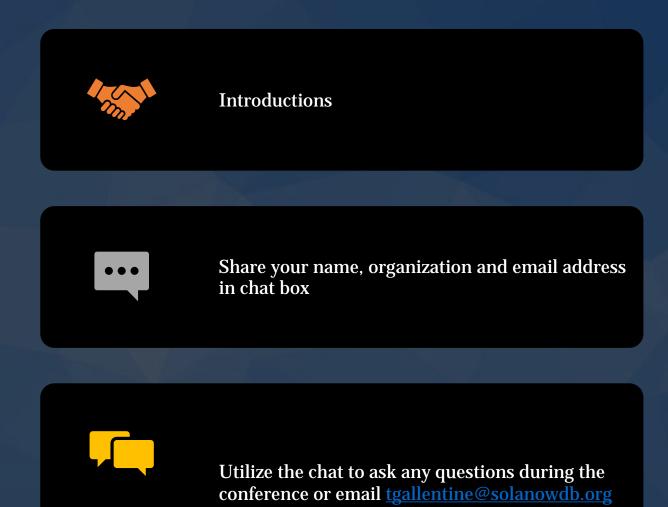


# Prison to Employment: Earn and Learn

Bidders' Conference October 4, 2023





# Today's Topics

Overview of Earn and Learn Grants

Programmatic Details

**Proposal Submission** 

**Proposal Evaluation Process** 

**Post-Award Information** 

#### P2E Earn and Learn Grants

- Funded through California Workforce Development Board and SB866
- Goal: to provide Earn and Learn training services to justice-involved individuals in Solano County
- Anticipated one award of \$51,000
- Intended grant period: 1.1.24 12.31.25
- Responding entities must be based in Solano County or have a clear history of service delivery within Solano County



#### RFP TIMELINE

Found on page 3 of RFP

Event	Dates
Request for Proposal issued	September 22, 2023
Virtual Bidder's Conference	October 4, 2023 at 2:30pm PT
Deadline to submit questions for Q&A	October 16, 2023 by 5:00pm PT
Final Responses for Email Q&A posted	October 18, 2023 by 5:00pm PT
Proposals Due	October 20, 2023 by 4:00pm PT
Anticipated Award Announcement	November 3, 2023
Contract Negotiations	November 5 – November 22, 2023
Final Contract Approval	By December 12, 2023
Intended Contract Start Date	January 1, 2024

## Scope of Work

#### Seeking...

- Projects that provide earn and learn training to justiceinvolved and/or formerly incarcerated individuals in Solano County
- Opportunities that provide the necessary resources and supports for success in attaining permanent employment
- Partnership with WDB staff to coordinate services as appropriate to allow for connections to the larger workforce system
- Respondents who can utilize collaborative partnerships to support participant success
- Respondents who can document progress through CalJOBS and monthly reporting to WDB, as well as maintain case files
- Respondent who can meet ADA and Equal Opportunity requirements



# Eligible Participants

#### Justice-involved individuals

- Defined as adults or juveniles on parole, probation, mandatory supervision, post-release community supervision, or otherwise supervised by CA Dept. of Corrections and Rehabilitation or the County of Solano
- Includes county informal probation, county deferred entry of judgement, or other county diversion programs

#### Formerly-incarcerated individuals

 Defined as an individual who has at any time served a custody sentence in any adult or juvenile federal, state, or local detention facility, or in any alternative custody program such as home detention

#### Earn and Learn Definition



Combines applied learning in a workplace setting with compensation allowing participants to gain work experience and secure a wage as they develop skills and competencies directly relevant to the occupation or career for which they are preparing; and/or



Brings together classroom instruction with on-the-job training to combine both formal instruction and actual paid work experience



#### Performance Measures

#### Required

- Number of individuals enrolled
- Number of participants enrolled in earn and learn training
- Number of participants completing earn and learn training
- Number of participants employed

Awardee must enroll at least 10 participants

Additional Measures may be proposed by respondents based on their program model





Description of Targeted Population

ID target population

Description of population and barriers to be addressed



Project Plan

Describe activities and services
Include anticipate timing of
activities



**Proposed Outcomes** 



Related Qualifications and Experience



Budget

Description of costs in narrative Budget form

## Budget

- Four major categories of cost:
  - Staffing Costs
  - Participant-Related Costs
  - Program Operating Costs
  - Administrative Costs (up to 10%)
- Budget for 2 years of funding
- Budget documents do not count towards narrative page limit

#### Name of Organization Project Name FORM B - BUDGET

Expense Item	Grant Amount		Total Grant Budget
	Year One	YearTwo	Ĭ
Staff Salaries	\$ -	\$ -	\$0.00
Title or staff function			\$0.00
			\$0.00
			\$0.00
			\$0.00
Participant Costs	\$0.00	\$0.00	\$0.00
Examples: training tuition, participant wages, supportive services			\$0.00
			\$0.00
			\$0.00
Program Operating Costs	\$0.00	\$0.00	\$0.00
Examples: rent, office supplies, communications, outreach, staff travel			\$0.00
			\$0.00
			\$0.00
Administrative Costs (no more than 10%)	\$0.00	\$0.00	\$0.00
TOTAL FUNDING	\$ -	\$ -	\$ -

# Proposal Evaluation

Section	Points
Description of Targeted Population	15
Project Plan	40
Proposed Outcomes	15
Related Qualifications and Experience	20
Budget	15

## Proposal Submission: Things to Remember

- Proposals should be
  - 12-point font, numbered pages
  - Documents should be in .pdf, .xls, or .doc
- Proposal should be based on two years of funding
- Recommended proposals will become public record
- Gratuities or solicitation of review members not allowable



# Contract Phase Documentation

- System for Award Management (SAM) verification
- W-9 Form
- Signed Certifications and Assurances Form
- County Direct Deposit Form, if applicable
- Proof of Insurance



#### Post-Award WDB will...

- Evaluate and monitor the management and operations of the selected subrecipient per federal guidelines, including annual fiscal, programmatic, and administrative monitoring;
- Provide technical assistance to sub-recipient:
- Ensure sub-recipient compliance with all applicable rules, regulations, and policies;
- Process payments for services;
- Ensure services align with community and industry needs; and
- Provide a standardized data system (CalJOBS) that can track and report participant outcomes.

### QUESTIONS

email: <u>tgallentine@solanowdb.org</u>

