

YouthWorks RFGA Q&A

Budgetary

Q: Can the PIC support YouthWorks partners with paperwork and payroll for youth employment?

A: While we encourage partnerships between organizations to meet the programmatic or administrative requirements of the grant, those partnerships need to be developed between the organizations themselves. Our office cannot make commitments on behalf of an unrelated agency.

Q: Please explain the payment structure.

A: Funding is provided on a cost-reimbursement basis, and only approved costs will be compensated. Programs Invoice OWD and OWD compiles invoices to submit to CommCorp. OWD does not help facilitate the hiring or payroll of students. Grantees are responsible for processing participant payments and retaining this documentation for invoicing and monitoring purposes.

Q: Is the \$3,000 average cost per participant the same for cycles 1 and 2?

A: This is an approximate suggestion. We expect some to report under and over this number.

Administrative

Q: Who applies to the RFGA?

A: The organization that intends to be the lead applicant and fiscal manager of the grant funds should apply to the OWD Request for Grant Applications. Applicant organizations must be nonprofit entities or those with fiscal sponsors.

Q: Are trade schools allowed to apply?

A: OWD aims to align with the regional blueprint outline of high demand industries. Applicant organizations must be nonprofit entities or those with fiscal sponsors.

Q: What trade industries have you worked with?

A: IT, Building Trades, and Medical to name a few.

Programmatic

Q: Are there any restrictions to remote learning?

A: Virtual learning is allowable, however, we require a minimum of a hybrid model and we would not accept less than 50% of the curriculum being delivered in person. Applicants

should detail the rationale for utilizing a particular format for instruction and how this meets the needs of the target population.

Q: Can you clarify, for cycle two, the number of hours that participants are expected to work for? There was a discrepancy in the CommCorp RFP. Page 16.

A: Citing the CommCorp RFP on page 16:

Cycle 2 Period (September 2, 2025 – June 30, 2026)

It is expected that participants be employed/in training for a minimum of fifteen 15 hours per week between September 2, 2025, and June 30, 2026. The employment must fulfill the following conditions:

- Participants who are 17 and under may be employed for no more than 15 hours per week for any employment that occurs while school is still in session
- Participants who are 18 and older may be employed for more than 15 hours per week for any employment

OWD interprets this to mean that for participants in cycle 2 who are 17 and under, the expectation is that they only work a maximum of 15 hours per week. For participants who are above 18, there is flexibility for students to work more than 15 hours per week. Overall, OWD suggests that applicants present hour-per-week allocations that seem realistic to their programming.

Q: Do you expect all organizations to serve all tiers?

A: OWD must ensure that tiers 1-3 are served across the regional portfolio but that does not necessitate that you must all serve tiers 1-4.

Question: Can participants be a part of cycle 1 and then 2? Can they then advance in tier in the following year?

A: In the interest of participant retention and seamless transition from one cycle to the next, participants can engage in both cycles with the support of this combined RFGA and additional database support around participant applications will be provided by CommCorp.

Q: For cycle 2, can there be a Fall and Spring cohort?

A: OWD encourages applicants to lean into defining what constitutes a program completion. OWD is not an anti-cohort model, but we encourage applicants to emphasize clear hours of curriculum and completion markers with the ultimate goal of transitioning youth from subsidized employment to unsubsidized. Cohorts are encouraged for tier 4 programming. Participants in cycle 1 must participate in programming for a min of 4 weeks (and up to 9 weeks), while cycle 2 participants are expected to engage in programming for a min of 9 weeks.

Q: Also, can you confirm that all participants should be paid for all hours of employment/supplemental program participation?

RFP page 26: "All participants should be paid for work and training, including orientation hours, with grant funds."

Q: Are we able to hire undocumented students for these internship roles?

A: Per the CommCorp RFP on page 24, "Eligibility of Participants: Participation in a YouthWorks program is limited to residents of the workforce regions who meet four eligibility requirements: age, income, risk factors, and geographic residence." No definitive guidance is provided on the citizenship status determination needed to define a student as eligible or ineligible in their RFP. However, students must be able to be paid wages so I encourage you to use that as a determining factor for being able to serve a student.