Workforce Accelerator Fund 10

Weekly Q&A as November 30, 2021

QUICK INDEX

Applicant Criteria

Q: Who is eligible to apply for Accelerator 10?
A: Eligible applicant criteria can be found in the 'Eligible Applicants' section of the RFA, page 17. Individuals and for-profit business are not eligible to apply.

Q: Are there any applicant pre-requisite qualifications for Accelerator 10?
A: Eligible applicant criteria can be found in the 'Eligible Applicants' section of the RFA, page 17. In addition, each project category (New, Innovation Impact, and Technical Assistance) has varying criteria. This is outlined in the 'Project Categories' section of the RFA, page 11, as well as the funding table on page 15 of the RFA.

Q: Do applicants have to have been a previous subrecipient of WIOA funds to apply for Accelerator 10?
A: Select project categories and funding amounts require the applicant have experience and success in managing a WIOA funded grant program, but not all. Applicant requirements for each project category are outlined in the 'Project Categories' section of the RFA, page 11, as well as the funding table on page 15 of the RFA.

Q: Are current Accelerator subrecipients (Accelerator 8.0 or 9.0) eligible to apply for the Accelerator 10 grant program?
A: Yes, current Accelerator subrecipients are eligible to apply. Select project categories and funding amounts have specific applicant criteria that must be met. This information is outlined in the 'Project Categories' section of the RFA, page 11, as well as the funding table on page 15 of the RFA. Note that applicants applying for Innovation Impact or New projects over $150,000 must have successful experience running a WIOA funded project. Accelerator 9.0 projects will not count towards this as the grant is still in its early phases of implementation. Successful Accelerator 8.0 projects (and past cohorts) will be considered. This will be vetted/confirmed prior to awards to ensure eligibility criteria has been met.

Q: What is considered "direct experience running and managing a WIOA funded program"?
A: Direct experience running and managing a WIOA funded program means that the applicant organization has been the direct Subrecipient of a WIOA funded grant program. This means the applicant has direct experience managing a WIOA funded project, are well versed with WIOA Title 1 and the Code of Federal Regulations, Title 2 (Uniform Guidance), and can responsibly manage grant program and meet WIOA requirements if awarded.

Q: Would an AB1111 grantee meet the "direct experience running and managing a WIOA funded program" requirement?
A: No, because AB1111 is state funded. Management of this grant alone would not meet the requirement of direct experience running and managing a WIOA funded program.

Q: Would a HRTP: CCI grantee meet the "direct experience running and managing a WIOA funded program" requirement?
A: No, because HRTP: CCI is state funded. Management of this grant alone would not meet the requirement of direct experience running and managing a WIOA funded program.

Q: Would experience with CalJOBS be sufficient and count towards the "direct experience running and managing a WIOA funded program" requirement?
A: No, CalJOBS experience alone would not meet the requirement.

Q: If an organization provided WIOA services but was not the agency directly funded (not the subrecipient) would this meet the "direct experience running and managing a WIOA funded program" requirement?
A: No, this would not meet the requirement as the organization was not the direct Subrecipient.

Q: Are applicants eligible if they are not currently operating in California?
A: No. Eligible applicants must operate in California, have a California registered organization address, and serve residents of California.

Q: Can a for-profit business apply or would a non-profit partner have to be the applicant?
A: For-profit businesses are not eligible to apply. For-profit businesses are allowed to be a partner.

Q: What is the 'WIOA Declaration' that an applicant must agree to in order to complete the WAF 10 application?

A: Each applicant must confirm one of the following: 1) Applicant is aware and willing to become familiar and comply with WIOA Title 1 and the Code of Federal Regulations, Title 2 (Uniform Guidance) to responsibly manage the grant program and meet WIOA requirements if awarded or 2) Applicant confirms they have direct experience managing a WIOA funded program, and are well versed with WIOA Title 1 and the Code of Federal Regulations, Title 2 (Uniform Guidance), and are able to responsibly manage the grant program and meet WIOA requirements if awarded. Applicants must review the applicant criteria for each project category to see which applies.

Q: Is a university eligible to apply for Accelerator 10, or does it need to partner with an organization?
A: Yes, a university is eligible to apply. An Eligible Applicants list can be found on page 17 of the RFA.

Q: We have experiencing managing WIOA, ensuring that our students meet the criteria and that our program is in alignment with WIOA guidelines. We have however, mostly relied on our WIOA partners to enter client data into CalJobs. Since our existing grant did not allow us to pay for student salaries, we have relied on our WIOA partners to pay those salaries and enter data into CalJOBS, which has helped us meet our match requirements. Are you able to tell us if our experience with this existing grant will be sufficient to meet the WIOA experience requirement?
A: The CWDB is still researching this answer. It will be included in next week's Q&A. We appreciate your patience while we conduct further research.

