HRCC: SB 1 Program Questions & Answers

Q&A Date: 12/6/19

General Program

1. **Does the awarded entity need to serve every county in their region?**

    Ideally there should representation throughout the region, but areas of project service delivery will depend on labor market demand and the partners delivering services. If there are gaps in services and locations this should be addressed in the Regional Investments section of the Program Narrative:

    Within your region, outline and describe geographical breakdown of areas covered, service delivery, and who is responsible for what within each individual project and project team.

    - *Explain how boundaries and distribution of services were decided.*
    - *Are there any areas within your region that will not be covered, resulting in potential gaps of service?*

2. **The RFA indicates that programs will be evaluated on several factors, including "regional impact." What specifically is meant by the term "regional impact?"**

    Since HRCC is centered on regional partnerships, we will be evaluating impact, outcomes, and opportunities related to pre-apprenticeship and apprenticeship that impacts or has an effect on the region and its counties. This may include progress and leverage in securing community agreements, evaluating scale and impact, how priorities and goals are being adopted throughout the region, and coordination and alignment with other regional initiatives. Detailed information on both program and participant evaluation will be provided during the onboarding process.

3. **What outcomes will grant recipients be required to track on SB1 grant funding?**

    Outcomes and reporting requirements have been outlined in the RFA on pages 12-14 under the sections: Performance & Reporting, Narrative Reporting, and CalJOBS.

4. **When does the 24 month grant period begin? Does it begin at award announcement (April 1, 2020), or program start date (September 1, 2020) or upon completion of the development phase that may occur after September 1, 2020?**

The grant term is 24 months and begins September 1, 2020 and ends August 31, 2022. The time between award announcement and grant start date will be used to finalize exhibits and contract execution. Within the 24 month grant term, up to six months can be used towards the development phase (which should occur at the beginning) and will count as part of the 24-month grant term. The CWDB will assess the success of development activities and deliverables and will make the determination for project to continue on to implementation.

Priority Populations

1. **Should every regional submission include a plan to increase women in the construction trades per the CA leg code?**

   Yes. On 11/20/2019 the RFA was revised (page 11) to make prioritizing women under SB 1 a requirement:

   > *Applicants must prioritize serving women to increase their representation in the building and construction trades, as per statutory language in SB 1 and the California Unemployment Insurance Code (Section 14230, subdivision e)). Prioritizing women as a target population under HRCC: SB 1 is required.*

2. **Can a program serve populations outside of the "priority populations" identified in the RFA and in the Participant Plan? For example, veterans or homeless?**

   The priority populations listed in the RFA and Participant Plan come directly from statue. You are required to prioritize <u>at least one</u> of these populations, however, you are not limited to serving only these populations. You can serve and prioritize other populations in addition to the required populations. If serving other populations they must be identified within the Participant Plan and an Outreach and Retention Workplan will be required.

3. **How are you defining "ex-offender"?**

   We are allowing the applicant to define the population they are serving under "formerly incarcerated".

Partnerships

1. **If a WDB chooses to not be a part of the partnership, will the proposal have to address this?**

   If a WDB covering counties within a region chooses to not be part of a partnership this should be addressed in the application in two areas:

1. Outreach that occurred to engage with the WDB and justification as to why they are not entering the partnership should be addressed in the Partnerships section of the Program Narrative:

   Describe the efforts to outreach, engage, and secure HRCC partnership commitments with required and optional partners. Describe the outcomes of those efforts.

2. *If* the absence of a WDB will lead to counties/areas not being served, this should be addressed in the Regional Investments section of the Program Narrative:

   Within your region, outline and describe geographical breakdown of areas covered, service delivery, and who is responsible for what within each individual project and project team.

   - *Explain how boundaries and distribution of services were decided.*
   - *Are there any areas within your region that will not be covered, resulting in potential gaps of service?*

   Keep in mind that at least one WDB is required for each region.

2. **Can a WDB partner with multiple regions, or are they bound to participate in just one?**

   WDBs can partner with multiple regions. Which regions they partner with should align with the counties they serve, existing partnerships and service delivery models, and labor market supply and demand.

