Regional Plan Implementation/SlingShot 4.0

Application Webinar on 10/23/2020

Slide 1

Orientation Housekeeping

- The conference line will be muted.
- Use chat features for questions – questions will be answered at the end of the orientation.

- This presentation will be available on the State Board website –under the 'initiative grant program' bar, here:

  [CWDB Initiatives](#)

- State Board/EDD Introductions

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Staff Connections for RPI 4.0

- Angela Mendibles, Program Manager

- Cindy Harrington, Branch Manager

- Gloria Earl, Regional Coordination Manager

- Robin Purdy, Regional Support

- Tim Reynaga, WIOA Support Group Manager (Regional Advisors)

- Regional Advisors based on RPU assignment

  **Projects will be co-managed between State Board staff and the Regional Advisors at EDD

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Agenda

- Overview

- RFA content

- Funds and Terms

- CalJOBS

- Exhibits/Requirements

- Reporting

- Important Dates

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Three Application Opportunities

The Request for Application contains three opportunities for agencies to apply:

- Regional Planning Unit (RPU) Projects – the 15 RPUs in CA are eligible to apply. Amount is $4,940,000

- Technical Assistance- public and not for profit organizations, academic institutions, and private for-profit businesses are eligible to apply. Amount is $200,000

- Evaluation - public and not for profit organizations, academic institutions, and private for-profit businesses are eligible to apply. Amount is $200,000

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Overview

- Intent of funds is to develop regional leadership and organize regional industry leaders and workforce, education and economic development partners to attain scale and impact.

- RPI 4.0 should support efforts to implement the three policy objectives of the CA Strategic Workforce Plan:

  ➢ Foster 'demand-driven skills attainment' in 'high road' jobs that are in demand.
  ➢ Enable upward mobility for all Californians, including populations with barriers to employment.
  ➢ Align, integrate and coordinate program and service delivery.

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Overview cont.

- RPU Project funds will be allocated to regions proposing to implement one or more regional initiatives that furthers the three policy objectives of the State Plan and must include:

  ➢ Regional Organizer
  ➢ Regional Plan Implementation Activities
  ➢ Establish benchmarks and method to measure progress toward attainment of regional plan goals.

Technical Assistance and Evaluation funds will support these efforts.

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Regional Organizers

- RPU Project Applicants must include the costs to support a Regional Organizer

- Regional Organizers assist in building momentum and strengthening regional leadership by:

  - ➤ Identifying and enhancing partnerships with industry, education and workforce development leaders
  - ➤ Strategically maintaining ongoing collaborations to accomplish regional plan goals
  - ➤ Enhance communication between regions, local Workforce Development Boards, and the state

Page 3 of RFA

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Regional Plan Implementation Activities

RPU Project applicants must propose to provide one or more Regional Plan Activities, from two overarching options:

1. The development of an implementation plan for the 4-year regional plans due in 2021, and

2. Systems Change Initiatives focusing on race, equity, high road economy and COVID-19 response.

Pages 3-4 of RPI 4.0 RFA

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RPI 4.0 – RPU Project Outcomes

- Regions select Regional Plan Implementation Activities and identify the appropriate Regional Indicators of Coordination and Alignment.

- Goals and outcomes are aspirational and will need to be reviewed and modified over time.

- Application includes how the RPU will track, measure, and accomplish the outcomes of the selected indicators by:

  - ➤ Establishing benchmarks
  - ➤ Developing a system to collect and report accountability data, and
  - ➤ Connecting the data to the Regional Indicators of Coordination and Alignment and Regional Plan outcome goals.

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RPU Project Outcomes, cont.

- Tracking of participants may begin during the RPI 4.0 grant period but it is not required.

- The outcome for RPI 4.0 is to establish benchmark(s), tracking system(s) and measurement methods to align with the 2021-2024 Regional Plans.

Grantees will work with the TA Provider and Evaluation Team on benchmarking and collecting data.

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Regional Indicators of Coordination and Alignment

Indicator A

- Region has a process to communicate industry workforce needs to supply-side partners

  ➢ Outcome 1: Region has developed benchmarks and measurements to track improvement in the number of individuals placed in jobs that align with the sectors and occupations emphasized in the Regional Plan.
  ➢ Outcome 2: Region has developed benchmarks and method to track workforce partner professional development training on priority sectors and industry workforce needs.