Accelerator Grant Program

General

Q: Can an application be submitted for an ongoing project (awarded through an earlier cohort)?
A: Yes, as long as it is a distinct and separate project that will expand, scale, and/or replicate existing or past work. It cannot be the same project and there must be clear, new points of innovation.

Q: Can an organization submit more than one application?
A: Yes, but only one draft application per project category can in progress at a time in the Cal-E-Grants system. Once you submit an application, you will be able to start another one.

Q: Is it permissible to apply for more than one project per category, i.e. two new accelerator projects or two innovation impact projects? We understand that only one application per category can be live in the Cal-E-Grants system at a time, but wanted clarification if this meant that organizations are limited to applying to only one project per category.
A: There is currently no limit to how many applications an organization can submit. However, the Cal-E-Grants System will only allow one open application to be in draft, per project category, at one time.

Project Design

Q: Is the Accelerator grant program looking to fund projects that prioritize employers training employees, or would a youth workforce development job training program operating as a social enterprise be an appropriate project (providing wrap around supportive services and job assistance with the goal of job placement)?
A: The CWDB cannot weigh in or provide feedback on the specifics of a proposed idea during the application period, but what is described would be an appropriate Accelerator project. Projects do not have to focus on employers training existing workers (incumbent workers).

Q: Is planning/research and development allowed under this grant program?
A: Yes. Not all projects have to be implementation projects and planning/research and development is allowed. However, long-term goals and impact should be clearly outlined for all research and development based scopes of work.

Q: Do research and development projects require an implementation component?
A: No, implementation does not need to occur within the grant term. However, long-term goals and impact should be clearly outlined for all research and development based scopes of work.

Q: If the program is a registered apprenticeship that includes credit from community college, is this acceptable?
A: As long as the participant meets the Out-of-school Youth definition at the time of enrollment, they are eligible. Education and training that is part of the proposed project work plan is allowed.

Grant Term

Q: Is the possible extension to March 31, 2024, a no-cost extension? What are the circumstances that would result in an extension?
A: Various circumstances with the project could determine whether or not a no-cost extension to 3/31/2024 is needed. Starting mid-grant term, the project will work with the CWDB staff to make that determination.

Q: The RFA and 11/18 Workshop Presentation list the grant term as 18 months, but 6/1/21 to 12/31/23 would be 19 months. Can the CWDB confirm?
A: The Accelerator 10 grant term is 19 months (6/1/2021 – 12/31/2023). This was an error and will be corrected in both the RFA and the presentation.

Target Populations

General

Q: Can a project serve more than one target population?
A: Yes.

Q: Can a project benefit populations outside of the listed target populations?
A: Yes, as long as the project serves at least one of the listed target populations they are more than welcome to prioritize additional/not mentioned populations. Please include this information within the application.

Q: How should projects indicate when populations cross? For example, what if a project serves homeless youth between the ages of 18 – 24?
A: You must first determine if you are serving Out of School Youth (by WIOA definition) or Adults/Dislocated Workers. Your participants must fall within one of those categories and meet the eligibility for that category. Then you identify the Target Population(s) of those eligible participants. So in your example, if you are serving youth, 18-24, they must first meet the out of school youth eligibility requirement prior to identifying them as your housing-insecure/homeless target population. If you register this age group as adults and they meet the WIOA eligibly for adult, then you can also serve them in your housing-insecure/homeless target population. The Participant Plan within the online application will capture this information.

Q: Can the CWDB clarify the target populations?
A: Target populations are listed with definitions in the Target Populations section of the RFA, page 7. Projects must serve at least one of the target populations listed and individuals may fall in more than one category (Example: someone can be both homeless/housing insecure and a veteran and would be tracked as both). Note that target populations are different and separate from WIOA eligibility – which also must be met for each participant served.

Q: Will applications with a target population not included in the listed populations groups be considered for funding?
A: The project must serve at least one of the target populations listed in the RFA. Projects are more than welcome to prioritize additional/not mentioned populations in addition to, but at least one of the listed target populations must be served/identified in order to be considered.

Homeless/Housing Insecure

Q: What is the definition for 'Homeless' under Accelerator 10?
A: Taken directly from page 7 of the RFA: A homeless and/or housing insecure individual lacks a fixed, regular, and adequate nighttime residence; has a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; is living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements; is an unaccompanied or migratory youth; and/or is fleeing domestic violence or life-threatening conditions in the individual's current housing situation.

