



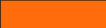
Developing a thriving
workforce in the
Pittsburgh area.



**PARTNER
WORK**

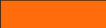
**Bidders Conference:
Youth and Young Adult Career Services RFP**

12-7-22



Agenda

- **Introduction**
- **Bidder's conference overview**
- **Context**
 - Partner4Work
 - Youth and Young Adult Services
- **RFP and proposals**
 - RFP overview
 - Proposal considerations
 - Questions



Bidder's Conference

- **Purpose**

- Provide information to interested parties
- Provide an opportunity to ask questions

- **Questions**

- Ask questions during the conference using chat
- Submit questions after the conference to Partner4Work via email - RFP@partner4work.org

- **RFP information**

- The RFP and related documents provide the official record
- Updated Q&A document will be posted following the conference
- Slides offer highlights of the RFP contents and will be posted



Partner4Work

- **Partner4Work is the Workforce Development Board for Pittsburgh and Allegheny County**
 - Dedicated to developing a thriving workforce in the Pittsburgh area
 - We design, fund, and support a portfolio of workforce programs and initiatives for adults and youth to meet the needs of employers, job seekers, and workers
- **Functions of a workforce development board**
 - Direct federal, state, and local funding to workforce development programs
 - Provide oversight and coordination of local workforce services
 - Provide oversight and coordination of operations and services at PA CareerLink®
 - Develop local and regional workforce strategies
 - Conduct and publish research on needs of the regional economy



Youth and Young Adult Career Services Procurement Goals

- **Community-based to establish partnerships in areas of high need**
- **Focusing on investments in work-based learning opportunities**
- **Build pathways to opportunity industries for young people**
- **Establish functional connections within a network of providers and with PA CareerLink**

Investments in Youth and Young Adults

	WIOA	TANF	Total
Allegheny County	Up to \$1.5M	Up to \$1M	Up to \$2.5M
City of Pittsburgh	Up to \$1.7M	Up to \$1M	Up to \$2.7M
Total	Up to \$3.2M	Up to \$2M	Up to \$5.2M

- Estimated Number of Contracts: 18
- Term: One base year with option for up to 3 renewal years
- Participant Ages: 14-24 with systemic barriers to employment
- Youth/ Young Adult Eligibility: Specific to funding source



Possible Program Models

Career Exploration and Experience

- Audience: young people interested in experiential learning about career pathways
- Program support centered around work-based learning experiences for 1 program year
- Most likely funded through TANF youth development funds

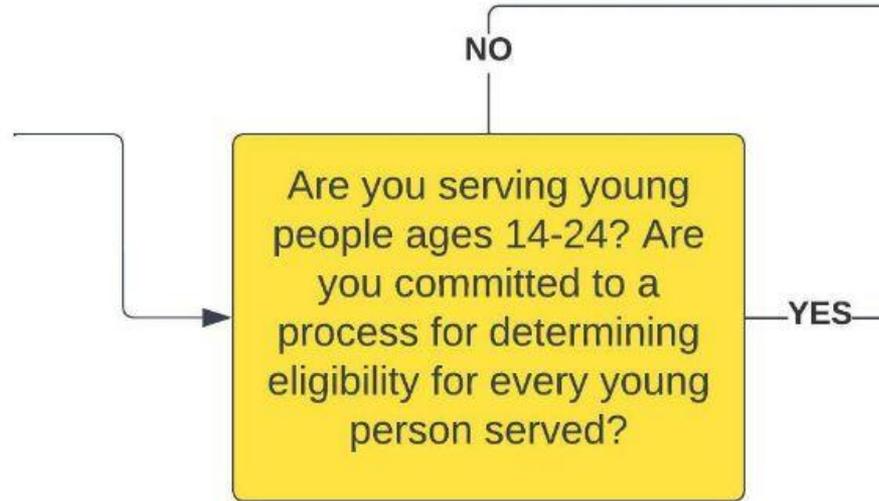
Pathways to Employment or Postsecondary Education and Retention

- Audience: young people ready to commit to employment or enrollment in post-secondary education
- Program support provided within enrollment and for 1 year following exit to support retention
- Most likely funded through WIOA youth funds

Appendix E: Does My Program Align (p.47 of RFP)

Does My Program Align?

