



## Bidder's Conference:

Workforce Innovation & Opportunity Act

Youth Year-Round Program

FY2019

April 5, 2018

# Agenda

- Background of WIOA
- Purpose of RFP
- Eligible Applicants
- Estimated Funds Available
- Role of GLWDB
- Youth Participant Eligibility
- The “14 Elements” Program Elements
- WIOA Performance Measures
- Budget
- Submission Timeframe and Review Process
- Questions

# Background of WIOA

- Workforce Innovation & Opportunity Act (WIOA) was signed into law on July 22, 2014
- The WIOA Youth Program is federally funded by the Department of Labor. The Department of Career Services allocates WIOA Title I Youth funds to Massachusetts' 16 workforce areas.
- Each workforce area procures services designed to help in-school and out-of-school youth complete their secondary education, enter into post-secondary education/training, or enter into employment.

# Purpose of the RFP

- Select **in-school** and **out-of-school vendors** to provide outreach, recruitment, case management, work experience, work readiness preparation activities, and post participation follow-up, and related services for Greater Lowell disadvantaged youth participating in Workforce Innovation and Opportunity Act (WIOA) funded programs in the region.

# Greater Lowell Workforce Service Delivery Area

**Lowell**

**Billerica**

**Chelmsford**

**Dracut**

**Dunstable**

**Tewksbury**

**Tyngsboro**

**Westford**

# Purpose of the RFP (cont)

- Proposals will be accepted for two options:
  - (1) to provide services for WIOA eligible **in-school youth** 16-21 years of age, enrolled full-time
  - (2) to provide services for WIOA eligible **out-of-school youth** 16-24 years of age, not in enrolled in school or left school without a high school equivalency
- A bidder must submit a separate proposal for either option but may bid on both
- Proposals will only compete with other proposals from the same category.

# Price and Program Proposals

- Bidders must submit two proposals
  - Program Proposal
  - Price Proposal

# Eligible Applicants

- public or private agencies
- public school systems
- units of government
- non-profit agencies
- faith based and community-based organizations
- labor groups
- private businesses and employers
- proprietary schools
- community and state colleges
- post secondary accredited schools and other qualified educational and training institutions who have demonstrated successful performance in serving youth



# Estimated Funds Available

- Funding period: July 1, 2018 – June 2019
- 75% of region's funds must be allocated to provide services to out-of-school youth
- In-school youth programs: **\$50,000**
- Out-of-school youth programs: **\$270,000**

# Role of the GLWDB

- Provide framework design services including intake, eligibility determination, objective assessment, and referrals to programs funded through this RFP
- Execute contracts with youth service providers
- Provide technical assistance including convening “Youth Vendor Meetings”
- Ensure providers are meeting performance metrics
- Conduct program monitoring
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# WIOA Title I Youth Eligibility



# Out-of-School Youth Eligibility

- Citizenship/ Work Eligible and Selective Service Compliant
- Not Attending School and 16 - 24 years at the time of enrollment **AND**,
- One or more of the following:
  1. School dropout
  2. Within the age of compulsory school attendance(6-16), but has not attended school for at least the most recent complete school year calendar quarter
  3. An offender/ subject to the juvenile or adult justice system
  4. Homeless individual, a homeless child or youth, or a runaway
  5. In foster care or has aged out of the foster care system
  6. Pregnant or parenting
  7. An individual with a disability
  8. HS Grad/HiSET who is **low-income** and **basic skills deficient or English language learner**
    - a. At or below 8.9 grade level in reading/writing or computing skills on a generally accepted standardized test; or
    - b. Unable to compute or solve problems, read, write or speak English at a level necessary to function on the job, in the family or in society
  9. **Low-income** individual who requires additional assistance to enter or complete an educational program or to secure or hold employment. Local definitions of this barrier include:
    - a. Little or no successful work experience or long unsuccessful work search
    - b. Having quit a post-secondary program before receiving a credential or left basic training before completion

## When is low-income not an eligibility criteria for OSY?

- OSY are **not required** to be low-income if they are: a US citizen/ work eligible, not attending school, 16- 24 years old **AND** meet one or more of the following criteria:
  - School dropout
  - Within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter (6-16)
  - An offender /subject to the juvenile or adult justice system
  - Homeless individual, a homeless child or youth, or a runaway
  - In foster care or has aged out of the foster care system
  - Pregnant or parenting
  - An individual with a disability

### Examples:

1. A high school dropout.
2. A high school graduate that has a disability.
3. A HiSET recipient that is an offender.
4. A HiSET recipient that is a pregnant or a parent.