Q: What documentation is needed if serving 'Homeless/Housing Insecure' individuals?
A: Self-certification, self-attestation, or registration at an organization providing homeless services would be acceptable documentation sources. More detailed guidance and assistance will be provided in further detail to awarded projects.

Immigrants

Q: Would undocumented immigrants be eligible to be served?
A: Yes. Awarded projects will be provided with appropriate guidance that is best suited for your organization and the participants being served.

Q: As a target population, does the WIOA definition of immigrants include second generation immigrants? Or is the definition limited to first generation immigrants?

A: The target population definition of Immigrants is limited to those who were foreign-born and native-born residents of the United States.

Youth

Q: What is the age group for 'Youth' under Accelerator 10?
A: Accelerator 10 projects are required to serve only Out-of-School Youth (OSY), ages 16 – 24 (following the WIOA definition for OSY). Definition and eligibility requirements for OSY can be found in the Participant Eligibility section of the RFA (Youth eligibility starts on page 39).

Q: Can In-School-Youth (ISY) be served?
A: No, In-School-Youth is not allowed under Accelerator 10.

Q: Can Out-of-School Youth (OSY) be enrolled in courses at a community college as part of the training/services?
A: Yes, as long as they meet the Out-of-School Youth definition at time of program enrollment.

Q: Can the Workplan include OSY that will get educated with the help of the project organizers to obtain their high school diploma in order to qualify for the jobs that the project aims to get them into?
A: Yes, as long as they meet the Out-of-School Youth definition at time of program enrollment.

Q: If trying to work towards a certificate or credential and enrolling in our Apprenticeship program in order to remove barriers toward achieving this goal, can OSY still be eligible if taking a class/classes towards that certificate?
A: Yes, as long as they meet the Out-of-School Youth definition at time of program enrollment.

Q: Are 18 – 24 year old youth in school transition programs considered eligible?
A: The individual would not be eligible as an Out-of-School youth if they are currently attending any secondary or post-secondary program, unless they are enrolled in a program that meets one of following exceptions outlined in [Workforce Services Directive WSD17-07](#):

- WIOA Title II Adult Education, YouthBuild, Job Corps, high school equivalency program, or dropout re-engagement programs.
  - A youth attending a high school equivalency program funded by the public K12 school system who is classified by the school system as still enrolled in school are the exception; then they would be considered an in school youth

- Non-credit bearing postsecondary classes.
- A charter school program that provides instruction exclusively in partnership with WIOA, federally-funded YouthBuild programs, federal Job Corps training or instruction, California Conservation Corps, or a state certified local conservation corps.

Q: Can youth who have graduated from high school but are not attending school be considered OSY?
A: Yes. If the individual is not currently attending any secondary or postsecondary school, is 16-24, and meets one of the identified barriers outlined in Workforce Services Directive WSD17-07 than they would be eligible as an Out-of-School youth.

Q: How does eligibility work when participants are involved in linked-learning opportunities and/or work-based learning?
A: The individual would not be eligible as an Out-of-School youth if they are currently attending any secondary or post-secondary program, unless they are enrolled in a program that meets one of following exceptions outlined in Workforce Services Directive WSD17-07:

- WIOA Title II Adult Education, YouthBuild, Job Corps, high school equivalency program, or dropout re-engagement programs.
    - A youth attending a high school equivalency program funded by the public K12 school system who is classified by the school system as still enrolled in school are the exception; then they would be considered an IS youth
- Non-credit bearing postsecondary classes only.
- A charter school program that provides instruction exclusively in partnership with WIOA, federally-funded YouthBuild programs, federal Job Corps training or instruction, California Conservation Corps, or a state certified local conservation corps.

Other target population(s) in geographic locations impacted by COVID-19

Q: Does the target population of 'Other target populations in geographic location(s) disproportionality impacted by Covid-19' have to be only geographic related or can it be other demographics (race/ethnicity, income, industry across locations, etc.) How rigorous does the data justification and evidence for the disproportionate impact need to be?
A: The geographic location is a requirement of this population and cannot be waived. As long as that criteria is met it is up to the project to determine other demographics of this group and

who it plans to serve. Justification and supporting evidence must clearly demonstrate the disproportionate impact by COVID-19 and be able to produce this documentation if requested.

Bonus Points

Q: If a project serves youth who fall under the Homeless/Housing Insecure target population, would it be eligible to receive the bonus points?
A: Yes. Any project that plans to serve Homeless/Housing Insecure individuals is eligible for up to ten bonus points. Five points under the program narrative and five points if Project Team has experience working with these populations.

Q: If a project served both Homeless and Justice-involved Individuals would it still be eligible for the bonus points?
A: Yes, Applicants that plan to serve the immigrant population and homeless/housing insecure may be eligible for up to ten bonus points. This is not impacted if serving additional target populations in addition to the bonus point target populations.

