open to any eligible applicant.
- Q. Will you be able to post the Q&A after the meeting ?
- A. We expect to post Q&A on the RFP page of our website – at the RW home page click on News, and RFPs, scroll down to a Q&A link.
- Q. In my narrative do I need to describe in detail, the services for the existing youth we serve because it is roughly the same as what we have been provided? I want to spend all of my time on describing what I will provide for the new navigators who are working with disconnected youth.
- A. Per the RFP, of the 17 navigators we can support we expect the 15 targeted to serving currently enrolled youth carry a case load of 35-50, essentially assisting those youth to complete their current goals and objectives of which should be diploma, degree, certificate, and enter employment or college. After the 15, only 1-2 navigators will be funded to work with new youth at this time. Over the next year as youth transition out of the system we will post requests for additional navigators.
- Q. I have a total of 10 students that will be sophomores and juniors, should I plan on transitioning them out of WIA as this would not be covered past FY 10-11.
- A. Concerning the 10 students who are not scheduled to graduate by June 30, 2011 an appropriate transition should be developed. Over the 10 month contract period RochesterWorks will work closely with navigators to ensure reasonable opportunities are made available.
- Q. You expect to "expand" the number of Navigators over the next year. What is the time frame for that expansion? How would you like us to handle the OSOS submissions at the agency level, especially for those youth already in our system?
- A. There is no specific timeframe to expand however we do expect as currently enrolled youth transition out of the system and we further develop the navigator role we will post requests for additional navigators. I suspect this will occur over the next 10-12 months.
- OSOS will be handled by each navigator as they work with their caseload. Because current youth already have a record including goals and objectives, updates are all that will be needed. For those current contractors who may not be successful in being awarded navigator(s) we will need to work closely with the contractor, career center, and new navigators to ensure as a smooth a transition as is able.
- Q. Do you require letters of support from partners or are organization names and types of collaboration sufficient?
- A. Letters of support are not required.
- Q. Is there a method through the grant to verify Youthful Offender status? Since the records are sealed, can an applicant self- identify?
- A. To verify youth involved with the juvenile/criminal justice system generally a letter/statement from parole officer or disposition from court is suitable, and if you are partnering with an appropriate system partner such as those listed in the RFP verification can be obtained in cooperation with the partner. Copies of records are not required nor necessary.

- Q. Can we submit two grant applications, one for a juvenile justice navigator and one to support existing students?
- A. Yes, proposals may be submitted for either or both (1-2 Navigators sought to serve new youth, and 15 navigators to serve currently enrolled).
- Q. Are you willing to provide your list of community partners so that we can identify in our RFP additional resources for the gaps in service resources to youth; and to avoid redundancies?
- A. A list of RochesterWorks community partners would really not be relevant at this point as we currently fund program operators to develop these relationships. This new approach will enable us, RochesterWorks with its partners to coordinate/collaborate on these efforts, to avoid redundancies.
- Q. Where it states in the RFP *Access to the 10 WIA program elements: items labeled Occupational Skills Training* – what kind of occupations are you referring to, professional or blue collar? The language implies blue collar, but we want to be sure.
- A. Typically the occupational skills that are supported are those which lead to in-demand (i.e. health related) and/or up and coming (i.e. anything Green) occupations – professional or blue collar
- Q. Will you permit additional attachments (i.e., those not specifically requested in the RFP)?
- A. Additional attachments are not required, and if not requested should not be extraneous in nature.
- Q. Can I apply for 1.5 navigators or do I need to apply for 1 or 2?
- A. You may apply for navigator(s) based on capacity, just be sure to adequately figure budgets.
- Q. Do all youth in the program now, and who are on track to exit June 30th, need to have the two common measures: 1. Graduate from HS or get a credential 2. Be employed or in a training program - in order to be a positive exit?
- A. All youth must have the outcomes of attainment of degree or certificate, and placement in education or employment to be considered positively in performance. In addition, out-of-school youth may be required to show literacy and numeracy gains. Refer to the RFP for additional detail including exceptions.
- Q. Is there money for mileage, meeting for coffee (because need a meeting place, for youths a distance away), phone, OSHA 10 training, other than budgeting for it in \$37,500.00 budget?
- A. Each navigator budget of up to \$37,500 is inclusive of all costs. Participant costs should not be included (i.e. OSHA10). Please see budget forms and instructions for further detail.
- Q. Time commitment of Navigator for training- Could one (1) attend as main navigator and pass training info on to other Navigators (in a shared position situation)?
- A. In most instances it will be best if actual navigators attend all technical assistance/training sessions.