



## Questions and Answers from YouthWorks Summer/ Year-Round Application and RFP Webinar

### Program Models

1. *Have the program hours increased from initial RFP?*  
No, the program hours referenced in slide 8 of the PowerPoint include the hours for Signal Success and that is why the numbers of hours are greater than when just a work placement or work-based learning element is referenced.
2. *Is there anything off - limits on what an incentive could be? Can you combine incentives and wage for participants?*  
Incentives can be used alongside wages if the rationale is thoughtful. Incentives must be age-appropriate. Gift cards should not exceed \$50 dollars in value. Programs may elect to use some larger prizes in incentive-based raffles, but all this is subject to review during the application and contracting process.
3. *Can you elaborate on what a competency-based assessment is in the career pathway tier?*  
When we reference competency-based assessment in the career pathway section, we are indicating the need for accurate, performance-driven assessment to measure progress, especially prior to any standardized certification assessment. Ideally, occupational training courses should include a variety of ongoing assessment tools. CommCorp TA staff can provide additional assistance in thinking through these tools.
4. *Is it safe to assume that the year-round staffing is intended to be used for October 2020 through May 2021?*  
Yes, though the contract will begin September 1<sup>st</sup>, most programs are likely to still be using summer funding to cover September staff costs. The intention of year-round staffing is to cover staff costs associated with running the summer program that occur outside of the summer contract and to increase program capacity on key initiatives.

5. *Under career pathway training, could we structure the certification of a trade? For example, if we provided HVAC certification over the year with the goal of job placement at the end would we have to provide a wage, or could we offer an incentive?*  
Career pathway programming does not have to include subsidized employment. However, in instances where employment is hard to obtain based strictly on the completion of the course or certification, the pairing of subsidized employment can support stronger outcomes. With high-demand certifications, appropriate incentives for completion and services for transition to competitive employment are likely to be enough.
6. *Can you blend a group/cohort of younger YW participants with older YW participants?*  
You can blend different age and tiers of participants, but they need to receive distinct versions of Signal Success, so they would need to be separate for that portion. You could do group orientations or other select program components like job fairs, program celebrations, etc. across tiers.
7. *Does career pathway training have to be classroom based or can it be on-the-job training?*  
On-the-job training can be used to augment classroom training or in instances where there is not a clearly valued certification, OJT can be used as the core program element. It is essential that the OJT be structured and oriented toward a career pathway. Whenever possible connections to apprenticeships and pre-apprenticeship programs should be explored.
8. *Is there a 20% vulnerable youth requirement for summer and year-round.*  
Page 23, Table 8 of the RFP lists the 20% vulnerable youth target numbers for the summer programming. There is not a formal requirement for the year-round, but programs are encouraged to consider how best to serve vulnerable populations.

### **Eligibility & Enrollment**

9. *Is the 20% outside of targeted cities still allowable for residence of youth?*  
Yes, programs can serve up to 20% of participants outside the target cities. These participants must meet all the other eligibility requirements. Programs that wish to serve a larger number of participants from outside of the target cities must reach out and permission will be granted on a case by case basis.
10. *Can Comm Corp add a parent/guardian signature space on the confidentiality form for youth under 18?*  
The form includes this already.

11. *If an entire school or school district offers free and/or reduced lunch benefit can this serve a documentation for eligibility.*

We continue to allow schools that have free and reduced lunch for all to serve as documentation for eligibility. You simply need to have a letter from the school that states this policy and document that the student attends the school. We ask that you be mindful of the intent behind the income eligibility aspect of the YW program and do your best to prioritize those students who would meet that requirement and in cases where students clearly do not have a financial barrier (even if they attend a free and reduced lunch school) prioritize other potential participants. Some programs do this by adding self-attestation about family income to the enrollment process for participants attending schools with school-wide free and reduced lunch eligibility. CommCorp TA staff is available for further discussion on how best to handle this and other eligibility issues.

### **Reporting, Resources and Technical Assistance**

12. *Is the new database Apricot or something different?*

Different. Apricot is the existing one, we are building a new, easier to work with database that includes streamlined imports and ability to avoid double data entry for participants in YouthWorks and Connecting Activities.

13. *Will there be training for the new database?*

Yes, a training guide and video resources will be available by April and live trainings will be offered in May/June. Additional technical assistance will also be available in late August through October.

14. *Will the database be able to track youth who might be in DYEE program one year , move to ABCD the year after? Will we all be able to see that tracking info/data for those youth?*

Yes, program will be able to track repeaters and in the case of multiple vendors there will be opportunities for limited data sharing about participants (for example: name, placement, program elements).

15. *Is there more information about data collection points listed on slide 14?*

The forthcoming YW admin guide will provide additional details about all of the data points and outcomes. Please contact Jennifer ([japplebaum@commcorp.org](mailto:japplebaum@commcorp.org)) or Janel ([jgranum@commcorp.org](mailto:jgranum@commcorp.org)) with any immediate questions.

## **Application Process**

*16. Can an existing career pathway program in the year-round apply for continued funding for the same project but with a new cohort of youth?*

Yes, successful existing programs are encouraged to apply for funding for additional cohorts.

*17. Can you please review the intent to apply form?*

Use the intent to apply form to indicate which programs you plan to have in the summer and which programs you hope to receive funding for in the year-round. If you are planning on submitting multiple competitive year-round funding proposals, you do not need to provide that detail on the form.

*18. Do we just email the LOI to you Jennifer?*

Yes, email it to [japplebaum@commcorp.org](mailto:japplebaum@commcorp.org) and please cc' all the relevant contacts indicated on the cover sheet.