Q: If the High Road definition of "Equity" includes immigrants, people of color, and housing insecure, why does serving only immigrants and housing insecure qualify for receiving bonus points? Is there a reason for not including people of color for bonus points?
A: In the FY 2021/22 state budget process, these two populations were identified by the Labor Agency and the Governor's Office as a priority, *in addition* to focusing on equity and equitable access for communities of color or those most impacted by the pandemic. Bonus points are not to take away from any other application but rather to elevate two specific target populations, of which many are also communities of color.

Project Categories

New Project

Q: Can a New Accelerator Project not serving participants directly but, instead, convene the Project Team and other workforce stakeholders?
A: Yes, New Accelerator Projects are not restricted to serving participants directly, and may include design, development, testing, piloting, and/or implementation activities, to be determined by the scope and target of the project and the Project Team partners. These New

Accelerator Project activities can include connecting or "bridging" workforce programs directly to quality jobs. More eligibility information on New Accelerator Projects can be found on page 11 of the RFA.

Innovation Impact

Q: Do Innovation Impact projects have to be one that an organization implemented itself, or can it be one that was implemented by another organization?
A: Both would apply. It could be a project that your organization previously implemented or one that was done by another organization that you are looking to adapt, replicate, or scale.

Q: For the Innovation Impact category, would an entity be eligible with delivering Title 1 programming but not Title 2?
A: If you are referring to eligibility based on experience managing WIOA funds, yes.

Technical Assistance

Fiscal & Allowable Costs

Q: Can grant funds be used to pay participant wages or stipends?
A: Yes, wages and stipends are an allowable use of grant funding as long as they are allowable, reasonable, and allocable. They must also serve a business purpose (and this will need to be clearly demonstrated). It will require prior written approval (process will be initiated by CWDB if project is awarded) and the organization will need to have a formal policy in place (or create one if it does not exist). The applicant must include detail within the Budget Narrative demonstrating how stipends are tied to the program, work experience that will result in receiving, and what form/method they will provided in. Please refer to the EDD/CWDB directive on Allowable Costs and Prior Written Approval for more information and requirements: Allowable Costs and Prior Written Approval Active Directive.

Q: Are subcontracted services permitted and is procurement required?
A: Yes, subcontracted services are allowed. Applicants must categorize contracted funds as either a Contractual Service or Subrecipient. Review WSD 18-06 to distinguish between the

two. All contractual services must be competitively procured in accordance with federal and state procurement regulations and policies. Review Procurement Standards (Sect. 200.318) in the Federal Uniform guidance, 2CFR200 and the Procurement of Equipment and Related Services Directive (WSD17-08) for additional guidance. More information can be found in the Contractual Services and Subrecipients section of the RFA, page 37.

Q: Does existing procurement (previously procured) satisfy the procurement requirements when identifying a subcontractor?
A: The CWDB is still researching this answer. It will be included in next week's Q&A. We appreciate your patience while we conduct further research.

Match Funds

Q: Can WIOA funds be used as match?
A: No. Federal dollars, including WIOA, cannot be used as match for Accelerator 10. We have corrected the RFA to clearly state this. The CWDB apologizes for any confusion.

Q: Will federal funds that are used to fund staffing be accepted as in-kind match?
A: No. Match from federal funding sources are not allowed.

Q: Can California Apprenticeship Initiative (CAI) funds be used as match?
A: It is up to the applicant to research and determine the allowability of other funding sources, following the funding source rules, regulations, and guidelines for use as match. In this situation you would need to confirm with CAI as the funding source to see if allowable. Note federal dollars cannot be used as match for Accelerator 10.

Q: Do match funds have to be secured at time of application?
A: Yes, match should be verified/secured at time of application.

Q: Does 1:1 or 100% match mean that an applicant would need to have the amount that would be awarded liquid in their account?
A: The 1:1 match can be either cash or in-kind. While this "cash match" does not need to be available all at once at time of submission, grantees who choose to provide cash match must fill out a Funding and Expenditure Plan that details match amounts on a quarterly basis. The State will not verify funds at time of application/award, but this will be thoroughly reviewed if monitored and documentation of match funds spending must be recorded throughout the grant term. Meanwhile, "in-kind match" is a non-cash contribution of value provided by the

grantee e.g., value of services, labor, space, training, supplies, equipment, travel, etc. and also accepted. Additional information can be found in the 'Match Requirement' section of the RFA, page 16.