3. **If a WDB is represented in more than one region, can they submit more than one application?**

   WDBs can partner with more than one region if the counties that WDB serves fall within multiple regions. It is up to the WDB to determine which and how many regional partnerships to join. Again, each region will submit just one application.

4. **If a WDB is partnering in two regions can it be the fiscal agent for both?**

   Yes, an entity can be the fiscal agent for more than one region if it best serves the needs of the partnerships.

5. **SB 1 legislation requires Transportation Agencies to partner with WDB's and Pre-apprenticeships. What is in place or suggested to connect these groups?**

   CWDB has met with and presented the High Road Construction Careers initiative to numerous state and local government organizations involved in SB 1 transportation programming. These organizations have been made aware of CWDB's SB 1 Workforce

Guidelines and this funding opportunity to invest in and partner with multi-craft pre-apprenticeship.

CWDB will research this further to explore possible ways to better connect these groups.

6. **If a BTC does not have a good working relationship with their region's associated Prop 39 project do they still have to partner?**

All listed BTCS and Prop 39 leads in a region are required. If a Prop 39 project wants to withdraw from the partnership it must be thoroughly documented in the Partnerships section of the Program Narrative:

Describe outreach, engagement, and outcomes of partnering with previous Prop 39 project(s) in your region. Explain which original partnerships and work will be expanded in the new SB1 regional partnership. If partnership with Prop 39 is not achievable, provide a detailed explanation as to why.

The goal of SB 1 is to have various entities come together to form a strategic partnership that will develop and support a regional pre-apprenticeship training program. Development of these regional partnership will involve identifying new partners, strengthening and expanding existing partnerships, and evaluating working history and relationships with past or required partners. This most likely will require a needs assessment on partnerships and evaluating successes, challenges, and opportunities prior to determining roles and responsibilities and program goals and outcomes. These regional HRCC partnerships should be viewed as your opportunity to address existing gaps and deficiencies in order to develop a long-term, sustainable program.

7. **Our local BTC will not give approval to the MC3 program unless we sign into a PLA. How should we move forward?**

We are still researching this question, both internally and with external partners and stakeholders. We are working on getting an answer as soon as possible.

8. **In what ways can other agencies in our area who receive RMRA funding participate in the pre-apprenticeship program if not applying (other than providing funding)?**

Road Maintenance and Rehabilitation Account (RMRA) funding is the largest account from SB 1. The cities, counties, and agencies receiving this funding play a unique role in the partnership as they are on the demand side of the labor market. These agencies are often the ones setting the terms of construction projects to ensure job quality, equity, and access – making sure either Project Labor Agreements, Community Workforce Agreements, or local hiring ordinances are being implemented or negotiated for those projects.

9. **The list of "encouraged partners" includes "local public agencies receiving SB 1/RMRA funds and local Public Works agencies." Can CWDB provide a list of local public agencies receiving SB 1/RMRA funds?**

   We are still researching this question, both internally and with external partners and stakeholders. We are working on getting an answer as soon as possible.

10. **Under the "Partnerships" section of the "Evaluation Scoring Rubric," the following questions is posed:** *"How will data and reporting be streamlined and reported back to the state with buy-in from core partners?"* **Is "core partners" synonymous with: required partners? Core conveners? Both?**

    For the most part, core partners and core conveners can be used interchangeably. They are the organizations and individuals within the partnership that will be involved in making major partnership decisions, communicating to and on behalf of other partners, and ensuring coordination throughout the region. The fiscal agent will be responsible for gathering information, findings, and data from partners and reporting back to the CWDB. In this specific context "core partners" is referring to this, which will require streamlined coordination between the different levels of partners (which could at times include communication with partners outside of those identified as the "core conveners").