Use this flow chart to determine if your program aligns with the program models, funding sources and capacity requirements associated with successful potential contracts with Partner4Work.



Eligibility Criteria Examples

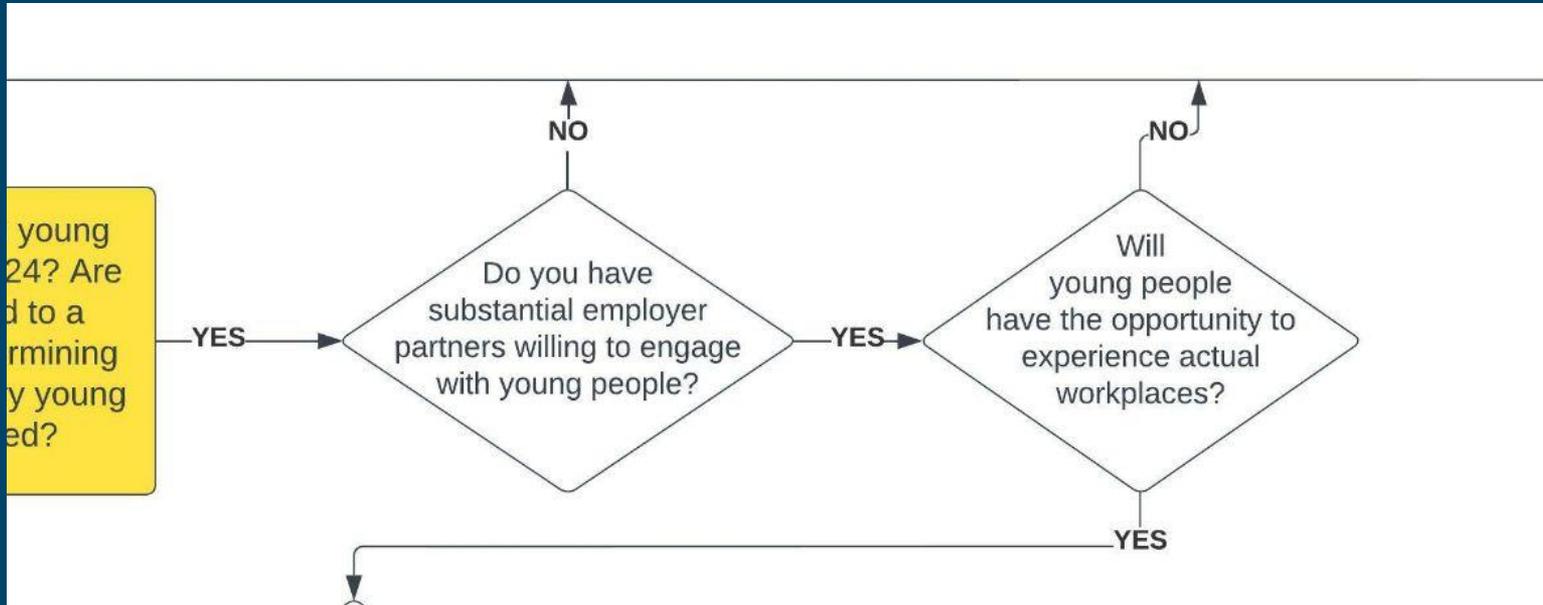
Criteria is determined by funding stream. Documents to verify eligibility are required to be collected in the intake process prior to enrolling youth.

