

March 12, 2018 RFP Bidders Conference

Updated March 16th, 2018

Question	Response
<p><u>Individual Student Eligibility</u></p> <p>You can serve someone with a HS diploma who is skills deficient, however, the priorities all pointed to options with GED services. Which one would you choose for those who have basic skill needs</p>	<p>It is Ok to serve someone with a HS diploma if they are functioning at 8th educational level grade and below</p> <p>You may still choose that priority even if you are working with someone who has a HS diploma For example-transitions to college programs</p> <p>A student who “has not achieved an equivalent level of education even with a secondary school diploma or other” is considered eligible for adult education services</p>
<p>How do you test for, or measure the “achieved level of education”?</p>	<p>You would measure educational functioning level with a standardized assessment</p>
<p><u>Applicant Eligibility Categories</u></p> <p>If we fall into multiple categories, for example, community based and non-profit, should we pick one? Pick all that apply?</p>	<p>As long as you fall into one of the eligible categories, you can select the one that you feel best describes your organization</p>
<p>Is there any way that we can get data match information for a program that was previously funded?</p>	<p>2016-2017 which is under WIOA is not available</p> <p>RIDE funded programs can access the years prior through the data system(CALIS)</p>

<p>For programs that have not been previously funded and did not track EFL data and are on the IET track, how do they comply with the EFL gains requirements? They might offer the occupational skills portion but not the education portion or did not track that.</p>	<p>They would need to develop a consortium with another agency that does have EFL that can demonstrate effectiveness</p>
<p>If a program had low outcomes during the first of 3 years and two years with increases, how would a program respond? This would be true for any program that did not meet the 80% in any of the 3 years</p>	<p>The organization would need to provide an explanation, improvement plan, etc. Even if Applying as part of a consortium.</p> <p>RIDE is not looking for 2017-18 data from any currently funded programs.</p>
<p>If a program does not have data for 3 years to demonstrate effectiveness but has had partnerships</p>	<p>The program would need to be part of a consortium with at least one other program that can demonstrate effectiveness.</p>
<p>For those tracking employment in IET-type tracks, what is the standard confirmation that RIDE will be looking for?</p>	<p>Under federal guidance, confirming employment verbally via telephone is allowable.</p>
<p>Does RIDE expect to see 2017-18 data as part of the RFP submission?</p>	<p>2017-18 is not yet a complete year of data and is not part of the past 3 year data requirements for demonstrated effectiveness</p>

<p>How far back can programs go in terms of data for supporting the RFP?</p>	<p>The last three full years of data are required. Programs may reference program years before those years, but must include the data for the 3 required years</p>
<p>Does a program need to have a minimum of 100 students per priority?</p>	<p>No, the 100 student minimum enrollment is total number of enrolled students per fiscal year.</p>
<p>Can a labor organization partner with an adult education program for an application?</p>	<p>Yes, as long as at least one entity can demonstrate effectiveness</p>
<p>Can you say more about the exact characteristics that define a consortium?</p> <p>Do the organizations need to exist separately now? Might they have been previously in a partnership?</p>	<p>One agency with satellites in multiple locations is not a consortium.</p> <p>It does not need to be two adult education agencies.</p> <p>It should not be another group or entity within the same agency, LEA, etc.</p>
<p>Do entities have to be paid through the grant to be considered a consortium?</p>	<p>There is an important distinction between a definition of a partnership and a definition of a consortium.</p> <p>Other entities might be part of a partnership but not be receiving any RIDE funds</p> <p>They might also provide services and not require that they receive RIDE funds.</p> <p>All consortium member agencies must contribute to the delivery of services that support the grant requirements and priority areas.</p>

	See consortium description and requirements below
What types of incentives are available for consortium applications?	Up to five(5) bonus points will serve as the incentive for applications that are part of a consortium
<p><u>Competitive and Optional Priorities</u></p> <p>Should we break down narrative responses as short answers addressing the ideas in the boxes or can it be submitted as one longer narrative response?</p>	<p>All questions in the boxes must be addressed in that section of response and must be clearly defined for proposal review.</p> <p>The “Instructions” above the boxes are <i>13 Consideration</i> quotes from WIOA and must be addressed by applicants.</p>
Uploading a large number of documents if there is a maximum number of pages	Zip files are recommended for the submission of narrative responses, required documents and all supporting documentation
<p>In reference to Page 29 Section E of the RFP:</p> <p>Quality of staff Sample of data</p> <p>What kind of data are you looking for?</p>	We are largely looking for professional development plans, and programs might also include reflective pieces, observations, and other qualitative data.
For the required documentation (separate from the 30 page narrative submission) should we embed the documents or submit them separately?	The supporting documentation must be submitted separately from the narrative response