11. **The RFA indicates that successful applicants are expected to implement high-road construction project policies and agreements such as Community Workforce Agreements (CWAs), local hire ordinances, and other relevant policies to ensure robust demand for apprentices and foster linkages between pre-apprenticeship and apprenticeship programs.**

    How does the CWDB envision applicants implementing agreements such as local hiring ordinances, as these are outside the authority of the convening partners and reside within the authority of local elected officials? Would it be more reasonable to expect that applicants would work with local officials to inform them of the advantages and encourage the passage of such ordinances?

    Some local jurisdictions in California have standing policies that require local and first-source hiring or the use of Project Labor Agreements (PLAs) and Community Workforce Agreements (CWAs) on certain specified construction projects. HRCC training partnerships should become aware of such policies in their area and support their implementation to the greatest extent feasible. Examples of how pre-apprenticeship programs have done this in California are provided in the CWDB's promising practices

report; see the CWDB's "SB 1 Workforce Guidelines" for additional information on this subject.

HRCC partnerships should include public agencies receiving SB 1/Road Maintenance & Rehabilitation Account (RMRA) funding as well as local Building & Construction Trades Councils (BTCs), and community-based organizations (CBOs), which are key entities in positions to support, negotiate adoption, and oversee execution of high road construction-sector policies as needed. Please refer to the "Making Collaboration Work: Best Practices for Community-Trades Partnerships" report for further information and examples.

The goal is for HRCC partnerships to facilitate robust placement opportunities for pre-apprenticeship graduates, and the kinds of high road policies and agreements noted above are established ways of doing so in the construction industry. The CWDB is not setting outcomes around this, and is allowing each region to determine their own goals in securing these agreements instead.

12. **Is it a mandatory requirement to work with the existing Prop 39 programs?**

Yes, all Prop 39 projects identified in a region will be required in the regional partnership. If a Prop 39 project wants to withdraw from the partnership it must be thoroughly documented in the Partnerships section of the Program Narrative:

Describe outreach, engagement, and outcomes of partnering with previous Prop 39 project(s) in your region. Explain which original partnerships and work will be expanded in the new SB1 regional partnership. If partnership with Prop 39 is not achievable, provide a detailed explanation as to why.

13. **What if there isn't a Prop 39 project in my region?**

The Prop 39 partnership requirement would not apply to you. Prop 39 is only a required in regions where they exist.

14. **Can you describe in more detail the role of the Prop 39 grantee to partner with other areas, i.e. what exactly do you what the partnership to accomplish. Is it to provide technical assistance or something more?**

Since HRCC is building on the success of the Prop 39 partnerships, the Prop 39 leads should bring with them the experience and partnerships from the original project. They can speak to the successes, challenges, and opportunities that they experienced and contribute to the strategy and development of the new regional partnerships. Each Prop 39 lead held a different role so their expertise may be in different areas depending on their organization type. For example, a Prop 39 lead that's a CBO/MC3 provider will

differ from a Prop 39 lead that is a WDB. They are an equal part of the partnership and the partnership as a whole should determine their role.

15. **Can you provide a link where we can find Prop 39 funded MC3 programs so that we can verify?**

    Page 17 of the RFA provides a breakdown of all Prop 39 projects and the regions they fall under. The links below also provide additional resources:

    HRCC Regional Map: The map gives a breakdown of counties, WDBs, BTCs, and Prop 39 projects in each region. To find the Prop 39 projects, use the filters (in the Legend). Hover your mouse over a project on the map, click on it, and there should be a pop up with the Prop 39 lead's contact information.

    Prop 39 Contact List: This list contains all Prop 39 projects and their contact (linked on page 11 of the RFA).

16. **If a labor region does not have a grant recipient for RFA funding, is it possible for a SB1 RMRA recipient to partner with another labor region or pre-apprentice program?**
    a. **If a recipient is able to partner with another labor region, what is the justification required to show that we are partnering?**
    b. **If a PLA, Community Workforce Agreement or local hiring ordinances cannot be implemented by a funding recipient, what other ways will HRCC accept that a recipient has met the pre-apprenticeship program requirements?**

    We are still researching this question, both internally and with external partners and stakeholders. We are working on getting an answer as soon as possible.