Criteria may include:

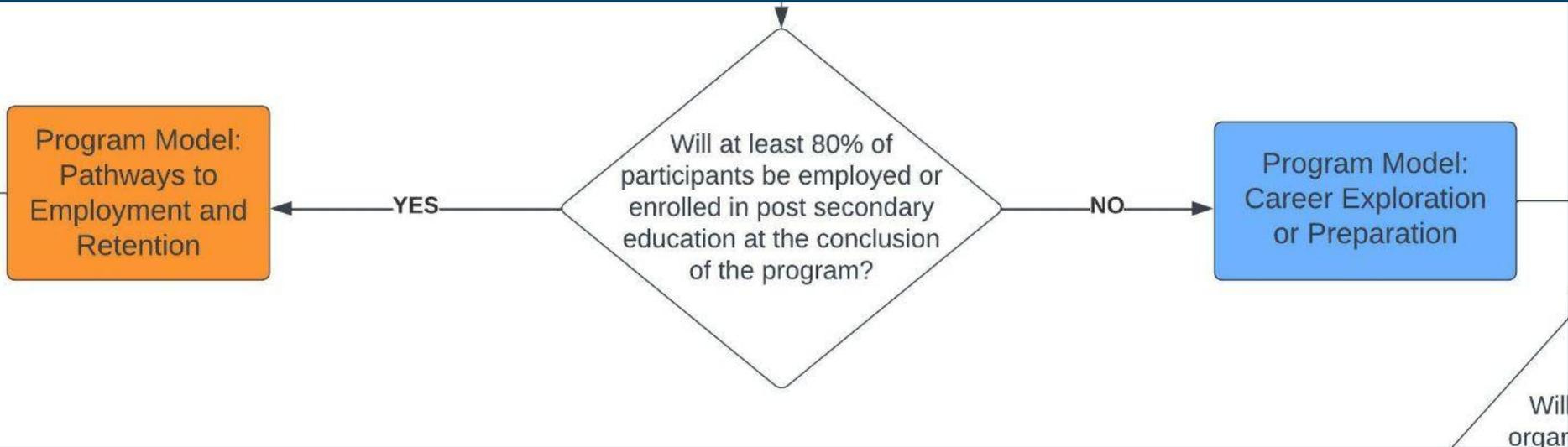
- Age
- Residency
- Citizenship/Ability to Work in US
- In school or out of school status
- Reading/Math Skills
- Systemic barrier to employment

See current [Partner4Work Youth Eligibility Policy](#) for more information

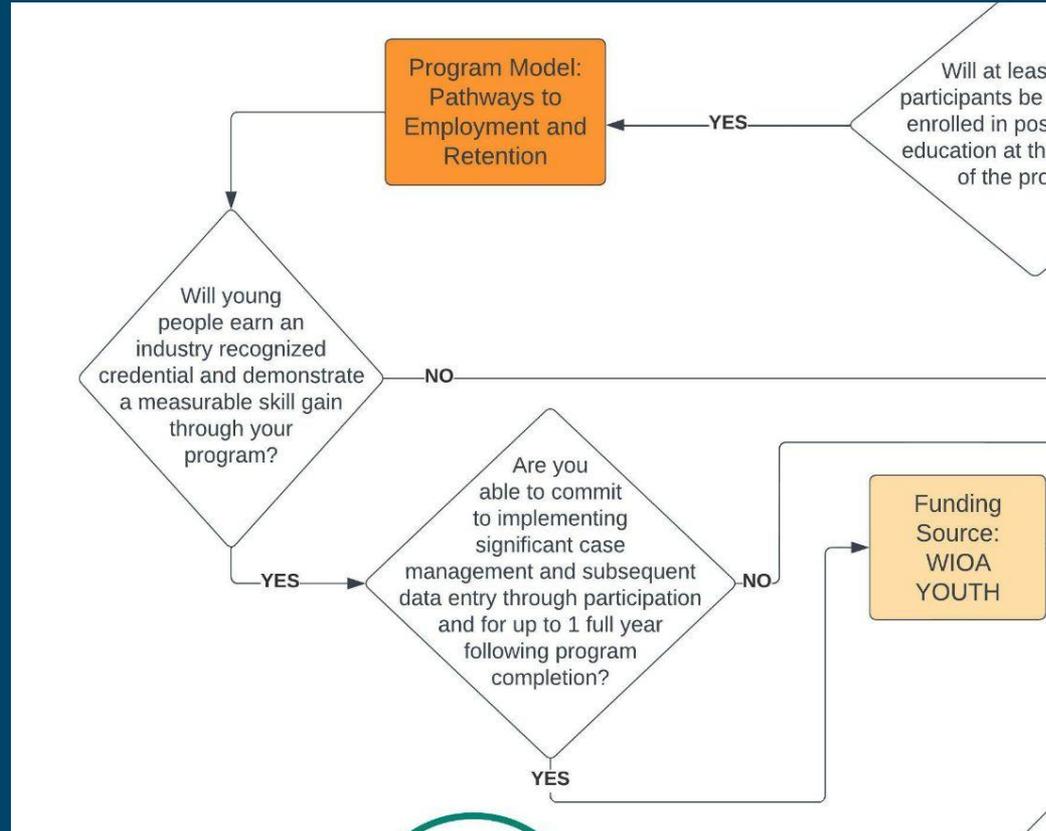
Appendix E: Does My Program Align (p.47 of RFP)



