



The Chicago Cook Workforce Partnership

**Out-of -School Youth Provider RFP
Bidders Conference**

Monday, April 13, 2015



Agenda

- Welcome and Overview
 - Partnership And WIB
 - Mission and Vision
 - Youth Vision
- Purpose, Funding and Schedule
- WIOA Requirements
- Program Models
- Evaluation and Selection Process
- Budget and Fiscal Submissions
- Submittal Procedures
- Questions and Answers



The Partnership

Chicago Cook Workforce Partnership (The Partnership) is a non-profit administrative agency created under the joint leadership of Chicago Mayor Rahm Emanuel and Cook County Board President Toni Preckwinkle.

- ❖ *Workforce Investment Board (WIB) oversees The Partnership and has statutory responsibility for local implementation of the Workforce Investment Opportunity Act (WIOA), governance and strategic planning*
- ❖ *The Partnership has programmatic and administrative responsibilities for all WIOA services provided in Cook County (LWIA 7)*



The Partnership

Our Vision

“Every person has the opportunity to build a career; every business has the talent to grow and compete in a global economy”

Our Mission

To create, promote and effectively manage a network of workforce development agencies that:

- *Designs innovative solutions to address business needs, and,*
- *Prepares individuals for, and connects them to, career opportunities.*



The Partnership

Youth Vision:

We envision a system where all young adults in Cook County are able to easily access a comprehensive and integrated set of education and training supports that increase the number of young adults productively engaged in the workforce, thereby increasing self-sufficiency and reducing poverty.

The Partnership seeks to be a leader in empowering “opportunity youth” to obtain employment, re-engage in school, prepare for post-secondary education and/or connect to industry-focused education and training programs.



Purpose, Funding and Schedule

RFP Purpose

To identify and fund organizations that will design innovative and comprehensive services that result in out-of school youth achieving academic and employment success.



Purpose, Funding and Schedule

Contract period

- July 1, 2015- June 30, 2016 (1 year extension options for up to 2 years)

Contract type

- Currently cost- reimbursement (exploring performance-based options/components under WIOA)

Funding Amount

- Total award unknown at this time. Approximately \$8,000,000.

Funding Range

- Current WIA Range: \$115,000-\$1,625,000



Eligible Respondents

Eligible Respondents include:

Any governmental, not for profit, educational institution or for profit entity;

- Properly operating in accordance with Federal State and local law and in business for at least 3 years
- Eligible to do business with the City of Chicago, Cook County and the State of Illinois
- Direct service location in Cook County secured for start of the grant
- Collaborations must:
 - Identify lead agency
 - State role/responsibilities
 - Include organizational chart
 - Describe how funds will flow within the collaborative and percentage of funds
 - Identify fiscal agent



Ineligible Respondents

If your agency is:

- Currently barred suspended, proposed debarment, declared ineligible or voluntarily excluded from participation in this transaction by a Federal or State department /agency;
- Has existing grants with any State, County or City agency that are suspended or otherwise not in good standing;
- Not in compliance with the Illinois Department of Revenue or the Federal Internal Revenue Service requirements.



WIOA Requirements

Program Requirements:

- Provide objective assessment
- Develop service strategies for each participant that identify career pathways and educational and employment goals
- Provide:
 - Activities leading to attainment of a high school diploma/GED
 - Preparation of post secondary education and training opportunities
 - Strong linkages between academic and occupational learning
 - Preparation for unsubsidized employment opportunities
 - Effective connections to intermediaries with strong links to job market and employers.
- Access to 14 Service Elements (continuum of services)



WIOA Requirements

OSY Eligibility

- Not attending school
- Not younger than 16 or older than 24
- One or more of the following:
 - a. A school dropout
 - b. Youth within age of compulsory school attendance but has not attended school for at least the most recent complete school calendar quarter.
 - c. A recipient of a secondary school diploma or GED who is low income and is:
 - i. Basic skills deficient, or
 - ii. An English language learner
 - d. Individual subject to juvenile or adult justice system
 - e. Homeless individual, runaway, in or aging out of foster care
 - f. Individual who is pregnant or parenting
 - g. Individual with a disability
 - h. Low income individual who requires additional assistance to enter or complete an educational program or hold employment.



WIOA Requirements

- **Career Pathway Focus:** “a combination of rigorous and high quality education, training and services...”

- **Work-based Learning : 20% of funds** must be spent on activities supporting paid and unpaid work experience that have as a component academic and occupational education.
 - Summer employment
 - Other employment during the year
 - Pre-apprenticeships
 - Internships
 - Job Shadowing
 - On the Job Training



Priority Target Populations

Priority Populations:

- “Opportunity Youth” who are disconnected from school or work
- Court involved youth, homeless runaways youth in or aging out of foster care, pregnant or parenting youth, youth with a disability immigrant youth eligible for work, youth residing in public housing
- Youth referrals from the One Summer Chicago Plus program
- Youth connected through the Chicago Public School SOAR centers/Option Schools



Program Models

Select from four program models. Choose one that best fits your program or propose a design that includes a combination of a few or all of the models.

