



English Language Learners and Immigrant Workforce

Q & A

March 8, 2017

Q: Eligibility discussed in the RFA for workforce development boards –can applicants apply directly?

A: The eligibility is through local boards. Sometimes local boards partner with local non-profits or adult education partners. Applications must be in collaboration with local board.

Q: Do you have a boiler plate ready to streamline the process? What is the logic behind having it done so quickly?

A: There is no boiler plate available. The due date of March 24th is not untypical for these types of RFA's. We are under some time constraints to get the funding out. Also pressed by the calendar because these funds do have to be obligated by the end of June of this year or the funding will revert away.

Q: How many 1.5 million dollar grants is there going to be?

A: There is a total of 1.5 million dollars available. The intent is to award up to 3 grants roughly \$500,000 for each grant.

Q: Typically partnership is with the local workforce investment board. Therefore, you have to go through the Department of Labor (DOL) procurement guidelines. How are you envisioning partnership procurement, the same process?

A: Since the funding stream for this RFA is 15% Discretionary Grant funds, the Uniform Guidance is applicable. Upon receiving the WIOA funds, the main grantee on the proposal (a Local Board in this instance) would be considered a "pass through entity" (PTE) as defined in [Section 200.74](#). The PTE would:

1. Need to determine whether the other organizations they are working with would be considered a “sub recipient” or a “contractor” as is differentiated by [Section 200.330](#).
2. Based on that determination, be responsible for following the applicable Uniform Guidance sections as each one has different rules regarding procurement (see attached referenced [cheat sheet](#) below highlighting some key differences).

Here are the some applicable definitions:

Contractor—an entity that receives a contract. A contract is a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. (Uniform Guidance §200.22, §200.23)

Subaward —an award provided by a PTE to a subrecipient to carry out part of a federal award received by the PTE. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal program. A subaward may be provided through any form of legal agreement, including an agreement that the PTE considers a contract (Uniform Guidance §200.92)

Subrecipient —a non-federal entity that receives a subaward from a PTE to carry out a part of a federal program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency (Uniform Guidance §200.93)

Find more information about [Procurement](#) and related citations on page 325 of the 2015 SMART Training offered by ETA on Uniform Guidance.

Q: Can the local workforce development boards that have called in to the workshop identify themselves?

A: [Pacific Gateway, WDB](#)

[Madera County, WDB](#)

[North Central County Consortium, WDB](#)

[County of San Bernardino, WDB](#)

Q: What is the page limit on the proposal narrative?

A: Five to ten pages for the proposal narrative.

Q: Is there going to be a revision to the page limit – a revision to the RFA section for the page limit?

A: No, there will be no revision made to the RFA regarding the page limit. In the RFA page 6 Section 4 under the title Application Requirements, Award and Contracting Process it states “Applicants are required to submit a 5-10 page application narrative, work plan and budget”.

Q: Is the State recommending that applicant’s do not write for less than the \$500,000?

A: An applicant can write for less than the \$500,000, however the State really wants to maximize impact so the \$500,000 for 18 months seems a reasonable amount.

Q: Is there an expectation about subcontracting to Community Based Organizations (CBO’s) or is the State looking for just partnerships?

A: The model that was considered in developing the RFA had a strong connection to both Adult Education Programs and to Community Based Organizations. In the cases where there was no current infrastructure within the workforce system there were programs that subcontracted out. The reason why the State decided to make the eligibility requirements such that boards were eligible was to improve and make changes to the system to better address the needs of the population to be served. That can only happen when you invest in resources and partners. Applicants can contract out for specific services. Subgrant to partners that can deliver outreach or provide technical assistance (i.e. ESL classes, etc.). The connection needs to be establish with CBO’s for the grant to be successful.

Q: Do you want applicant’s to only write about services that are provided to an individual with Right-to-Work documentation? Is there an interest on behalf of the State to hear about the collective impact on communities that do not have Right-to-Work documentation?

A: The funding dollars used in the grant are federal dollars so the population to be served must have work authorization.

Q: Will you post the English Language Learner and Immigrant Workforce PowerPoint on the website?

A: Yes, the PowerPoint presentation that was discussed will be posted on the California Workforce Development Board website under initiatives.