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Definitions of Requirements During Program:

Industry Recognized Credential:

A credential is awarded in recognition of an individual's attainment of measurable technical or occupational skills necessary to obtain employment or advance within an occupation. These technical or occupational skills are generally based on standards developed or endorsed by employers. [TEGL 15-10](#) [WIOA Credential Decision Tree](#)

Measurable Skill Gain:

Documented academic, technical, occupational or other forms of progress toward a postsecondary credential or employment. [TEGL 10-6, Change 1](#)

Paid/unpaid Work Experience:

Experience that is limited in duration, provides knowledge to successfully complete the occupation, offers contextual educational opportunities [Partner4Work Work Experience Policy](#)

****Requiring significant data entry and tracking in CWDS****

Outcomes Measured After Program Exit:

Employment 2nd Quarter after Exit

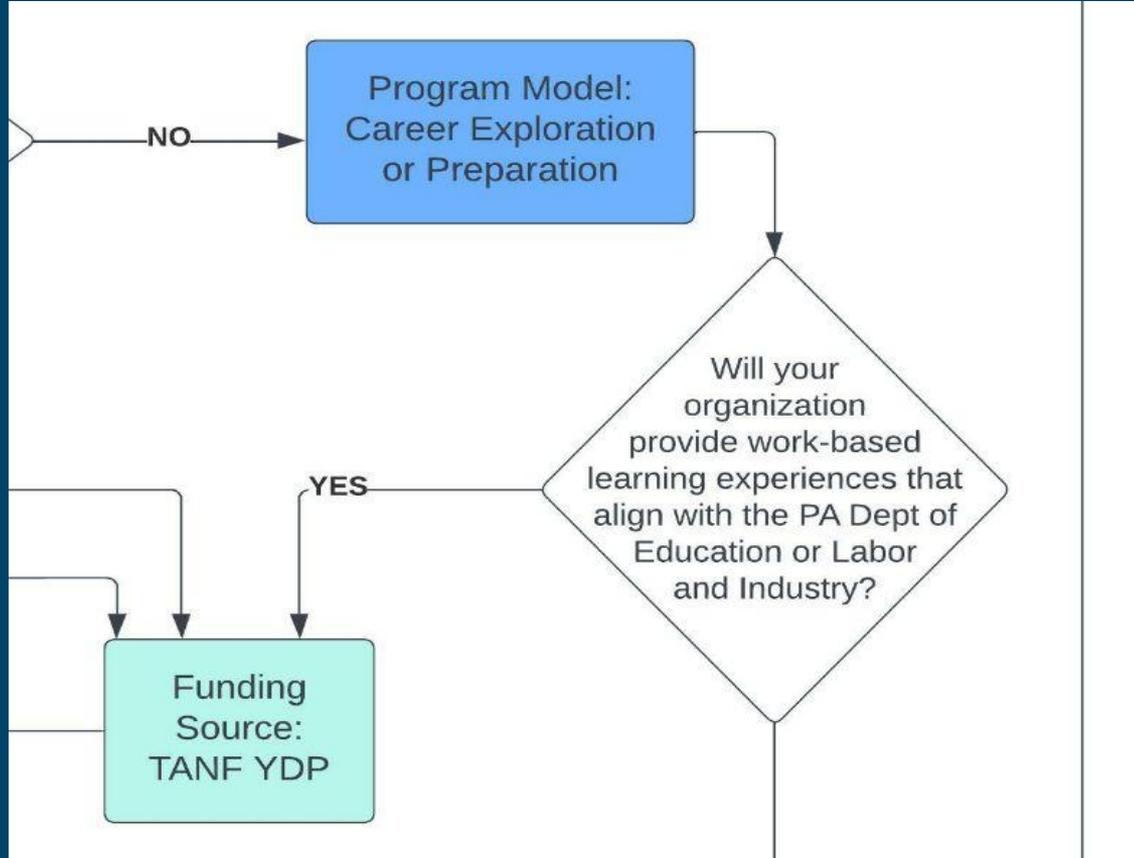
Median Earnings 2nd Quarter after Exit

Employment 4th Quarter after Exit

TEGL 10-6, Change 1

****Supportive services may be provided per Partner4Work Follow Up Service Policy and will require continual data entry and tracking in CWDS****

Appendix E: Does My Program Align p.47



Work Based Learning Experiences

TYPES

Job Shadowing

Cooperative Education

Internships/ Externships

Career Mentoring

(Pre)Apprenticeships (registered or with intent to register)

Paid/unpaid Work Experience

RESOURCES FOR ALIGNMENT

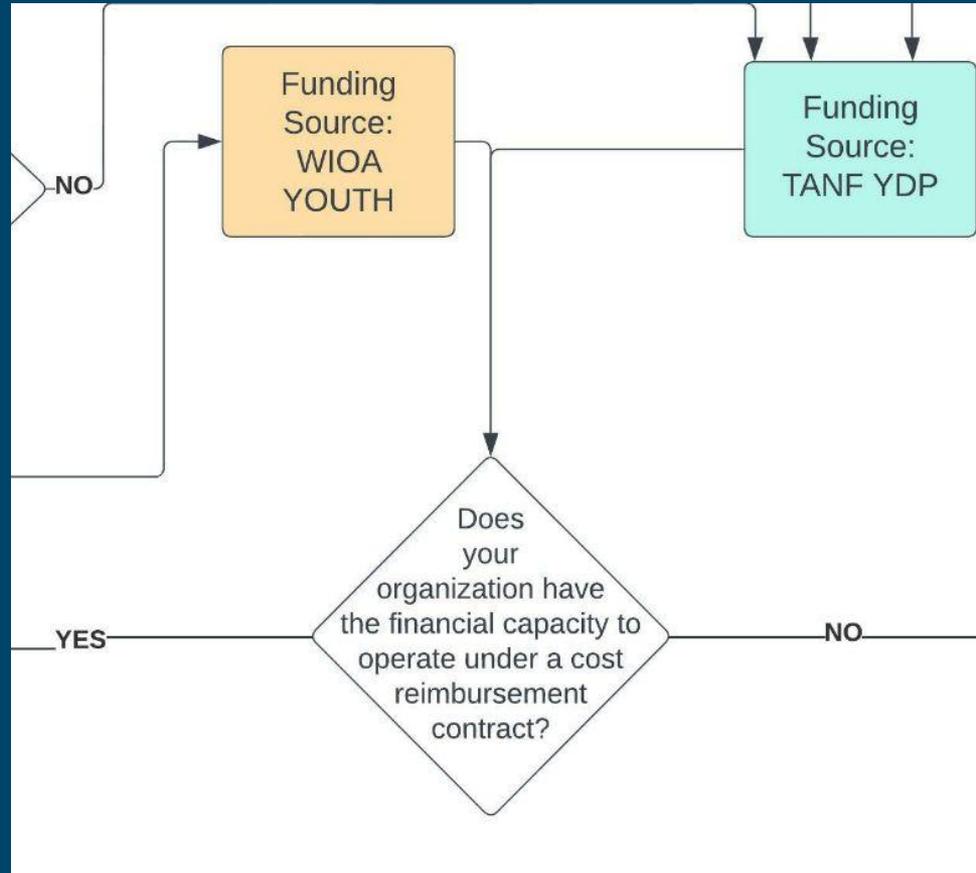
[PDE Work-based Learning ToolKit](#)