- Alternative Education
- Post-Secondary Education/Training
- Sector-Based Training
- Youth Employment



Program Models

Alternative Education

- **Target:** Young adults without a high school diploma/GED
- **Goal:** Obtain diploma/GED and entry into post-secondary education or employment along a career path
- **Note:** *Must reach beyond diploma and contain components of other models*

Post-secondary education/training

- **Target:** Young adults with a high school diploma/GED
- **Goal:** Young adults enter post-secondary education/training with the skills to persist and succeed.
- **Key Features:** College application assistance, ACT prep, college tours, FASA



Program Models

Sector-based Training

- **Target:** Young adults interested in a particular industry
- **Program Target:** Academic and vocational training within a particular industry
- **Goal:** Entrance into employment/advanced education along a career path within the targeted industry, credentials
- **Key Features:** Business industry involvement, contextualized learning

Youth Employment

- **Target:** Young adults interested in obtaining employment
- **Goal:** Entrance into employment along a career path
- **Key Features:** Job Readiness and soft skills training, career exploration and development and strong business relationships
- **Note:** *Basic Skills remediation is also important component*



Performance Measures (WIA)

Performance Measure	Definition	PY 2015 Goal	Meeting Range:
Attainment of a Degree or Certificate	The percentage of youth who are employed, in post-secondary education, the military or advanced training in the first quarter after exit	63%	62.9%-50.4%
Placement in Employment or Education	The percentage of youth who attain a diploma, GED or certificate	68%	67.9%-50.4%
Literacy and Numeracy Gains	The percentage of basic skills deficient youth who increased to the next educational functioning level in math or reading	54%	53.9%-43.2%



Performance Measures (WIOA)

Measure	Definition	Goal
Placed in Employment/ Education	The percentage of youth who are in education/training activities or in unsubsidized employment in the 2 nd quarter after exit	TDB
Retention in Employment/ Education	The percentage of youth who are in education/training activities or in unsubsidized employment in the 4 th quarter after exit	TBD
Median Earnings	The median average earnings of youth who are in unsubsidized employment	TDB
Credential Attainment	The percentage of youth who obtain a recognized post-secondary credential or a secondary school diploma/GED during participation or within 1 year after exit	TDB
Skills Gain	The percentage of youth who are in an education training program that leads to a recognized post-secondary credential or employment and who are achieving measurable skill gains	TDB



Evaluation and Selection Process

- Proposal Review: Team of reviewers, may include WIB members or outside volunteers
- Fiscal Review: assessing entity's fiscal capacity
- Past Performance Review
- Recommendations to committees of the LWIB
- LWIB recommendations



Evaluation Criteria

Criteria	Point Value
Organizational History and Experience	10
Staffing Plan, Qualifications, Professional Development and Experience	15
Program Description	35
Past Performance and Planned Outcomes	20
Fiscal	20
Total Points Available	100



Submission Requirements

Executive Summary: 2 Pages

Proposal Response (30 pages not counting attachments):

- Organizational History (3 pages)
- Staffing Plan, Professional Dev. (5 pages)
- Program Description (15 pages)
- Past Planned Outcomes (2 pages)
- Fiscal Structure (5 pages)



Submission Requirements: Fiscal and Budget Forms

- Budget Forms – *Consists of Budget instructions, Budget Summary forms, and a Budget Narrative. Detail all personnel and non-personnel costs associated with WIOA-related programs, as well as the portion of costs being requested to be provided by The Partnership. (Use required forms on the website www.workforceboard.org)*
- *Fiscal Questionnaire (Form to complete)*
- ***Note:** ITA training dollars should **NOT** be included in any Budget submission.*



Submission Requirements- Fiscal and Budget Forms

- Cost Allocation Plan
- Most recent audited financial statements, management letter and federal and state tax returns
- Audit
- IRS W-9
- Current Board listing with business address
- Certificate of Good Standing



Submittal Procedures

All proposals must be submitted in both electronic and paper form:

- *One original four copies*
- *One complete proposal containing original signatures in **blue ink** signed by the President, CEO or equivalent of the organization and marked “Original.”*
- *8 1/2 x 11 letter size paper*
- *Single-sided printing, double spaced*
- *One inch margins*
- *12-point font*
- *Bound on the left side with a 2 hole punch and a sliding clasp*
- *Proposal and executive summary submitted on USB flash drive saved on MS Word file*
- *Fiscal and budget documents saved as an MS Excel file*



Checklist and Required Forms

Service Location: _____ Agency _____

The documents submitted for this application must be packaged in the same order as the checklist below. Please bind the document using 2 inch Prong Fasteners.

- Youth Affiliate Information Form
- Executive Summary (specific to this Youth Affiliate Application)
- Youth Affiliate Application Narrative
- Memorandum of Understanding (MOU) with partners
- Job Titles and Descriptions
- Resumes Organized by Job Title
- Customer Flow Chart
- 14 Service Elements Delivery Plan Form
- Planned Outcomes
- 1Y Out-of-School Budget
- 1Y Out-of-School Budget Narrative
- Fiscal Questionnaire
- IRS W-9 Request for Taxpayer Identification Number and Certifications
- Certificate of Good Standing or Tax Exemption Certificate
- Copy of most recent financial audit
- Cost Allocation Plan
- List of Board Members (including their addresses)
- Signed Statement of Assurance
- Signed Statement of Compliance



Submittal Procedures: Packaging

Each package envelope should be labeled as follows:

Proposal for *WIOA Out-Of-School Youth Affiliate Program*

Date of submission

Name of respondent

Package __ of __

Deliver to:

Illona Sheffey-Rawlings, CAO/General Counsel

c/o The Chicago Cook Workforce Partnership

69 W. Washington, Suite 2860

Chicago, IL 60602

Due Date: Monday May 4, 2015 by 4:00 P.M. CST



Questions & Answers

Responses to all questions received by The Partnership by Friday, April 17, 2015 will be posted on its website at www.workforceboard.org by April 22, 2015.

Respondents must check the website for any updates.



PROPOSAL DEADLINE

DUE no later than **4:00 P.M. CST**

MONDAY, MAY 4, 2015

69 W. Washington, Suite 2860

Late Responses will **NOT** be accepted!!!