17. **What are the repercussions if an agency receiving RMRA funding does not participate in, invest in, or partner with a new or existing pre-apprenticeship training program?**

    We are still researching this question, both internally and with external partners and stakeholders. We are working on getting an answer as soon as possible.

18. **Which partners are required to be signatory to the joint MOU?**

    The CWDB does not make this determination. This is up to the partnership to decide. MOU's are not required but they are strongly encouraged.

19. **Can individual letters of commitment (one from each partner) be submitted in lieu of a joint MOU?**

    Projects may submit letters of commitment although they are not the same as MOUs. Please note that MOUs, agreements, and letters of support/commitment are

encouraged and can be attached to the application but are not required for this grant application.

20. **Is there a section in which we can include letters of support in addition to the MOU, from organizations that support the project but are not required partners?**

    Projects that wish to include letters of support (from any partners) with their application should save each letter as a PDF file and include them in the .ZIP file that will be submitted to the CWDB. This is strongly encouraged as it shows the commitment and buy-in from partners.

Multi-Craft Core Curriculum

1. **In the MC3, there's a 4-hour and 8 hour Green module. Which will be "required"?**

   CWDB requires that the 8-hour Green Construction module be taught as part of the MC3. Furthermore, North America's Building Trades Unions (NABTU) – the developer and owner of the curriculum – is instructing MC3 programs in California that accept HRCC: SB 1 funds that they must adhere to this requirement.

2. **If our program partners subs out teaching a portion of the curriculum, does that program have to go through MC3 training? Example. One of our program subs out the math portion of the curriculum. Does that provider have to go through MC3 training and be MC3 certified?**

   Regional training partnerships must comply with the following requirements of instructors that teach only a portion of the MC3: (1) an MC3 certified instructor/coordinator for the program must take the time to familiarize the subbed instructor with the Learning Management System of the MC3 and (2) the local Building & Construction Trades Council (BTC) must be fully aware of instructors teaching each section to ensure that there are no concerns with the instructors. This information is usually outlined in the implementation plan that the program submits to NABTU in conjunction with the local BTC.

3. **If a region has a MC3 Pre-Apprenticeship Program in place in connection with a traditional High School, can that program be integrated into the Regional Application in order to procure funding to expand that program?**

   Yes, MC3 programs at traditional high schools may be integrated into a regional application for HRCC: SB 1 funding. It is also important to be mindful of the priority populations to be served with this funding (e.g., disadvantaged youth that are 18-21 and therefore not in a traditional high school) when deciding how to distribute funding among MC3 programs operating within a region.

4. **Since MC3 does not include any hands on training can the SB 1 program include hands on training in the construction trades?**

   Yes. In the CWDB's [Promising Practice Report: Building a Statewide System of High Road Pre-Apprenticeship in California](#) applicants can find examples of how Prop 39 funded projects incorporated hands-on training in their pre-apprenticeship programs.

5. **What are the minimum numbers of MC3 trainees?**

   Participant goals and outcomes are up to the partnership to determine. CWDB does not set a number but will be looking at cost-per-participant to ensure that it is reasonable and allocable. For reference, the cost-per-participant for Prop 39 was $7,000. The justification and methodology for determining cost and the number of participants to serve should be clear in the Program Narrative.

Budget/Fiscal

1. **Do the rules on cash or in-kind match mirror federal requirements, or are they more flexible (i.e., leveraged resources)? The federal rules require that we document in-kind match to the same extent as actual grant costs; whereas, leveraged resources can be documented in other ways like letters of commitment, MOUs, etc.**

   Yes, federal rules apply. It is required to track in-kind/match expenses and report this on the monthly invoices.

2. **Will the fiscal agent be required to competitively procure the MC3 provider and/or CBO who is providing supportive services if those entities are included in the application?**

   Per [WSD 18-16 Guidance on Regional Awards](#), if entities have been outlined in the application (e.g. agency name, funding amount they will receive, services to be provided, etc.) and is approved by the CWDB, then this is considered procurement. It is recommended to review and follow local procurement policies as well.

