



Pima County Community Services, Employment and Training (CSET)

REQUEST FOR PROPOSAL (RFP) NUMBER: RFP-CSET-YSY-2016-02

RFP TITLE: Youth Services

RFP PROGRAM YEAR: 2016-2017

RFP ISSUE DATE: Monday, January 25, 2016
10 a.m., Mountain Standard Time (MST)

RFP PROPOSAL DEADLINE: Monday, February 22, 2016, 3 p.m., MST

Technical Assistance Session

Monday, 02/01/16, 3 p.m.

Questions & Answers

QUESTION: For In-School Proposals, should youth be in school?

ANSWER: Yes, they must attend school and have not yet graduated.

QUESTION: Is the funding coming from the Workforce Innovation and Opportunity Act (WIOA) or is it Pima County funds?

ANSWER: Pima County funds.

QUESTION: Can In-School Youth and Out-of-School Youth be mixed?

ANSWER: We really see the two as different populations.

QUESTION: Can you combine several activities as one project?

ANSWER: Yes, you may design and write a Proposal that way if you think it makes sense.

QUESTION: On the Project Detail Form do we indicate the legal name?

ANSWER: Yes and if you have a “doing business as” (dba) please indicate that on the form also.

QUESTION: Do you need a Proposal for each education level?

ANSWER: Similar population with different levels can be in one project.

QUESTION: Do “Safe Guards” in the Proposer Summary Form need to be double-spaced?

ANSWER: No, only the narrative.

QUESTION: How many pages for the Proposal?

ANSWER: Proposal Summary form. Proposer Background (5) pages. Understanding Employer Needs (4 page maximum). Each project should have no more than 10 pages. Budget Narrative (1-2 pages).

QUESTION: On page 6. What do we put under who was the monitor?

ANSWER: That would be someone who came out to monitor your organization. Please indicate the monitor’s name.

QUESTION: What is the difference between applied learning and work based learning?

ANSWER: Applied learning is a skill or skill set. Worked based is a learned task you are going to use now. Put them in the category you think will fit.

QUESTION: What is work experience?

ANSWER: Hands-on work for those ready to try a job.

QUESTION: On page 8 of the RFP the Project Detail Form asks to list the Number of Participants and the Number to be Served. What is the difference between the two?

ANSWER: There is no difference. Please indicate only the Number to be Served.

QUESTION: Is Employability Skills Training still required?

ANSWER: You may build some into your offerings.

QUESTION: Will the students still need to test?

ANSWER: You will need to have a method to show pre- and post-changes for those who enter a basic education activity.

QUESTION: When the RFP asks if there were any monitoring findings...is that for last year or years previous?

ANSWER: For the most recent year.

QUESTION: Does the program have to be six weeks and 180 hours or whatever will meet the 180 hours?

ANSWER: No. You will propose times for activities.

QUESTION: If we want to serve Out-of-School Youth and Adults, do we need to submit two Proposals?

ANSWER: You may submit two, although many Out-of-School Youth are Adults.