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Regional Indicators, cont.

Indicator B

- Region has policies supporting equity and strives to improve job quality.

  ➢ Outcome 1: Region has developed benchmarks and measurements to track progress towards ensuring equity and job quality and serving employers who provide quality jobs that provide economic security through family sustaining wages and comprehensive benefits.
  ➢ Outcome 2: Region has developed benchmarks and measurements to track individuals that complete training and/or attain industry recognized credentials aligned with the sectors and occupations emphasized in the Regional Plan.

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Regional Indicators, cont.

Indicator C

- Coordinate Region has shared target populations of emphasis.

➢ Outcome 1: Region has a system to ensure target populations are served equitably. This may call for new ways to use the demographic data and analysis collected on the individuals enrolled in the regional workforce system or modifications of existing processes to get to the same end.
➢ Outcome 2: Region has a system to assess the number of individuals placed on a path to the middle class, including incumbent worker training strategies to ensure progression along career pathways.

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Regional Indicators, cont.

Indicator D

- Region deploys shared/pooled resources to provide services, training, and education to meet target population needs.

  ➢ Outcome 1: Region has a system in place to track co-enrollment strategies to engage with participants holistically and track individuals that complete training and/or attain industry recognized credentials aligned with the sectors and occupations emphasized in the Regional Plan.
  ➢ Outcome 2: Region has developed benchmarks and method to track workforce staff and partners professional development training on services, training and education to meet target population needs.

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In Summary – RPU Projects Should

1. Select an RPI Activity category – Regional Plan Implementation or Systems Change Initiative

2. Identify the specific activity(ies). Examples in RFA on page 3-4

3. Review the 4 Key Regional Indicators and ask yourself which Indicator(s) best apply to the activity(ies) proposed

4. Describe the process to achieve the outcomes associated with the selected Indicators
   - Benchmarks
   - Measurements

5. Note: During the grant period the Technical Assistance Provider and Evaluator (selected under this RFA) will work with each RPU to develop benchmarks and tracking systems for the Indicators selected

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Example #1:
RPI Activity: System Change Initiatives

RPU selects "Professional development, training, and capacity building of workforce staff and partners"

- Key indicators:
  - ➢ Indicator A: Region has a process to communicate industry workforce needs to supply-side partners, and
  - ➢ Indicator D: Region deploys shared/pooled resources to provide services, training, and education to meet target population needs

- Outcome A1 – Benchmark # participants enrolled/hired in targeted sectors

- Outcome D1 – Develop system to track co-enrollments and industry recognized credentials aligned with target sectors

- Outcome A2 and D2 – track numbers of workforce staff trained and evaluate impact of professional development on targeted sectors

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Example #2:
RPI Activity: Regional Plan Implementation
RPU selects "Facilitating community conversations, engagement, and/or training on issues of race, equity and high road principles for the purpose of promoting improved service delivery, income mobility for individuals with barriers to employment, and growth in the regional economy." Funds will be drawn down in CalJOBS

- Key indicators:
  - ➢ Indicator B: Region has policies supporting equity and strives to improve job quality, and
  - ➢ Indicator C: Region has shared target populations of emphasis

- Outcome B1 & C1 – describe where the region is starting from and what it will implement on equity, job quality and target populations

- Outcome B2 and C2 – describe how progress will be measured towards assuring equity and job quality

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Technical Assistance

The Technical Assistance Provider will convene regional staff to share information, provide expert advice, perform one-on-one consultation, provide ongoing technical assistance, and offer a variety of trainings.

Work in coordination with the RPI Evaluation Team, to support the establishment of benchmarks for Regional Plan goals and develop methods to track progress and measure success for each of the 15 RPUs.

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Technical Assistance, cont.

TA provider applicants must show experience and qualifications in the following:

- Comprehensive understanding of the workforce system, publicly funded innovation initiatives, and public policy;

- Skill set of working with both public and private stakeholders;

- Working with the broader workforce system including local boards, Community Based Organizations (CBOs), training providers, and workforce intermediaries as well if any members have a background in social justice advocacy; and

- Technical assistance for regional projects/work.