# In-School Youth Eligibility

- Citizenship/Work Eligible and Selective Service Compliance;
- In School, attending full time AND 16 – 21 years old ;
- **Low Income** AND
- One or more of the following:
  1. Basic skills deficient
  2. English language learner
  3. An offender
  4. Homeless individual, a homeless child or youth, or a runaway
  5. In foster care or has aged out of the foster care system
  6. Pregnant or parenting
  7. Individual with a Disability
  8. Requires additional assistance to enter or complete an educational program or to secure or hold employment.  
Local definitions of this barrier include:
    - a. Having failed MCAS
    - b. Having failed at least one course during any quarter of the preceding/current school year

# What is Low Income for WIOA?

A WIOA Youth participant will be considered Low Income if any of the following are true:

- They/parent is receiving public assistance (TAFDC, EAEDC, SNAP, SSI)
- They are **in school** and on a free or reduced lunch program
- They reside in a *High Poverty Area* \* [Poverty Threshold Census Tract Database](#) was developed to assist program staff identify individuals living in a High Poverty Area
- They have any of the following barriers:
  - Homeless/Runaway (as defined in McKinney Act)
  - Foster Care
- Their family income is at or below 70% of the Lower Living Standard (LLS)
  - (or below Poverty Line for family of one (1))

FAMILY SIZE	INCOME GUIDELINE
1	\$11,602
2	\$19,012
3	\$26,104
4	\$32,218
5	\$38,023
6	\$44,463
Over 6 increment	\$ 6,440

# WIOA 14 Program Service Elements





# WIOA Program Elements

Program Element	Description	Activity and/or Service
<b>Tutoring, Study Skills Training, Instruction - MANDATORY</b>	Development of educational achievement skills that leads to the completion of the requirements for a secondary or post secondary school diploma/credential.	Educational Training, HiSET/ABE Dropout Prevention/Tutoring Basic ABE Basic ESL/ESOL Adult Ed/Literacy w/Training
<b>Alternative Secondary School</b>	Alternative secondary school services, or drop out recovery services.	Alternative School
<b>Work Experience - MANDATORY</b> - Summer Employment - Pre apprenticeship programs - Internships/Job Shadowing - OJT Opportunities	Work experiences which include summer employment, year round employment, pre-apprenticeship, internships/Job-Shadow and On-the-job training opportunities.	Work Exp/Summer Youth Academic/Occ Learning – Summer Work Experience On the Job Training Workplace Training/Coop Ed Program Job Readiness Training Subsidized Employment
<b>Occupational Skills Training</b>	An organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields.	Occupational Skills Training Private Sector Training Pre Employment Skills Training Entrepreneurial Training Skill Upgrade and Retraining

# WIOA Program Elements

Program Element	Description	Activity and/or Service
<b>Education concurrently w/Workforce Prep</b>	Integrated education and training that occur concurrently and contextually with workforce preparation.	Education w/Workforce Prep
<b>Leadership Development</b>	Opportunities that encourage responsibility, confidence, employability, self-determination and other positive social behaviors.	Community Service Leadership Development
<b>Supportive Services</b>	Services that enable youth to participate in program activities such as assistance with book, fees, school supplies, transportation, and legal aid services.	Supportive Services – except Needs Related Payment
<b>Adult Mentoring (12 months min)</b>	Participants receive adult mentoring for a period of not less than 12 months that connects to the youth's goals.	Mentoring
<b>Follow-up Services (12 months) MANDATORY</b>	Follow-up services are provided for 12 months unless the participants declines to receive follow-up services or cannot be located or contacted.	Follow-Up (Title I)

# WIOA Program Elements

Program Element	Description	Activity and/or Service
<b>Comprehensive Guidance &amp; Counseling</b>	Individualized counseling which includes drug and alcohol abuse, and mental health counseling, and referral to partner programs.	Comprehensive Guidance and Counseling
<b>Financial Literacy Education – MANDATORY</b>	Support the ability of participants to create budgets, learn how to manage spending, credit, and debt.	Financial Literacy Education Counseling / Financial Counseling
<b>Entrepreneurial Skills Training</b>	Entrepreneurial skills training provides the basics of starting and operating a small business.	Entrepreneurial Skills Training
<b>Labor Market Services – MANDATORY</b>	Participants receive access to career counseling, career exploration, career awareness, and the use of labor market tools.	Job Search <ul style="list-style-type: none"> <li>- Automated Labor Exchange</li> <li>- Job Order Search</li> <li>- Labor Market Info</li> <li>- Resource Room</li> </ul>
<b>Transition to Post Secondary Education – MANDATORY (IN-SCHOOL ONLY)</b>	Participants receive access to job exploration counseling, work based learning experiences, instruction in self-advocacy, work readiness training.	Post Sec/Training Transition Activities Counseling / Trans to Post Sec Ed/Training

# Program Elements - Mandatory

The GLWDB has established certain WIOA elements that **MUST** be delivered by local youth programming receiving WIOA Funding: *(plus additional elements of program's choosing for a total of 9)*

1. Tutoring, Study Skills Training and Instruction
2. Work Experience
3. Follow-Up services for 12 months after exit
4. Financial Literacy
5. Labor Market Services
6. Transition to Post Secondary Education (**ISY only**)

Bidders are NOT required to provide all 14 (fourteen) elements. However, all 14 elements must be available locally, if a youth is assessed and requires those services.