3. **Can part of the 1:1 match be from partner organizations, or can the match only be from the fiscal agent?**

   Match can come from any organizations within the SB 1 partnership.

4. **One of the areas that the program will be evaluating is the regional impact. Can we allocate post pre-apprenticeship tracking in our budget when responding to the RFA or count it as in-kind?**

Yes, funds can be used for post pre-apprenticeship tracking and for program evaluation as long as they fall within the grant period. You will be required to track apprenticeship and employment retention for each individual (timeline and guidance on this will be provided during onboarding). Funding must be utilized and spent within the grant period. If your project needs to track or evaluate participant outcomes after the grant ends (for example, if a participant is placed in an apprenticeship program two months before the grant ends and you would like to track retention at the six-month mark) we will still be accepting and reviewing data but staff time/salaries will not be covered.

5. **Under the 10% limitation on indirect costs and admin, how would the personnel costs for a grant manager be classified?**

   This is determined based on the activities of the grant manager. If they are doing administrative functions, they should be billing to admin. If they are doing program activities then it should be billed to program.

6. **Can we create our own internal formula for how we distribute funding to partners? Example: A portion goes to Formula funding which would go to prop 39 recipients and Discretionary funding would go towards other non prop39 programs that are doing innovative things to address targeted populations?**

   Applicants develop their own budget and determine how funding is being distributed as a region.

7. **Can costs related to data collection, entry and tracking be accounted for separately from admin and indirect?**

   Yes. Applicants can build in program costs to do data entry.

8. **Since the pre-apprenticeship programs are typically 6-8 weeks, would the applicant be required to pay for all costs (student stipends, tools, transportations assistance, etc.) upfront before invoicing?**

   Since SB 1 is state-funded this grant will be done through cost-reimbursement through monthly invoicing. Since program costs will need to be covered upfront this is something that should be taken into consideration with determining the fiscal agent. In situations where reimbursement needs to occur immediately, grantees can submit invoices before the monthly due date. Grantees will be paid within 45 days after their invoice has been processed.

9. **If awarding bodies require HRCC outreach, pre apprenticeship, etc. in order for contractors to obtain construction contracts, are the awarding agencies required to track pre apprentice activities & payments similar to how certified payrolls are submitted to the California DIR to tracks workers' wages based on job title?**

We are still researching this question, both internally and with external partners and stakeholders. We are working on getting an answer as soon as possible.

10. **Under the "Communities of Practice" heading, it is stated that participation at in-person sessions is mandatory and budgets should include travel for "core project teams" to attend in-person meetings. For larger regions that are planning on hosting several sub-regional projects (under multiple BTCs, JATCs and MC3 providers), what is a reasonable number of individuals to budget travel for Community of Practice session attendance?**

It is up to the partnership to determine specific numbers, but attendees should represent the core members of the partnership throughout the region. We understand that these numbers may be large for regions with multiple projects. This should include at a minimum direct representation from BTCs, MC3 providers, CBOs, and WDBs. What you put in your application is just an estimate and you will be able to re-allocate funding to this as needed and as Community of Practice agendas and expectations become available.

11. **Are the "Allowable Activities" also representative of in-kind matching to grant funds?**
    - **If not, please provide a list of allowable in-kind activities.**

Yes, in-kind funds are to be used for the accomplishment of the project and should follow the allowable activities as described.

12. **Is the average Prop 39 cost per of $7,000 representative of actual student costs and not inclusive of in-kind services?**

The $7,000 cost per is all inclusive but represents only grant funds. If in-kind/match are factored in, this number will be higher.

13. **Are SNAP Employment and Training Reimbursement funds acceptable match funding source?**

Federal and state funds are allowable match unless the match funding stream prohibits it to be used as match.

14. **What qualifies as in-kind for the 1:1 match requirement? Also, can unfunded partners match?**

1:1 match would include activities, staff time, resources, etc. that support the project. The applicant would need to determine what is needed to support the project. Match can come from all partners - regardless if they are receiving funds or not.