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Evaluation

The Evaluation will focus on qualitative and quantitative data to assess the success of the investment in developing:

- Regional partnerships;
- Regional career pathway programs that result in placement of populations with barriers to employment in quality jobs; and
- Regional administrative efficiencies and decision making.

The Evaluator will collectively work with the State Board to develop a work plan, timeline, interim deliverables, and co-produce a final report with policy recommendations based on findings.

The Evaluator will also work with the RPUs, the Regional Organizers and the RPI 4.0 Technical Assistance Provider to assist in the development of benchmarks and methods to measure progress, evaluate the effectiveness and success of Regional Plan Implementation efforts, identify lessons learned, and make recommendations for future investments.

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Evaluation cont.

The RPI 4.0 Evaluator should have the following minimum qualifications:

- Experience working with the broader workforce system including local boards, community-based organizations, training providers, and workforce intermediaries; preferably with a background in social justice advocacy;

- Accredited and published applied qualitative research;

- Experience working with economic development initiatives, including employer-led sector strategies and employer engagement strategies;

- Comprehensive understanding of the workforce system, publicly funded innovation initiatives, and public policy;

- Skill set of working with both public and private stakeholders; and

- Evaluation program management.

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Request for Applications/Funds

- Workforce Innovation and Opportunity Act funds

- Up to $4,940,000 available for RPU Projects

- Award amounts will be between $100,000 - $500,000

- Another $200,000 available for Technical Assistance

- Another $200,000 available for Evaluation

- Applications are due December 4, 2020

- Awards will be announced in February 2021

- Grant term estimated to start April 1, 2021 and run to September 30, 2022 for RPU Projects and Technical Assistance

- Evaluation is estimated to start April 1, 2021 and run to December 31, 2022

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Forms

- Project Cover Page

- Exhibit D Project Narrative – RPU Projects

- Exhibit D Project Narrative – Technical Assistance

- Exhibit D Project Narrative - Evaluation

- Exhibit E Funding Expenditure Plan

- Exhibit F Budget Summary

- Exhibit F2 Budget Narrative

- Exhibit G Supplemental Budget

- Exhibit I Work Plan

- Exhibit J Partner Roles and Responsibilities

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Exhibit Workbook Instructions

- The first tab is instructions and includes information regarding each exhibit.

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Project Cover Page

- New section at the bottom requesting information on if the RPU/Local Boards are serving participants so that the appropriate grant codes can be assigned to each Local Board

- Note the checklist at the bottom, it is very important to include all required documents with the application packet.

- Each RPU must have a letter stating who the Lead Fiscal Agent with signatures from each local Board partner in the RPU.

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Exhibit D - Project Narrative

There are separate forms for RPU Projects, Technical Assistance and Evaluation

- Each question identified in the Application Evaluation Rubric (in the RFA) has been sectioned out for the project narrative.

- There is no limit to the characters in the text box, but we do request that the responses are sufficient and succinct as much as possible.

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Regional Indicator Question

- Above this section in Exhibit D for the projects, you will outline what Regional Implementation Activities the RPU will be working on.

- In this section, you will list each briefly, and then in the next box identify which Indicators and respond about the starting point and how progress will be tracked, etc.

- There are several boxes so each activity should be listed separately.

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Exhibit E – Funding Expenditure Plan

- This is a quarterly expenditure sheet.

- Make an estimated best guess on quarterly expenditures. Please do not take the amount and divide by six quarters.

- Match is not required for RPI 4.0.

- The administrative cap is 10%. Make an estimated best guess on quarterly expenditures.

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Exhibit F – Budget Summary

- The WIOA 15% column are the RPI 4.0 funds and are the Governor's Discretionary dollars.

- Budget amounts in Exhibit F should be consistent across Exhibit F2 Budget Narrative and Exhibit G Supplemental Budget and all totals should align.

- Match is not required for RPI 4.0

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Exhibit F2 – Budget Narrative

- This form has been updated to an excel spreadsheet so it could be included in an exhibit workbook, have the staff calculations occur by formulas, and provide links to resources for regulations and rules for spending
- Under each category of expenditures – include details about how the funds will be used.