Q: Can the match be entirely in-kind and capture the value of the AI-based software used for job matching?
A: There can be complex accounting rules around software depending on the dollar amount, useful life, and whether it was developed for the specific purpose of the project (proprietary). Any proposed use would need to be specific in the application documents and approved by the state. Costs must also be accounted for in accordance with General Accepted Accounting Principles (GAAP) and Yellow Book.

Serving Participants

Q: Do participant numbers outlined in the Participant Plan have to be exact or can they be estimates?
A: Participant Plan numbers should be as close to accurate as possible, as the project should be centered on achieving these goals. The CWDB uses the Participant Plan to determine whether a project is on track or not, but we understand that numbers might not be an exact match each quarter as the project progresses. If numbers are lower than planned on a quarterly basis the reasons along with an action plan must be provided (through the Quarterly Narrative Report) to the CWDB. The overall outcomes are what the CWDB will evaluate a project on at the end of the grant term and what we ask projects to be sure before committing to, as they will be the deliverables entered into the subgrant agreement and held to if awarded.

Q: If serving youth participants, is there a dollar amount limit per youth, per year?
A: No, there is no dollar amount limit set by the CWDB for youth services under the Accelerator grant program. All costs must be necessary, reasonable, and allocable.

Q: If a participant is enrolled in WIOA English Language Learner (ELL) program, can they be co-enrolled in the Accelerator 10 grant program?
A: Yes, Accelerator allows and supports co-enrollment with other WIOA grant programs. Note that the individuals served under Accelerator will still need to meet the target population requirement of Accelerator 10.

Q: Is there a minimum or maximum number of participants projects must serve?
A: No, this is up to the project to determine and the CWDB will evaluate based on the proposal.

Q: Do participants have to earn an industry-recognized credential as part of the proposed project?
A: No, industry-recognized credentials are not required. Participant outcomes are up to the project to determine and passed on the proposal.

Q: If we plan on serving participants, is there a preferred cost per participant range?
A: There is not a cost per participant range for Accelerator. The applicant must justify the cost/per in the application by describing the elements of the project. When looking at the budget, our lens is "are the proposed uses of funds allowable and reasonable."

Partnerships & Project Team

Q: Do partners have to be confirmed partners only or can it include partners we would like to engage? Are TBD partners allowed?
A: Partners can include both confirmed and TBD partner organizations, but at least one partner from each partner group (found on page 10 of the RFA) must be secured at time of application to be considered. If any partners are TBD applicant must 1) list TBD for organization name, 2) outline anticipated role/responsibility of TBD partner (this should be identified at time of application as only the entity is not secured) and 3) anticipated date to secure partner. If engaging with potential organizations is part of your project goals and outcomes it would also be included/referenced in those applicable areas.

Q: Are letters of support required for partners?
A: No, letters of support are not required for Accelerator 10.

Q: Is there an available list of California agencies seeking creative partnerships for an Accelerator 10 application?
A: No, the CWDB is not aware of any existing list for this purpose.

Q: Does the Project Team have to be external organizations or can they be internal?
A: Project Team members may contain internal individuals, but in order to be diverse and meet the intent and role of each project team group (customer, expert, innovator, and influencer) it is recommended that it contain individuals from partnering organizations. Directly from the RFA: *The ideal team is drawn together through partnerships based on a common vision and a shared Big Idea that has the potential for meaningful and long-term change related to the goals of Accelerator 10. The team can be a partnership that has worked together in the past or be a*

new partnership brought together for this purpose. Full Project Team requirements can be found in the Project Team section of the RFA, starting on page 9.

Q: How should organizations be captured in the Partner Roles & Responsibilities (R&R) area? Is it allowable to group organizations together? Do they have to be listed per county?
A: The purpose of the Partner R&R section is so partnering organization roles and responsibilities, including their contribution to the grant program and its outcomes, are clear. It is preferred that each partnering organization is listed individually. They do not need to be listed per county.

Q: Are partners considered subcontractors?
A: Partners are only considered subcontractors if they will be receiving grant funds from the Awardee/Subrecipient (Applicant). Applicants must categorize contracted funds as either a Contractual Service or Subrecipient. Review WSD 18-06 to distinguish between the two. Additional information can be found in the Contractual Services and Subrecipients section of the RFA, page 37.

Q: Are all Project Team members required?
Yes. Every Project Team must include at least one unique member from each project team group (customer, expert, innovator, and influencer). Full Project Team requirements can be found in the Project Team section of the RFA, starting on page 9.

Q: Is it preferred to have a 'Customer' representative from both the 'Worker' and 'Employer' categories?
A: Only one customer representative for the team is required. However, if serving both workers and employers, it would benefit your application to have both represented.