Page 23 technology questions, how much flexibility is there in the documentation submission?	Additional documents are acceptable to be submitted to support that response.
Can you assume that in a small state, you might be in more than one consortium? Can an entity be both a lead agency and a partner? Can partners be from out of state?	See consortium description and requirements below
Are documents to be submitted in Word format or PDF	The narrative document can be submitted as a Microsoft Word document. Required documents should be scanned and submitted in PDF format.
If applying for more than one priority area should we put them in separate documents	No. All narrative responses must be submitted as one document.
What if you have an agency that is applying as part of a consortium, but would like to apply for optional priority area funding separately?	Only lead agencies receive funds. If a member wants to apply for optional funding, then the Lead Agency must submit the application. Agencies within the consortium will be responsible for different components or priority areas within the application
How will agencies be responsible for outcomes within a consortium?	Each agency within the consortium will be evaluated separately, as part of a full monitoring process <u>We are asking for all 3 years of outcomes for all agencies submitting as part of a consortium.</u>

<p>If you have a new agency not funded in the past but partner with an agency that has been funded, what data would you be looking for from both agencies</p>	<p>The data should be from the past three years prior to 17-18 and must demonstrate educational outcomes.</p>
<p>Will confirmations be sent back for submission of intent to apply forms</p>	<p>Yes. Phil will send back a reply for receipt of intent to apply forms</p>
<p>Who should sign the intent to apply form?</p>	<p>Forms should be signed by a representative from the lead agency or LEA if applicable</p>
<p>If an agency within the organization decides to not be part of the consortium or is not sure, should they submit their own intent to apply?</p>	<p>By April 11th, program should know if they intend to be part of a consortium. If they do not, they must submit an intent to apply form to be eligible to submit an application</p>
<p>Programs are accountable for projections for each year at renewal?</p>	<p>Yes, projections can change annually with renewal submissions (for agencies that are eligible for renewal). 100 students per fiscal year is required for each year the program is funded.</p>
<p>Appendix C – Can we reference the data in Appendix C in our narrative and not include the data in the narrative response?</p>	<p>Yes, applicants may reference Appendix C in their narrative response. The reference to the data in the appendix must be clearly noted and all other questions in the section must be answered completely.</p>
<p>How often will questions and answers related to the RFP be posted?</p>	<p>The responses will be posted on a regular basis</p> <p>We will include the questions and answers on the website close to the RFP</p> <p>We will date the Q&A document for individuals to see the current status</p>

<p><u>Funding Overview-Request for Funding</u></p> <p>Do we have to have a minimum of \$800 per student?</p> <p>Can matching fund be in kind or cash?</p> <p>How do you calculate the cost per student when also using other funding sources?</p>	<p>No, you can submit a cost per student that is less than \$800</p> <p>Match dollars may be cash or in-kind</p> <p>We are only looking at the RIDE funds</p>
<p>How are funds distributed evenly across all priority areas?</p> <p>Only 7% of the population we serve are ASE yet there are ¾ of the priorities address ESL and lower level students?</p>	<p>Each priority is equally as important as another. Programs should respond to the RFP based on the needs of their student population</p>
<p>Industry recognized credentials-can we get some specifics around the cost for credentialing?</p> <p>Post research-cost for RI is \$500 per student per license</p> <p>How can we calculate this?</p> <p>Can you also have on-ramps credentials count</p>	<p>A lot of the language we receive from the GWB includes industry-recognized credentials.</p> <p>CTE has this very well defined list of credentials and adult education does not. We will provide a list of CTE industry recognized credentials that RIDE is accepting</p> <p>Applicants that offer such credentials may require a higher cost per student for a program</p> <p>We recognize that many adult education programs may also offer on-ramp or pre-credential services. Applicants should describe how their program will be preparing students with the skills necessary to successfully earn such credentials.</p>