[L&I Registered Apprenticeship Info](#)

[US DOL Paid and Unpaid Work Experience and other Work-Based Learning Resources](#)

[Partner4Work Youth Work Experience Policy](#)

Appendix E: Does My Program Align p.47



Notes on Funding Requests

- **Proposals from partnerships will require one lead organization to hold the contract, subcontracts are permissible**
- **Note which program model and funding source you think best fits your program design in the cover page**
- **If proposing both models, submit separate program model descriptions and separate budgets for each (can exceed page maximum)**
- **Subsequent contract budgets resulting from this solicitation will be required to have separate budgets for City and County participants.**
- **Partner4Work reserves the right to determine the final funding source for any subsequent contracts**



Anticipated Agreements

- **Potential awards**

- Up to 18 contracts
- Term: 12-month period of July 1, 2023 to June 30, 2024
- Historical values: \$25,000-\$1,000,000
 - Provided for informational purposes; proposals should reflect requirements of the RFP

- **Periods of performance**

- One base year contract (PY23); two optional renewals (PY24 and PY25)

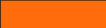
- **Program costs**

- Reasonable and necessary, allowable, and allocable
- 25% allocated towards paid/unpaid work experience for WIOA programs

- **Method of payment - cost reimbursement**

- **Partner4Work contract templates**

- Subrecipient agreement - www.partner4work.org/documents/contract-templates/



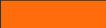
How to Apply

- Read the **RFP** in detail
- **Proposals due: January 17, 2023 at 11:59pm ET**
- **Submit to: RFP@partner4work.org**
- **Use subject: “Proposal, Youth and Young Adult [Organization name]”**
- **Formatting and organization**
- **General structure of a proposal- 17 pages max unless proposing a program for each model (excluding attachments)**
 - Cover sheet and executive summary
 - Organization description
 - Program narrative
 - Budget and budget narrative
 - Attachments