Q: For project team members, specifically customers, if we have an organizational 'youth advisory board' who represent our target population – would this suffice as a team member who can provide direct input?
A: We ask for individuals with a clear role and responsibility in support of the project. If you can clearly articulate its role, the "what and how" your youth advisory board will support the project, that would be acceptable.

Q: Can multiple staff from one organization fill different roles for the project team? For example: Can one staff member from Organization A fulfill the 'Influencer' role, and a different staff member from the same Organization A fulfill the 'Expert' role?

A: Project Team roles may be filled by multiple individuals from the same organization, but in order to be diverse and meet the intent and role of each project team group (customer, expert, innovator, and influencer) it is recommended that each role be filled by different staffers if possible.

Cal-E-Grants & Online Application Submission

Q: Can more than one user be logged in and simultaneously working on the same application at different sections?
A: Any number of users can be in an application at a time. There is no record locking on the application. It will require coordination as the "last change" will be the one saved in the system.

Q: Where can Cal-E-Grants be accessed?
A: The Cal-E-Grants portal can be accessed at: https://caetp.force.com/calegrants.

Q: Is there a word or character limit for answers to questions?
A: The limit for the question fields in the Narrative area of the application is 3,000 characters. The field area will not allow more than that number. If the user is cutting and pasting then the paste will truncate on 3,000. If the user is typing it will stop accepting characters at 3,000. The count includes all items including punctuation and spaces.

Q: If a page is left idle for a period of time, does it automatically log a user out after a specific length of time? If so, does the existing work get saved (if not already saved by the user), or does it default to the previously saved draft?
A: The Cal-E-Grant is part of the Cal-E-Force System and the time out for user access is set at the Cal-E-Force level and is consistent across all applications. Idle time is set for **one hour**. This will be important as a future release will include the ability to have a "shared" user log in. If the system times out it will be keep information prior to the last save. Unsaved information will be lost, so users are encouraged to save often.

Q: If a user already uses Cal-E-Force for ETP, is there a new separate login needed for Cal-E-Grants?

A: At the present release of Cal-E-Grants users will have a different log in from Cal-E-Force for ETP. Work is being done so that external user profiles are consistent and the same. When it is completed, those impacted by consolidating user profiles will be contacted.

Q: Can a fiscal sponsor have two applications in development at a time, one for their program and one for a fiscally sponsored program? These applications will end up having the same Employer Identification Number (EIN) / Data Universal Numbering System (DUNS) number.
A: If the application is in draft status, it will not allow a draft of the same category. Once that application has been submitted, another of the same category can be created and submitted as well. Also, if a fiscal sponsor (applicant) has an application started, they can set up a "managed user" from another organization to work on the application on their behalf. This will not impact the ability of the "managed user" to have their own separate application in progress.

Q: Other than a compatible browser, are there any other hardware requirements for a user to be able to register on Cal-E-Grants?
A: A sufficient Internet connection and compatible online browser are necessary for a user to be able to register on Cal-E-Grants.

Q: Can a user print their draft application or completed application after submission?
A: A user can print their application at any time, before or after submission, using the printable view button. The printable view button can be found at the top right of the webpage.

Q: Are there any required attachments for an application to be completed?
A: There are no required attachments for the Accelerator 10 application. Applications will be scored solely on the required documents.

Q: Is Cal-E-Grants the only acceptable form of submission for the WAF 10 application, or can a hard copy of the application be submitted?
A: The Accelerator 10 application must be submitted via the online Cal-E-Grants portal. No hard, or otherwise submitted electronic copies of applications will be accepted.

Q: If an administrator deselects a user's permission to edit an application, is the user prevented from editing permanently or can the administrator grant permission again at a later date?
A: An administrator is able to disable a user's ability to edit an application via the Cal-E-Grants' "Manage Users" tab at the top of the webpage. Under "Action," the administrator will click Edit

and uncheck the Active box. An administrator is able to make a user active again at any time via "Manage Users."

Q: Can a user return to the Cover Page and make edits after starting the application?
A: There are pencil icons to the right of each of the fields on the Cover Page. A user can click any of these pencil icons to edit the page. There is also an edit button at the top of the page that will allow a user to edit the entire Cover Page.

Q: Can the application and its questions be previewed before starting the application?
A: Applicants will have to open the online application to access the full application and its questions. Application questions can be previewed once logged into Cal-E-Grants: Once clicking 'Save' for a project's Cover Page and 'I Agree' for the WIOA Declaration, a Print View option will be made available and can allow a user to view the application's questions in their entirety.

Evaluation Rubrics are also available to make the review and scoring process transparent and are based on application questions and grant program requirements. This can be found for each project category in the 'Application Narrative, Evaluation and Recommendation for Funding' section of the RFA, starting on page 28.