<p>What about the undocumented immigrants who cannot access the CTE credentials and have limited access to employment?</p>	<p>WIOA does not require legal residence or citizenship for access to Title II services. Programs should be designed to reduce any barriers to the extent legally possible.</p>
<p>Can you answer the questions in the Workforce Development Section even if you do not have an in house IET program?</p>	<p>An agency does not have to have a current IET program; however, all agencies must still respond to that Section. It is a required section.</p>
<p>Certifications What if certifications are up for renewal?</p>	<p>This is a different type of certification at the applicant level and does not affect this RFP.</p>
<p>Correctional institutions Are they eligible to apply here? What about other agencies that serve incarcerated individuals?</p>	<p>Correctional education is one of the options for use of funds under WIOA. Other programs may serve incarcerated or institutionalized individuals</p>
<p>RI-Best Planning Are there points for planning and implementation? Can RIDE clarify? Page 29 only has RI-Best implementation and not RI-Best planning</p>	<p>RI-Best is one of the priorities in the RFP, but it is not required for all applicants. RIDE understands that there may be additional costs associated with the planning and implementation of RI-Best, however, additional points are not awarded for this priority. RI-BEST Planning should also be a component of this criteria response.</p>
<p>Can programs make adjustments to priorities in subsequent program years</p>	<p>Eligible programs may make adjustments in their annual renewal applications</p>

<p><u>Optional Priorities</u></p> <p><i>IELCE</i></p> <p><i>Project Opportunity</i></p> <p>Page 64 2 workforce training sections-</p>	<p>Those two sections of the application are redundant. You only need to complete one. Programs can respond to either.</p>
<p>Budget</p> <p>Are we just submitting a summary budget for all priority areas</p>	<p>Yes. Only one summary budget is required. All applicable sections of the budget series must be completed.</p> <p>For a consortia application, one total budget must be submitted.</p>
<p>Walk through the review process</p> <p>Local WDBS will review for alignment?</p>	<p>Applications will be reviewed first for four (4) major requirements:</p> <ul style="list-style-type: none"> Eligible Agency Demonstrated effectiveness Minimum # of students Completeness <p>The local Workforce Development Boards will <u>review for alignment</u> and they will sign off on that and send that back to RIDE. they will indicate a Yes or a No or make recommendations for improved alignment</p> <p>RIDE will simultaneously be reviewing and scoring the applications.</p> <p>Approved applicants will be sent a preliminary allocation and final budgets and documentation will be required to be submitted through RIDE's online application system (AcceleGrants). New users in the system will be provided with log-in</p>

	<p>credentials, instructions and guidance for using the system.</p>
<p>Will applications be sent to both workforce boards</p>	<p>The primary location of the program or lead agency (for a consortia) will determine which board receives the application for review</p> <p>Program applications will not be submitted to both boards for review, even if they serve students in both locations.</p>
<p>Project Opportunity</p> <p>Are applicants to follow all required document requirements for appendices, etc.?</p>	<p>Applicants must submit all required narrative responses for all sections, as well as documentation, required appendices, and the completed application for Project Opportunity as an optional priority.</p>
<p><u>Consortium Description</u></p> <p>Consortium applications where two or more providers working together to provide adult education services in their respective areas with only one program listed as the fiscal agent are <u>strongly encouraged</u>.</p> <p>The consortia will:</p> <ol style="list-style-type: none"> 1. Ensure aligned coordinated curriculum among providers of adult education 2. Implement plans and strategies to integrate existing programs and create seamless transitions into postsecondary education or the workforce 	<p><u>Requirements</u></p> <p>The consortium application must identify one agency that will act as the lead agency for the consortium. The lead agency shall submit a single proposal on behalf of the consortium outlining a plan to provide adult education activities and explaining the roles and responsibilities of each member agency.</p> <p>The lead agency serves as the applicant agency of record, the legally recognized fiscal agent for the grant project, and the primary point of contact for RIDE. The lead agency is responsible for overseeing the implementation of all aspects of the grant, e.g., plan of services, grant monitoring and data reporting, and fiscal management. All consortium members are</p>

<p>3. Deliver relevant programs and courses in the strategic geographical locations to meet the needs of adult learners in the community.</p> <p>4. Provide resources and student support services to ensure the successful completion of programs and courses transitioning to further education and/or the world of work.</p> <p>5. Provide professional development opportunities to faculty and staff</p> <p>Can partners be from out of state?</p>	<p>subject to the terms and conditions of the grant award, federal requirements, and state policies.</p> <p>The applicant or lead agency must be an eligible agency. All other consortium members must be eligible agencies as defined by statute or regulation.</p> <p>The Interagency Letter of Agreement (Appendix I) must explain the responsibilities of all agencies in a consortium.</p> <p>A program might be a member of more than one consortium but cannot be a lead agency.</p> <p>An entity is either a lead agency or a member of any consortium. The entity cannot be both.</p> <p>This will be considered on a case by case basis.</p>
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