

Minneapolis Works RFP
Responses to questions posed during the Proposer's Information Session

Question 1: Does having an active Career Pathways funded project prohibit an agency from applying for the Minneapolis Works RFP?

Answer: Having current Career Pathways funding does not make your agency ineligible to apply for the Minneapolis Works RFP. You would need to be careful not to enroll participants into both programs, however, unless the dual enrollment is for very distinct services in each that is not already funded by the other source.

Question 2: Just to clarify dual enrollment - if funds are DEED, job placements, we also cannot dual enroll correct? Such as with DEED Southeast Asian Equity funding. (see answer to Question 3)

Question 3: Can participants be dual enrolled in other programs?

Answer: Dual enrollment may be allowable if the services that a participant is receiving is not covered by both funding sources. For example: If you have a Minneapolis Career Pathway or DEED grant in which job placement is already funded, you may not dually enroll in both programs. However, if you have a grant that funds solely training and not placement, you could enroll and fund the training portion with the one grant (if that grant allows) and enroll the participant in Minneapolis Works for the career services/placement upon training completion.

Question 4: Can participants be co-enrolled in Dislocated Worker funded by the state or Hennepin County? (see answer to Question 3)

Question 5: What are the types of support services and amounts that can be offered to participants on this grant?

Answer: Minneapolis Works allows for support services to be offered to participant that can assist them with obtaining employment. All support services must be reasonable and allowable and documentation of the need as well as receipts MUST be included in the participant file. Typical examples may include: work clothing, transportation assistance, food support, access to technology, and tools/supplies required by employers for hire. When in doubt, check in with your program manager to get approval BEFORE providing a support service. There is not a separate line item in the budget for support services and all support services will come out of your funding allocation.

Question 6: Many of our participants need trauma informed care. Is that an eligible expense?

Answer: This would be deemed a support service and would need to be paid for on a per participant basis with the appropriate documentation in the file and Workforce One. The

participant's intake/assessment and employment plan would need to demonstrate a need for this support service as well.

Question 7: What is the contract length?

Answer: Contracts for funded agencies would start approximately September 2021 and go through May 2022, so 9 months. Organizations with strong performance that adhere to policies and procedures **may** have their contracts extended for the next program year beginning June 1, 2022.

Question 8: Regarding income: what level of documentation is required to demonstrate eligibility? Some grants allow self-attestation while others require proof of income (pay stubs) and require for whole household, not just participants.

Answer: While self-attestation is allowable, it is preferred that you provide documentation in the form of tax forms, pay stubs or other acceptable forms when possible. If the participant reports zero income, self-attestation is acceptable. If the participant/applicant is receiving any kind of public assistance, providing the case number and type of public assistance can also serve as a verification of income. All recipients of public assistance can qualify for the program.

Question 9: Are only full-time jobs counted or do part-time jobs also count as placements?

Answer: Placements are only counted if they are 30 hours per week or more AND have a wage of at least \$12.50 per hour.

Question 10: Would we be doing community outreach, receive referrals or a combination of both?

Answer: Each funded agency would need to do their own outreach and recruitment of participants. In rare circumstances, Minneapolis Employment and Training (MET) may refer participants to your agency if we are contacted by someone in need of services that fits the program criteria.

Question 11: To clarify, this is cost reimbursement - not performance based. Would you like providers to state the number of persons we anticipate serving in the proposal?

Answer: You may indicate how many participants you anticipate your agency could serve, but the final number to be served will be a negotiation between MET and the agency selected for funding through this RFP process. The budget for your agency will be built based on the number of participants you will serve multiplied by the per participant allowable cost of \$3,700.

Question 12: How many participants are you hoping to serve with the three agencies in the 9-month time frame?

Answer: It is estimated that the agencies funded would serve a combined 80 participants over the 9- month contract period.

Question 13: The RFP specifies that the proposal format should be 8-pages double spaced. The proposal template with the open fields for inserting our questions appears to be automatically formatted as single space. Does the 8-page limit still apply when using the single spaced template?

Answer: Please disregard the double-spacing and page length limit. Enter your answers into the pre-formatted application form.

Question 14: How does this align/differ from WIOA programmatically?

Answer: WIOA is a distinct program with a separate set of eligibility criteria, allowable activities and required outcomes.