# Work Experience

- All students must participate in paid or unpaid work experience activities
- 20% of Program Funding (including staffing) must be utilized to provide work experiences to enrolled WIOA Youth
  - Youth Wages
  - Paid and unpaid internships
  - Summer/Year round employment
  - On-the-Job Training
  - Pre-apprenticeship programs
  - Job shadowing
  - Company Tours
  - Career Panels/Guest Speakers

# Career Pathway Planning



# WIOA Career Pathway

CAREER PATHWAY—The term “career pathway” means a combination of rigorous and high-quality education, training, and other services that—

- Aligns with the skill needs of industries;
- Prepares individuals to be successful in education options;
- Includes counseling to support education and career goals;
- Includes contextualized learning within an occupational cluster;
- Organizes education, training, and other services that accelerates education and career advancement;
- Enables the attainment of a secondary and at least one postsecondary credential;
- Supports entrance or advancement within a specific occupation or occupation cluster.

# Career Pathway Planning

GLWDB priority industries as indicated in our strategic plan:

- Advanced manufacturing
- Education
- Healthcare and Social services
- Construction/Trades
- Professional and Technical Services (IT)



# WIOA Performance Indicators

# WIOA Youth Performance Measures

Performance Measure	Goals
In Employment, Education, or Training in the 2 <sup>nd</sup> Quarter After Exit	80.5%
In Employment, Education, or Training in the 4th Quarter After Exit	73%
Median Wages 2nd Quarter After Exit	TBD
Credential Attainment	70.5%
Measureable Skill Gain	TBD
Employer Retention Measure	TBD

## Program Planning Summary: Out-of-School FY 19

QTR 1 - 7/1/18-9/30/18				QTR 2 - 10/1/18-12/31/18				QTR 3 - 1/1/19-3/31/19				QTR 4 - 4/1/19-6/30/19			
<b>Total Enrollment</b>				<b>Total Enrollment</b>				<b>Total Enrollment</b>				<b>Total Enrollment</b>			
New	2			New	3			New	10			New	0		
Carry In	5			Carry In	5			Carry In	5			Carry In	5		
<b>Total</b>	<b>7</b>			<b>Total</b>	<b>10</b>			<b>Total</b>	<b>20</b>			<b>Total</b>	<b>20</b>		
<b>Credential</b>				<b>Credential</b>				<b>Credential</b>				<b>Credential</b>			
HiSET	0			HiSET	8			HiSET	2			HiSET	2		
Other	0			Other	2			Other	2			Other	0		
<b>Total</b>	<b>0</b>			<b>Total</b>	<b>10</b>			<b>Total</b>	<b>14</b>			<b>Total</b>	<b>16</b>		
<b>Total Outcomes</b>				<b>Total Outcomes</b>				<b>Total Outcomes</b>				<b>Total Outcomes</b>			
<b>2<sup>nd</sup> Qtr. after exit</b>				<b>2<sup>nd</sup> Qtr. after exit</b>				<b>2<sup>nd</sup> Qtr. after exit</b>				<b>2<sup>nd</sup> Qtr. after exit</b>			
Employment	2			Employment	2			Employment	2			Employment	2		
PSE/Training/ Military	2			PSE/Training/ Military	0			PSE/Training/ Military	5			PSE/Training/ Military	0		
<b>Total</b>	<b>4</b>			<b>Total</b>	<b>6</b>			<b>Total</b>	<b>13</b>			<b>Total</b>	<b>15</b>		
<b>Total Outcomes</b>				<b>Total Outcomes</b>				<b>Total Outcomes</b>				<b>Total Outcomes</b>			
<b>4<sup>th</sup> Qtr. after exit</b>				<b>4<sup>th</sup> Qtr. after exit</b>				<b>4<sup>th</sup> Qtr. after exit</b>				<b>4<sup>th</sup> Qtr. after exit</b>			
Employment	4			Employment	1			Employment	2			Employment	1		
PSE/Training/ Military	4			PSE/Training/ Military	1			PSE/Training/ Military	1			PSE/Training/ Military	0		
<b>Total</b>	<b>8</b>			<b>Total</b>	<b>10</b>			<b>Total</b>	<b>13</b>			<b>Total</b>	<b>14</b>		

# Budget

- All 4 Budget attachments *MUST* be completed – Attachments Q-T, pages 33-36
- Work Experience – must be at least 20% of overall budget
  - For Example: Requesting \$50,000 → minimum \$10,000 is work experience
    - Fill out Attachment Q (Overall Budget) for \$50,000
    - Fill out Attachment R (work experience budget) for \$10,000
    - Attachment S – Overall Budget Narrative
    - Attachment T – Work Experience Budget Narrative

# Submission Timeframe

March 26, 2018	RFPs released
April 5, 2018	Bidder's Conference
April 13, 2018	Deadline for submission of written questions. All Q&A posted on GLWDB website
April 26, 2018	Proposals due by 4:00
Early June 2018	Bidders notified of outcome
July 1, 2018	Contract Start Date

# Review Process

- Proposals received by the submission deadline will be reviewed by a team of independent reviewers
- Scoring criteria: Total 100 Points

Program Design	40 points
Outreach and Recruitment	25 points
Past Performance/Ability to Achieve Outcomes	25 points
Administration	5 points
Program Operations	5 points