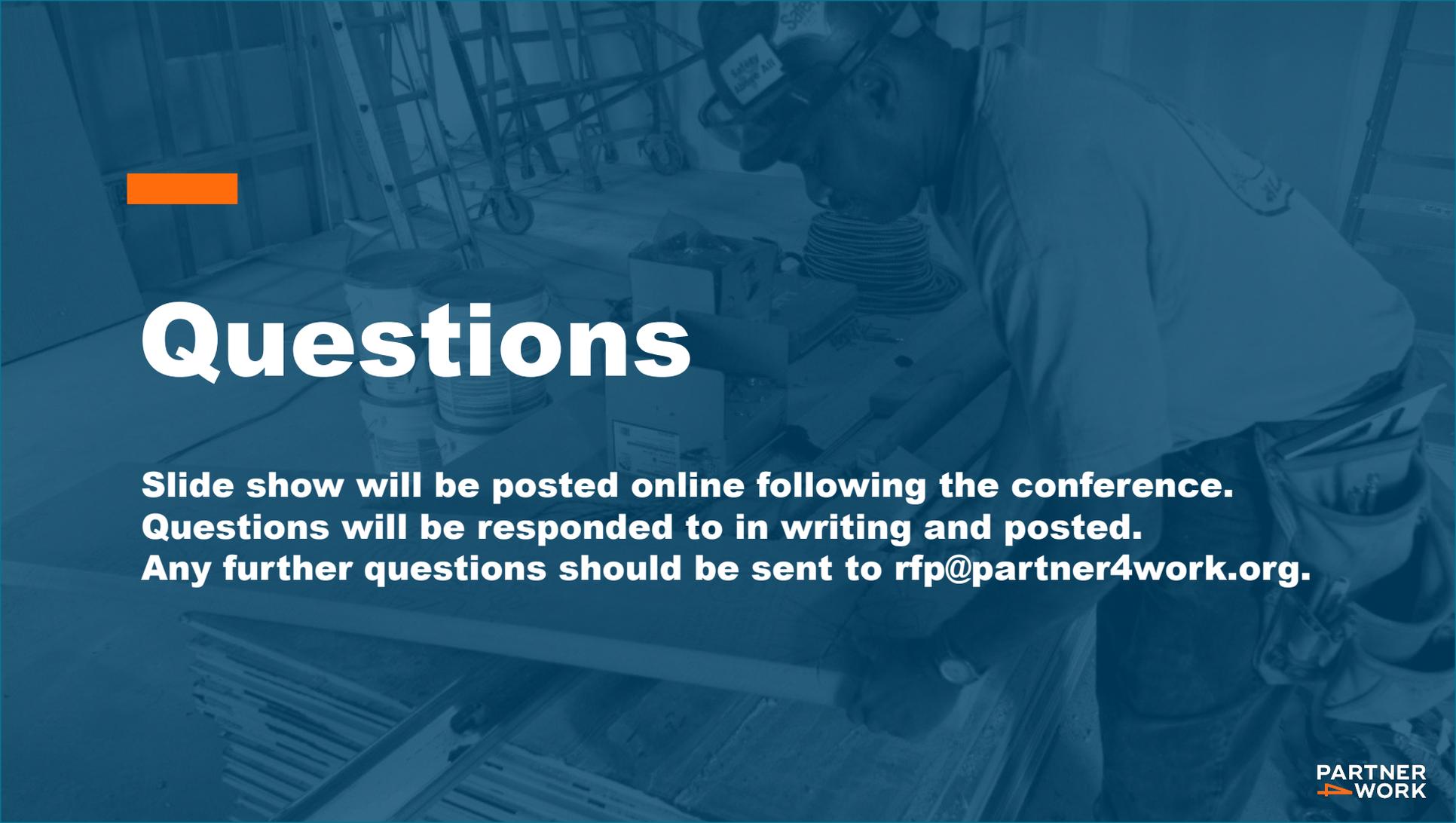
Proposal Review and Selection

- **Initially reviewed for completeness and compliance**
- **Full review by internal and external evaluators**
 - Confidentiality and conflict of interest
- **See scoring rubric on page 33**
- **Presentations or discussions with certain bidders**
- **Recommendations to Partner4Work leaders and board members**
- **Selection for award subject to contract negotiations**



Important dates

- **RFP Release Date - Nov 21, 2022**
- **Bidder's Conference - Dec 7, 2022**
- **Question Due Date - Jan 9, 2023**
- **Proposal Due Date - Jan 17, 2023**
- **Proposal Review - Jan and Feb**
- **Potential Discussions - Feb and March**
- **Notification to Bidders - End of March 2023**
- **Contract Start Date - July 1, 2023**



Questions

**Slide show will be posted online following the conference.
Questions will be responded to in writing and posted.
Any further questions should be sent to rfp@partner4work.org.**