Q: Can a user return to a section at a later time to make edits?
A: The application is fully editable until it is submitted successfully. Before submitting an application, a user can move around the application's sections freely to make edits. Once each tab is saved, information will be retained. If a user times out or exits the system, and has not saved all the tabs that were worked on, that information will be lost.

Q: Are the application's conditional questions (Example: Narrative, Section I Question #4) limited to only one of the options on the left that can be selected and moved to the right column, or more than one can be selected?
A: A user can select all available options for a conditional question if those options apply to their application.

Q: Will the CWDB be receiving an applicant's information prior to submission?
A: Inputted and saved application information will be stored within the application, but the information will not be reviewed until the application is formally submitted.

Q: Can Cal-E-Grants be accessed on a smart phone? Is there a mobile app version available now or will it be available in the future?
A: The Cal-E-Grants site will load on a smart phone as any webpage will, but the user interface may be off and disproportionate in areas. It is recommended that applicants use their computers to access Cal-E-Grants. There are no plans for a mobile app at this time.

Q: Will the Budget Narrative or Expenditure Plan sections not save if inputted numbers do not match the requested amount?
A: For the Budget Narrative and Expenditure Plan sections, total amounts of entered numbers need to match the total requested amount or an error message will appear when attempting to save the information. This feature is meant to prevent applications from being submitted with invalid data.

Q: Is there an option to add additional lines for responses to questions?
A: Any time the "Add" button on an application question is clicked, it will add an additional line for another entry to that question. This is not available for the narrative fields and applicants must adhere to the 3000 character limit per question field.

Q: Are supporting documents required for matching funds at the time of application submission?
A: There are no required documents needed for the Accelerator 10 application. If awarded, match amounts will be verified and become a part of the grant contract.

Q: For Objectives/Activities that are ongoing throughout the quarter, should we use the last day of the quarter as the completion date?
A: The completion date for an ongoing Objective or Activity can be any date as long as it is within the appropriate quarter.

Q: Is there a helpdesk for Cal-E-Grants?
A: Technical questions and information requests surrounding Cal-E-Grants can be submitted to the Accelerator General Email at WAF@cwdb.ca.gov. Technical platform use questions and issues will be routed by CWDB staff to the Cal-E-Force Command Center (i.e., help desk) for resolution.

Q: When attempting to submit an incomplete application, an error message with a list of missing fields/information will appear. Can this error message with its list of missing fields be printed?
A: It is not available to print the error message list at this time, but we will take this for consideration for future development. We recommend using a screen shot to see all the errors at once. User can also correct one at a time and "submit" to see any remaining errors until all are cleared and the application is submitted successfully.

Q: Is the Partner Roles & Responsibilities (R&R) section required for a WAF 10 application?
A: Project R&R must be provided for a New Accelerator Project or an Innovation Impact Project. Project R&R is not required and will not display for a Technical Assistance application.

Q: Can an application be withdrawn and resubmitted?
A: An administrator can delete a submitted application and submit a new application up to the applications submittal deadline (December 20, 3PM). However, once an application is deleted, the application's information is unrecoverable, so a new application will have to be created.

Q: Will the WAF 10 application sections and questions be provided beforehand so that applicants can prepare internal / local versions before entering into Cal-E-Grants?
A: At this time, an applicant is required to access the Accelerator 10 application via Cal-E-Grants in order to view its sections and questions. Once clicking "Save" for the Cover Page and "I Agree" for the WIOA Declaration, Print View will be made available and can allow a user to view the application's questions in their entirety. Additional references to the application are also available on the CWDB website at the WAF 10 RFA page.

Q: Is there a function to restrict user permissions further so that a user can edit and view an application in progress, without being able to submit it?
A: The ability to allow a user to edit or view an application without being able to submit it is not available at this time. However, CWDB will continue to look into this feature after the initial launch of Accelerator 10.

Q: During grant administration, will invoices and expenditures need to be submitted through Cal-E-Grants? If awarded, will grantees be drawing down funds with Cal-E-Grants as well?
A: The Accelerator grant program will continue to use the CalJOBS system for fiscal reporting and drawing of funds. Accelerator is not a reimbursement grant and for this reason does not require monthly invoices submitted to the CWDB.

Q: Can a user submit two applications with the same registered email address? Or is a separate email address needed for each different application?
A: Yes. Multiple applications may be submitted by any entity using the same email address for registration. However, only one application of each project type may be in draft at any given time. For example, any user may submit two New Project applications, but one will need to be successfully submitted prior to starting the second.

