

**REQUEST FOR PROPOSALS – OSY WORK EXPERIENCE**  
**April 12, 2022**  
**BIDDER’S CONFERENCE**

**Attendance (6)**

ETR: Michelle Pando, Melissa Blattenberg, and Venessa Romero

KHSD: Karine Kanikkeberg

FIELD: Tamar Asatryan, Vanessa Gutierrez, and Joe S. Ramirez

Michelle Pando provided an overview and summarization of the Work Experience (PWEX) for Out-of-School Youth (OSY) Request for Proposals process and expectations. Proposals are due May 5, 2022. Applicants will need to submit their audit, threshold documents, 1 original proposal and 1 copy in a digital format on a flash drive. \$750,000 is what funding is currently being made available, which is subject to change depending on WIOA formula funding and notice from the state on the actual amount allocated for our area. RFP targets Out-of-School Youth and uses WIOA’s definition of Out-of-School Youth, which can be found on page two of the RFP. Explained how providers can propose and utilize reverse referrals. Reverse referrals should be targeted from higher poverty areas and the Census Bureau Poverty Status Tool can help with that. The link for the Census Poverty Status Tool is found in the RFP. Work experience for this RFP is between 32-40 hours a week for 12 weeks, not to exceed 480 hours per participant. All work experience participants are required to take sexual harassment training prior to starting work according to SB 1343. Provider will be the employer of record, and those funded will have to comply with CA sick leave law, healthy families’ law and FICA requirements. Proposal are reviewed by volunteers from the Youth Committee. Recommendations are then taken to the Workforce Development Board for funding approval. Opened the floor up to Q&As.

**Q & A**

**1. Is there a limit to the amount of funding an agency can apply for?**

Providers can apply for the full \$750,000. Be sure that the amount applied for is specified and accounted for in the budget narrative, including reasonable administrative costs.

**2. When will an agency be chosen and awarded?**

Depends on how many individuals from the youth council volunteer to review the proposals and how their schedules align. Generally, it could be finalized in a few meetings and the hope is to get results by May 18, 2022 to make the Youth Committee meeting but that is not a definite date. If results are received by May 18, 2022, it would still be sent to the Workforce Development Board, they meet June 8, 2022. A week will also be made available to allow applicants to appeal. Goal is to have contracts in place by July 1, 2022. The following is the timeline for the RFP process:

The following dates are set forth for information and planning purposes only. These dates may be changed upon notice to prospective Applicants:

RFP Issuance Date	April 5, 2022
Pre-Proposal Meeting	April 12, 2022 at 10:00 a.m.
Proposal Due	May 5, 2022 by 4:00 p.m. PDT
Preliminary Funding Recommendations	May 18, 2022 (at Youth Committee Mtg)

Workforce Development Board Meeting	June 8, 2022 at 7:00 am
Appeal Deadline	June 14, 2022 at 4:00 pm
Contract Start Date	July 1, 2022

**3. Is the application this year much different than previous years?**

It is very similar to previous years.

**4. Will the agencies have to take care of testing for basic skills/enrollments?**

No, EPIC will be handling all of that. That is why we want all reverse referral participants referred to EPIC. The only thing agencies will have to handle on CalJOBS will be entering the case notes.