Application Technical Details

1. **Do WDBs have to be the fiscal agent or can BTCs? Does the CWDB have a preference on who should be the fiscal agent?**

    Anyone in the partnership (who meets the eligible applicant criteria, page 15 of the RFA) can be the fiscal agent. This decision should be made by the partnership and should be the entity that would best deliver on the roles and responsibilities that fall under the fiscal agent. Responsibilities include:

    - Act as fiscal agent for regional funds, including accepting funds, ensuring that all Local Areas in the RPU agree to report all regional expenditures, and completing fiscal and programmatic reporting.
    - Allocate funds to Local Areas and partners as directed by the Regional Plan or agreed to by the Local Board Directors in the RPU.
    - Notify the State of any decision by the Local Boards in the RPU to change the fiscal agent, including documentation of the process used to select the new Regional Fiscal Agent.
    - Compile and submit reports of activities, expenditures, status of cash and closeout information by specified dates, as prescribed by the State.
    - Maintain performance outcome reports as required by the State.
    - Measure and report on regional indicators of coordination and alignment.

    Additionally, having prior grant management experience, knowledge of state and federal requirements, and experience using CalJOBS would be beneficial.

    More information on fiscal agent and regional awards can be found in the WSD 18-16 Guidance on Regional Award directive.

2. **Will only application be allowed per region?**

    Yes. The CWDB will only accept one application per region.

3. **Table of Contents lists Appendices A, B, D and E. Is an Appendix C intentionally omitted?**

    Yes, Appendix C was intentionally omitted.

4. **Formatting requirements prescribe the use of 12-point font and a maximum of 20 pages. Is single-line spacing acceptable?**

    Single spacing will be accepted.

5. Under the "Regional Investment" section of the "Evaluation Scoring Rubric," the following bullets are sequentially listed:

- *Outline and describe geographical breakdown of areas covered, service delivery, and who is responsible for what within each individual project and project team.*
- *Within your region, outline and describe geographical breakdown of areas covered, service delivery, and who is responsible for what within each individual project and project team.*
    - *Explain how boundaries and distribution of services were decided.*
    - *Are there any areas within your region that will not be covered, resulting in potential gaps of service?*

Is this an error?

Yes. Please disregard the first bullet (error). The prompts on the scoring rubric should mirror the Program Narrative template.

6. **On the Cover Page of the HRCC-SB1-Application-Workbook, what is the definition of the person who should sign on this line - Approval of Authorized Representative?**

The authorized representative is the individual with signature authority in the agency. Please note that there is also a "contact person" line on the cover page. The contact person may be the same as the individual with signature authority or they can be different. Whoever is listed under the "Contact Person" line will be the one the CWDB is in communication with regarding application questions and award notification. This individual should be someone who is responsive and easy to get in contact with.

7. **Would you please provide a link to the audio of this meeting?**

Unfortunately, we were not able to record the application workshop. If you have questions or need clarity, please contact us at HRCC@cwdb.ca.gov.

8. **Participant Plan (Form 5): Are those anticipated numbers for the "participants to be served" and "training" portion for the form? Also, for the placement portion are those actual numbers once the grant has started or anticipated numbers.**

Although your Participant Plan is an estimate, we are going to be evaluating participant performance and outcomes in relation to your project's projected numbers and goals throughout the grant term for all categories: enrollment, training, and placement. For this reason numbers should be realistic.

9. **Contracts (Form 9): What should projects include on this form (e.g. the amount subcontracted to partners)?**

Yes, all partners receiving funds under this project should be identified in Form 9. Include the name of the contractor, organization type, services to be provided, participants they plan to serve (if applicable) and the amount of funds to be allocated to that partner. The grand total on Form 9 (cell E14) should reflect the total from the Contracted column on Form 7 Budget Summary (cell E23).

10. **Budget Summary (Form 7) and Budget Narrative (Form 8): Should projects be including the Staff Salaries and benefits for all paid partners (subcontractors) or just for their own Admin?**

   All staff salaries and benefits should be included in line item 1 for admin, in-house and contracted. The totals on both forms should match. When noting Job Titles of Staff on the Budget Narrative, be sure to specify the name of the agency/partner/subcontractor where each staff is from.

