

HRCC Resilient Workforce Fund Grant Application Q&A

Q&A as of 9/23/2022

Access to Application

1. Who should we contact if we are unable to see/access the application?

If you are unable to see/access your application, either through Cal-E-Grant or the link provided in the auto-generated email, please email the CWDB's HRCC inbox (HRCC@cwdb.ca.gov) and cc Marc Cowan (marc.cowan@cwdb.ca.gov) via a new message or respond directly to the invitation to apply email. Depending on why access is unavailable, the CWDB may need to reach out to ETP for technical support.

2. My application does not show the Budget Summary or Narrative tab, should we submit an attachment in the Documents tab or will this be something that is requested after the application is approved?

Budget Summary and Budget Narrative can be found in the Salesforce application and are similar to what is currently being used in electronic/paper format. If you are unable to see these tabs, please email the CWDB (HRCC@cwdb.ca.gov).

3. Does everyone associated with the institution get access to the application? How do you set up additional users (PI, Authorized Official, and Contact/Grants Admin)?

While signed into your Cal-E-Grants profile, under the "Manage User" tab, select the "Add a New User" button. In the pop-up window, complete the fields for anyone that needs access and select the appropriate permission level (Administrator and User).

Permission levels: *Administrator*: Can delete the application, add/remove users. *User*: Can view and complete sections of the application.

Application Specifics

1. Is there a linkage between the proposal and the application? Should we be referencing details from the proposal or treat this as an entirely new application?

Your grant proposals are the basis for the invitation to apply. Content from the grant proposal cannot be auto-populated into an application. You will have to cut-and-paste information that you provided in the grant proposal into the application and elaborate to meet all of the required criteria for contracting.

The application is where you provide additional details/specifics and will end up becoming the basis for your contract documents. You should treat the application as though you are building out the proposal information that will eventually put you into contracting.

2. Are line item breakouts needed for sub-recipients?

Yes, this can be completed in the Supplemental Budget tab and should include the name of the recipient, a description of what they are doing, and their total allocation.

3. What documents are suggested to be submitted to make an application stand out?

Any supporting documentation for an application. For example, MOUs and Partnership Agreements could be submitted to corroborate partnership engagement/commitment.

4. What is the specific deadline for submitting RWF applications? The email stated “five weeks” but no date was specified.

The deadline for applications for the Resilient Workforce Fund (RWF) grant program from High Road Construction Careers (HRCC) is October 11, 2022. Your invitation to apply contains this and other pertinent information regarding application submittal. Please reference accordingly.

Data Collection

1. How do the two different funding sources that make up the RWF grant align with the data management and reporting systems (CalJOBS, State Grant Data Solution, or Salesforce)?

State-funded grants are moving away from using CalJOBS as a data collection source and the CWDB is still developing the logistics behind the eventual data collection system. The CWDB will continue to provide updates and guidance as the time for data collection approaches and closer to the start of the grant term.

2. Will either of the two funding sources require CalJOBS as a system of record? Or the new forthcoming buildout?

State-funded grants will no longer require use of CalJOBS. The CWDB is allowing the region to make the determination of what system they want to use (CalJOBS or State Grant Data Solution).

Fiscal

1. Are any RWF funds coming from WIOA?

No, all funding sources for RWF are state-funded.

2. Are you still using EDD for reimbursement?

Yes, invoicing will occur through Salesforce with an electronic signature that will be submitted to HRCC for review. Finalized invoices will then be submitted to EDD for processing and reimbursement.

3. Is the 20% Indirect Cost based on the modified total direct costs or total budget?

Total budget.