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Exhibit G – Supplemental Budget

- This form has been updated to include links to regulations and rules, and separates out subrecipients and contractors. Review EDD directive WSD 18-06 Subrecipients and Contractor Distinctions.
- Top portion is for equipment items with a useful life of more than one year and a cost that exceeds $5,000. Prior approval is required for purchases over $5,000 and will be requested upon award and during exhibit revisions.
- The middle portion is for all funds that will be contracted out. Procurement rules apply and if procurement still needs to occur in order identify the contractor you can write TBD but this form must be updated once a contractor is selected.
- The bottom portion is for Sub-recipients and does not require procurement- this is for Sub-recipients that carry out a portion of your program. You will need to provide the services/activities the sub-recipients will be providing, the cost, and the agency providing services/activities.   Since the RPI 4.0 funds are required to be received by one Local Board in an RPU and that Local Board is required to distribute funds to partner

Local Boards, the partner Local Boards should be listed as subrecipients in Exhibit G, F, and F2.

- Recommendation – update local procurement policies to include language about viewing Local Boards as subrecipients for Regional Awards when a Lead Fiscal Agent is required.

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Exhibit I – Work Plan

- Activities should provide enough information to understand what is occurring. This is considered a scope of work so if there are significant adjustments it will need to be amended.
- It should contain enough detail to provide an overview of each activity but not so extreme that any slight variation would require a modification.
- Enter completion dates for each activity and if there is an activity that will occur across quarters, you can use 'ongoing' but the final time it occurs should include an end date.
- We request that each quarter's list of activities is not copy and pasted quarter after quarter.

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Exhibit J – Partner Roles and Responsibilities

- Exhibit J should provide a snapshot of all entities participating in the RPI 4.0 projects. Under Workforce Development Boards include the Lead Fiscal Agent and each Local Board in the RPU and explain their role. For all other partners list the agency and how they will contribute to the project.
- Match is not required so it is not necessary to complete columns C and D.

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Letter Agreeing to Lead Fiscal Agent

- All applications must include a letter identifying which Local Board will act as the Lead Fiscal Agent and include signatures from all partner boards supporting this.

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Participants

- Note on the cover page of the application if a Local Board in the RPU is serving participants and list which populations per board
- Enrollment will occur in CalJOBS and through the Adult, Dislocated Worker or Youth application
- Eligibility needs to be met for each
- Case management needs to occur similar to WIOA Title I programs

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Fiscal

- Funds will be added to the Lead Fiscal Agents WIOA subgrant
- The Lead Fiscal Agent will need to establish agreements with the Local Boards in the RPU to outline scope of work and allocate funds.
- The Lead Fiscal Agent will incur expenditures against the award and these costs will be reimbursed through a Cash Draw in CalJOBS
- The Lead Fiscal Agent will be responsible to ensure that all subrecipients and contractors are adhering to the WIOA and OMB regulations.

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Reporting

- Awarded agencies must report expenditures into CalJOBS and perform cash drawdowns for reimbursement

- For RPU Projects that are serving participants, data must be entered into CalJOBS

- CWDB staff will provide quarterly report templates – the report schedule and details will be shared during the Orientation Webinar

- Closeout reports are required once the project completes

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WIOA Administrative and other Requirements

Prior to completing the application it is important to read and review links in Section 7, Administrative and Additional Requirements.

- RPI 4.0 are WIOA funds and all applicable federal and state laws/regulations apply.

- RPI 4.0 funds will be monitored by the EDD Compliance Department, similar to WIOA Title I monitoring.

    - ❑ The Lead Fiscal Agent will be monitored and required to monitor subrecipients and contractors to ensure compliance.

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Important Dates

- Posted weekly on the CWDB website. All questions submitted by November 20th. Final answers will be posted November 27th.

- Applications Due- December 4, 2020

- Award Announcement- February 2021

- Program Start- April 1, 2021

- Grant Term End- September 30, 2022 for projects/TA, December 31, 2022 for Evaluation

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Thank you for attending the webinar

- All questions in the chat box will be answered

- Type additional questions in the chat box or email your questions to RPI Information Email

- Q&A will be posted to the CWDB website CWDB Initiatives