11. **Participant Plan (Form 5): The instructions under "Individuals to be Served" ask us to provide the number of unique individuals by priority population (women, at-risk youth, etc.). Many individuals belong to more than one priority population – for example, a young woman of color who is formerly justice-involved would be considered a woman, an at-risk youth, an ex-offender, and an underserved racial/ethnic minority. How should we count individuals who may belong to multiple priority populations?**

   An individual that identifies as formerly incarcerated, a women, at-risk youth, and underserved racial/ethnic minority would not be counted as 4 "Individuals to be Served." This line should capture unique numbers only which means the individual would be noted as a 1 regardless of how many priority populations they fall under. Below the "Individuals to be Served" line, applicants can note all priority/other populations the individual is part of. For this individual, they would be marked a 1 under Disadvantaged Youth, 1 under Ex-Offender, 1 under Underserved Racial/Ethnic individual, and 1 under Women. The "TOTALS" column at the end (far right) will give applicants the overall number of unique individuals *and* individuals per priority population the region is proposing to serve.

12. **Budget Narrative (Form 8): Can you please provide an example of what you mean by "Provide narrative details to support the Budget Summary"?**

   Provide details of each expense in the Narrative Details column and list the associated cost in the Budget Amount column. For example, if you are allocating funds to supportive services, provide a description of what supportive services will be provided and the total amount. As a reminder all line item totals and the grand total on the Budget Narrative should match with the Budget Summary.

13. **Budget Summary (Form 7): Fiscal Agents are allowed to account for 10% of the grant correct? If that is the case, is the admin/indirect costs another separate 10% that our MC3 partners can include in the budget? Lastly, what do you mean by "In-House: costs that will be absorbed by the fiscal agent"?**

    Funds going to the fiscal agent should be charged on the Admin and In-House columns on the Budget Summary.

    Admin costs (column C) includes indirect cost and should not exceed 10% of the total request. For example, if the total ask for the region is $100,000 then the maximum the fiscal agent can allocate to Admin/Indirect Cost is $10,000. Only the fiscal agent can charge to Admin.

    In-house costs (column D) are direct costs charged to the fiscal agent's internal program (if they plan to have one). Expenses should reflect costs that support program delivery.

    If funds will be subcontracted to partners to deliver goods, services, run programs, etc., put them under Contracted costs (column E). Partners receiving funds cannot charge for admin/indirect cost (cells D10 and E10 are greyed for this reason) but can charge for everything else (e.g. staff salaries, facilities, instructional materials, etc.)

14. **Are additional attachments allowed to be submitted with the rest of the application? For example, letters of support, MOUS that document existing partnerships, or diagrams explaining programs.**

    Per response to question #19 in the Partnerships section of this Q&A, MOUs, agreements, and letters of support/commitment are encouraged and can be attached to the application but are not required for this grant application.

Funding

1. **Clarify the number of applications that will be funded and what will happen if more than one application is received from a region?**

    The CWDB will invest in a single HRCC pre-apprenticeship partnership per region and will only accept one application per region. All required and interested partners should coordinate with one another to develop one regional partnership and application.

2. **Is there an equitable regional apportionment of funding predicated on workforce size of each region?**

The CWDB will have a methodology that takes into consideration labor market demand and supply, participant size, geographical size, previous regional award amounts, etc. The proposal should address these factors and provide justification for the amount requested.

3. **How many years of funding will be released in the first round? If three years' worth of funding is available, does that mean you can you apply for 3x the amount you are seeking in the first round?**

   Up to $14 million is available at this time which covers the three years. The maximum award amount available to request under this RFA is $1.5 million.

