

## Summer Youth RFP Orientation Session

March 25, 2009

### Questions and Answers

- Q. Will there be a new RFP issued due to recent updates?
- A. A new RFP will not be issued, however any changes will be posted within the Q & A located on the website [www.delawareworks.com/WIB](http://www.delawareworks.com/WIB) on April 1, 2009.
- Q. Are contractors required to provide matching funds?
- A. No. This RFP does not require that matching funds be provided
- Q. Can contractors provide an educational component within their program design?
- A. Yes. Educational activities may be included within the program but only to individuals in work experience.
- Q. May youth participants be paid in stipends or wages only?
- A. Generally youth in work experience activities are paid wages. "Provisions for wages under the amendments to the Fair Labor Standards Act (FLSA) apply to all youth participants employed under WIA". Stipends are only permitted when permitted by the FLSA regulations (Wage & Hour Division 1-866-4-USWAGE).
- Q. If a contractor office is located within the City of Wilmington, but will be serving youth residing outside the city limits. What geographical area is being served?
- A. The area to be served is identified on the Program Data Summary. The Youth served must reside in that area. The location of the administrative office is generally not an issue.
- Q. Will providers be given a list of those households that received an eligibility letter from DSS
- A. It is expected that contractors will receive a list of individuals that receive the letter but it is not confirmed at this time.
- Q. What is the contract period for the federally funded Summer Youth Program?
- A. July 1, 2009 – September 30, 2009
- Q. Can the youth participants be paid while participating within an educational component of the program?

- A. Yes as long as they are in a work experience activity. Education is not a standalone service and is only permitted when it is part of the planned work experience activity.
- Q. What is a credential?
- A. Youth participating within the summer youth program do not need to achieve a credential.
- Q. Can we create "Green" projects and employ youth?
- A. Yes.
- Q. Will the OSY waiver be applicable to the federal stimulus funds?
- A. Yes.
- Q. What are the performance rates for the federally funded summer youth program?
- A. Performance is based on a skill attainment rate of 88%. Providers will set a minimum of 1 work readiness skill attainment goal for each participant.
- Q. How many proposals are being considered?
- A. All proposals will be considered during this process.
- Q. When do proposers schedule a proposal development session?
- A. Each proposer will schedule a proposal development session prior to the submission of the proposal. A proposal is not considered complete until a development session has been scheduled.
- Q. Should proposers submit letters indicating partnerships and linkages with each proposer?
- A. Partnerships and linkages can be included within Question 4 III and Question 5B of the proposal.
- Q. What is the earliest start date that the program can begin?
- A. The program can begin once the contracts have been executed and signed by all parties. The expected start date will be July 1, 2009
- Q. What is the format for submitting a waiver for the federally funded summer youth program if a contractor plans to offer more than 240 hours of work?
- A. No waiver requests related to hours will be considered
- Q. Will the RFP be available on the website in Word format?
- A. It was released and is available.
- Q. Should contractors answer the last sentence in question 2A.

- A. No
- Q. Can contractors list worksite supervisors under staff salaries?
- A. Yes. Work site supervisors are included as staff. Traditionally in work experience programs, worksite supervision is provided by the worksite. Program staff that work with the participants, such as counselors, are program staff. Program staff working directly in assisting the participants is a program and not an administrative cost. Participant wages are included within line item 18 of the budget summary page.
- Q. Is there a preference on testing material to be administered?
- A. No
- Q. Will the State of Delaware change the minimum wage when the federal government's new minimum wage takes effect.
- A. Yes. The new minimum wage will be at least \$7.25 per hour effective July 24, 2009.
- Q. If a youth has a disability what is there family size for the purpose of determining eligibility for the program?
- A. They can be considered a family size of (1) one.
- Q. Will all contracts be written on a cost reimbursement basis?
- A. Yes
- Q. If the provider chooses to create projects can items be purchased with these funds?
- A. Yes, however certain items may become property of the state in accordance with contract provisions. Generally, proposals will be evaluated based on the ability of the proposer to provide work experiences to low income eligible youth. It is anticipated that items to create projects will be minimal.
- Q. Is there a maximum amount on the total request for organizations budget?
- A. No.
- Q. For the purpose of answering 5.0 of the proposal, is open enrollment considered a cycle of training?
- A. No. The answer would be "open enrollment" for 5.0
- Q. What are the income guidelines for the purpose of determining eligibility for the State Summer Youth Program?

- A. The income guidelines for the State Summer Youth funds are provided below and reference page 10 of the RFP:

**ELIGIBILITY TABLES**

**TABLE A**

The authorizing legislation for the program requires that preference for employment be given to youth who are members of households whose income does not exceed 200% of the household poverty.

Family Size	200% Level*
1	\$19,600.00
2	\$26,400.00
3	\$34,100.00
4	\$42,080.00
5	\$49,660.00
6	\$58,080.00
7	\$66,500.00
8	\$74,920.00
9	\$83,340.00
10	\$91,760.00

**TABLE B**

Youth hired	of disadvantaged	of non-disadvantaged
<u>With SSYEP \$</u>	<u>Youth</u>	<u>Youth</u>
1	1	0
2	1	1
3	2	1
4	3	1
5	4	1

6	4	2
7	5	2
8	6	2

\*Please use and follow the above tables when selecting SSYEP participants.