

Youth Services RFP Written Questions

- **Is there a breakdown of how many students were served per county in the previous year?**
From the beginning of the Program Year (July 1, 2016) until now, we have had a total of 586 participants to participate in the Youth Program. The county numbers are as follows: Butts-1, Carroll-66, Coweta-50, Heard-30, Lamar-5, Meriwether-46, Pike-5, Spalding-177, Troup-159, Upson-47
- **Could you provide a previous completed example of the budget detail?**
Each provider is responsible for creating a budget based on the services and youth they intend to serve; therefore, I don't have a completed sample to provide. There is a sample budget detail on Page 8 in the Youth Program Application Package within the RFP that can assist all interested parties.
- **Please provide the breakdown of the number of youth each county is expected to serve.**
There is not a specified number of youth to be served in each county. It is up to the bidder to outline the number of participants to be served and the appropriate costs for services. The provider should keep in mind that performance outcomes are based on the number of youth served.
- **If proposing to do more than one county, is a site required for each county?**
No. There does not have to be a physical site in all of the counties served; however, a meeting space should be identified in the counties that would be convenient and accessible for the youth. The formation of partnerships will be very helpful in achieving youth success in instances where a physical location is not present.
- **How much funding is allocated for youth services in our region for Contract Year 2017-2018?**
This information can't be disclosed at this time. We would like for bidders to present a proposal based on their program design.
- **Will each OSY active participant be required to complete work experience?**
Participants are not required to participate in Work Experience or any other service. The provider is responsible for delivering the necessary services or referring the youth to other resources needed for the youth to enter post-secondary education, employment, or the military.
- **Are summer employment opportunities a requirement for the months of June – August, or is this considered year round for OSY?**
The Youth Program no longer identifies Work Experience as only summer employment. Work Experience is a year round activity that allows the youth to work up to 480 hours.
- **Is there a limit on how many letters of support that can be provided?**
There is no limit on the number of letters to be submitted; however, we will consider the letters when reviewing the proposals.

- **Do supportive services include transportation and child care vouchers? If so, is there a limit to the number of youth we can assist or any limitations to the number of vouchers per youth?**
Supportive services can include transportation and childcare vouchers. The provider will be responsible for completing a policy for the receipt of these services and it will need to be submitted with the proposal for evaluation and/or adjustments.
- **Can you please explain or give an example of what you are looking for in the below section (Page 6, Section 1)?**
- **Training and/or service components must be clearly described with entry criteria including minimum levels of deficiency and proficiency levels for exits defined. Project description must include a flow chart depicting participant progression through project activities, timelines and outcomes.**
Providers are required to incorporate all 14 elements listed for Youth Services. Therefore, the service delivery plans on how these services will be executed should clearly outline the processes and the progression of the youth's performance. Ex: When completing activities such as Work Prep prior to the youth entering Work Experience. How long will Work Prep last, what materials will be used, how will the youth be referred to sites, how many hours will they work per week, what's the next step after Work Experience, etc. You will need to consider all aspects for the services provided or the process of referring youth to other resources with partners.
 - **Project performance must be clearly addressed including timeframes and specific outcomes and registrations. Project design should be composed around the WIOA performance standards ensuring the design incorporates activities that will ensure achievement of the performance standards and registrations within the contract period.**
When deciding on the activities, you must consider the performance measures to ensure that you are meeting the state negotiated levels outlined in the RFP. The program outcomes for all youth are to enter post-secondary education, employment, or the military; therefore, your program services, recruitment, and registrations should be outlined to satisfy the performance measure.
 - **There must be at least 40% of WIOA registrations in the project by December 31, 2017. Proposed Registration levels should be 100% attained by March 1, 2018.**
In order to measure the performance of the provider, we are requesting that 40% of your proposed registrations are made prior to the end of December. However, we will continue to monitor registrations throughout the duration of the contract period. We have to ensure that all contractors are held accountable for the programs they have proposed.
- **Can you please elaborate or give an example of what you are looking for in the competency based training (Page 8, Section 1)?**
Competency based trainings will evaluate the youth's knowledge prior to participating in an activity and a follow up evaluation will be conducted to determine what has been learned. For example, a pre-test can be given prior to soft skills training and once the training has concluded, a post test can be administered to test the youth's knowledge of the materials presented and/or areas in need of additional attention.
- **Is In-kind Costs required within this proposal?**
Yes, and the in-kind costs will be reviewed by the Evaluation Team.

➤ **Just for clarification can you possibly give an example of the following WIOA Performance Standards?**

- **Employment/Training/Education Rate 2nd Quarter After Exit- 67%**
- **Employment/Training/Education Rate 4th Quarter After Exit- 76%**
- **Credential Attainment within 4 Quarters After Exit- 73%**

Example: If you exit a youth from the program on February 24, 2017, the youth will need to be enrolled in post-secondary education/training/employment by the end of the 2nd quarter (September 30) and 4th quarter (March 31, 2018) after exit.

Using the same youth in the previous example, once he/she exited the program, the provider would have 4 quarters to be sure the youth achieve a credential, which would be by March 30, 2018. However, for the credential to count towards performance, the provider must also be sure the youth has entered employment/training/employment.

➤ **Just for clarification can you possibly give an example of the following statement? A separate proposal must be submitted for each project, but not for each county to be served.**

If the provider wanted to provide a specific program in multiple counties, then only one proposal would be submitted and the counties would be identified in that proposal. However, if a provider wanted to do multiple programs and focus on different elements in different counties, a proposal would be needed for each different program and the county in which the specific program would be delivered.

➤ **Is there a [place] to add “transportation” into one of the projects or into the budget? I have noticed this is a concern with some of our current clients.**

Transportation can be included as a “Supportive Service.”

➤ **The RFP references a Performance Payments Budget Form on Page 6 of the application package, will you provide this form?**

We will not offer the opportunity for Performance Payments contracts for this proposal.

➤ **On Page 9, 6th bullet, could you please further explain the background check requirements for the participants mentioned in the second sentence?**

Background checks should be conducted on all youth interested in participating in Work Experience.

➤ **Could you please provide the anticipated funding allocation for youth?**

There is not a funding allocation for youth services.