4. **The RFA states: Grant Term is 24-months, September 1, 2020 – August 31, 2022. So does that mean each region has up to 1.5 million total for the 2 years? Up to $750,000 per region per year?**

   The *maximum* award amount each region can request is $1.5 million, however we do not have enough grant funding to award each region the maximum amount. The amount your region is awarded will be your total funding amount for the entire grant term. Funding requests should align with the applicants' projection of demand for new apprentices in the proposed region or service area and how many participants will be enrolled and served in order to meet demand. This alignment is best done through training partnerships involving individuals and organizations with real-time, actionable information and decision-making power. Additional information and resources to assist regions in assessing labor market demand and in forecasting apprenticeship and other employment opportunities

5. **The RFA states:** *"The CWDB received $25 million ($5 million annually for five years) to establish a pre-apprenticeship training program, beginning in 2019."*
   - **What does "beginning in 2019" mean given the fact that the program start date is stated as September 2020 (RFA page 19)?**
   - **If funding is for 5 years, why are grants for 24 months (RFA page 19)?**
   - **After the initial 24 months, is a renewal option contemplated for programs/partnerships that are performing successfully?**

   The CWDB started development of the SB 1 program in January of 2019. This date comes from statute in that the CWDB "shall establish a pre-apprenticeship development and training grant program, beginning January 1, 2019". Planning and development to implement these programs, stakeholder convening and engagement, and administrative lead times led to a September 1, 2020 grant start date. The CWDB is receiving annual funding for the SB 1 program for five years and it is up to the CWDB to determine

program requirements and timelines. We will be evaluating the effectiveness of the grant program throughout and will make adjustments as needed and when appropriate. We are currently in our third year of funding and all three years of funding (17/18, 18/19, and 19/20) are being released in this RFA. There will be additional funding available within the next two years that will be available however the requirements and details on how this funding will be solicited is not yet available.

6. **Will an RFA be released each year?**

   At this time the CWDB is not planning on an annual RFA release. We do have additional SB 1 funding and Greenhouse Gas Reduction Funds dedicated to HRCC that will be available within the next two years but an exact release date is unknown as this time.

7. **If we do not participate in a pre-apprentice program during this current RFA round of funding, will we be able to participate in the future?**

   We imagine these partnerships will be expanding and strengthening throughout the grant term and beyond which means new partners may be added at different times. If an organization is not a partner at the onset it doesn't mean they cannot join in the future, but it will be up to the partnership to determine.

Environmental Sustainability and Climate Change Mitigation

1. **The RFA states:** *"Through its High Road strategy and in accordance with its statutorily mandated role, the CWDB is currently advancing economic prosperity and addressing climate change."* **Can you provide examples of how the CWDB is addressing climate change?**

   Infrastructure development and rebuilding – in energy, transportation, and other sectors – is critical to meeting California's climate goals, and largely involves work in the building and construction trades. Given that construction work is short-term, the High Road Construction Careers initiative is designed to serve workers and the industry comprehensively: the initiative provides training and assistance to help people enter apprenticeship in the trades from where they are dispatched to various projects, some of which involve climate change mitigation activities (e.g., High Speed Rail construction, building energy retrofits, and renewable energy installation).

2. **Under the "Program Framework" section of the "Evaluation Scoring Rubric," the following question is posed:** *"How will the partnership further or advance the state's investment in environmental sustainability and climate mitigation within the climate sectors?"* **Can you provide examples of the state's investment in environmental sustainability and climate mitigation within the climate sectors?**

The State of California invests in projects that directly reduce or help facilitate a reduction in greenhouse gas emissions, such as:

- Transportation: High Speed Rail construction, public transit infrastructure development, pedestrian and bicycling infrastructure development, and electric vehicle charging infrastructure installation.
- Energy: building energy efficiency upgrades and renewable energy-generating and storage facility construction.
- Natural Resources: water conservation systems development, urban and community greenspace (e.g., parks) development and maintenance.

In addition to direct public investment from the State – from the Greenhouse Gas Reduction Fund, for instance – municipal and county governments invest in similar projects and activities. Financing may also be used to invest in such projects. Furthermore, public agencies are involved in overseeing private investment in many of the same kinds of projects and activities (e.g., investor-owned utility investments overseen by the California Public Utilities Commission).