Q: With the launch of Cal-E-Grants, will future CWDB grants require submissions through this portal? Will future grant applications not require emails or in-person submissions?
A: The CWDB is planning to fully transition to an online application format, but it is still under development. Any future solicitation's format will be communicated through funding release announcement and RFA specific to the grant program.

Q: If an application is not submitted but is not manually deleted, what happens once the deadline passes?
A: The CWDB will only be notified and sent submitted applications. Individuals will have the ability to delete in progress applications if they wish to remove them on their end.

Q: Will someone be available to consult if the formulas are wrong when completing the application?
A: The online application was designed to automatically auto populate totals in appropriate areas. If you encounter a formula error when entering data, please email WAF@cwdb.ca.gov and technical assistance will be provided.

Q: Does the login organization need to be the name of the organization applying as lead for the grant?
A: When starting an application, the DUNS number requirement on the Cover Page is connected to the submitting organization and lead. When creating a Cal E-Grants individual account, the entered organization attached to the individual does not have to match the organization submitting an application.

Q: Can you further explain the word/characters limitation? Is per question or section?
A: Each response section has its own character limit depending on the length of response required. The limit varies per question.

Q: Do the word/character limits include spaces?
A: Yes, word/character limits include letters, spaces, and punctuation.

Q: Are figures allowed or should it be all text?
A: The application fields have been designed for either text, rich text, or numbers based on the question. The text fields accept numbers and punctuation but not formatting.

Q: Is there a way to access sections of the application (budget format, exhibits like the workplan) to work through prior to inputting sections into E-Grants or completing the Cover Page?
A: No, at this time, an applicant is required to complete the initial Cover Page and agree to the WIOA Declaration first before viewing the Accelerator 10 application's sections and questions. However, the Cover Page and a project's Requested Award Amount can be edited at any time before submission. There are pencil icons to the right of each of the fields on the Cover Page. A user can click any of these pencil icons to edit the page. There is also an edit button at the top of the page that will allow a user to edit the entire Cover Page.

Q: What browsers are compatible with Cal-E-Grants on a Mac computer?

A: The Salesforce website can provide the most up-to-date information on which browsers should be used on your device. For PC users, ETP has found multiple issues using Internet Explorer (IE) and it is recommended to use the most recent version of Chrome or Edge. For Apple users, many of the browsers have reported issues, especially when the browser being used is out-of-date. If you are having issues the first step would be to update your browser software. For more detailed information on Salesforce browser compatibility please use the following link to the [Salesforce Browser troubleshooting guide](#).

Q: According to the RFA, the first step in applying is to create a Cal-E-Grants account. However, I am having difficulty finding the "Sign Up" button in order to create an account. Where can I locate this button?
A: After visiting the Cal-E-Grants webpage, click the yellow "Log-In" button. You will be redirected to a log-in page where the "Sign-Up" button is on the bottom right-hand side, underneath the large yellow "Log-In" button.

Q: Is there a password that applicants need to request from the CWDB so that they can access the Cal-E-Grants link and begin an application?
A: No, a password is not required in order for applicants to access Cal-E-Grants. However, you will need to create an account to begin an application. The Cal-E-Grants link is https://caetp.force.com/calegrants/s/.

Other

Q: What funding source is AB1111?
A: AB1111 is state funded.

Q: If an entity legally changed its name but was a subrecipient of WIOA funds previously would it still count as direct experience running and managing a WIOA funded program requirement?
A: Yes, if it's the same organization that held the sub grant agreement and was the subrecipient, this would transfer over in the event of an organizational name change.

Q: Was CARES WIOA funded?
A: No. The Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act is not WIOA.

Q: Are successful applications for Accelerator 9.0 available on a website somewhere? If not, how could be able to review more about the programs that have been awarded?
A: The award list for 9.0 is posted on the CWDB Accelerator Initiative page.

Q: We've previously managed a WIOA contract in California, but not at the moment. Our project is currently operational but with other sources of funding (DOR). If this WIOA Accelerator project allows us to expand and serve more youth that bridges the gap between high school and employment for youth with disabilities, does that meet the definition of innovative? Or does innovative have to mean something we have not done in the past?
A: If you have previously managed WIOA funds successfully (no audit or monitoring findings), then you meet the subrecipient of WIOA funds criteria for select project categories and funding caps. The second criteria for an Impact Project is that the original project must have been previously funded by the CWDB.

Q: Are there any specific industry sectors (i.e. high-growth as identified by EDD) and will starting salaries be a key factor?
A: The CWDB is still researching this question and an answer will be included in next week's Q&A.

Q: Will there be Quarterly "in-person" meetings for awardees? If so, how many, and where will they be held?

A: There will be no in-person meetings or convenings. All events, convenings and meetings will be held in a virtual capacity for the duration of this grant program/cohort.