

Questions and Answers for the NJDOL Workforce Innovations funding as of October 25th 2024.

We had a few follow up questions regarding the WorkFirst Innovations Initiative RFPs that we were hoping you could clarify.

1. For the Bergen WFNJ Case manager/ Coach/ Navigator RFP, we understand that we cannot move additional funds into the admin portion of the budget. However, are we able to move dollars around between the budget categories (Participant support services, Career Services and Outreach/Marketing) stipulated on the last page of the RFP?

Answer: Budget Amendments are allowed and will be considered once the grant is awarded.

2. For the Bergen WFNJ Case manager/ Coach/ Navigator RFP, are we able to add items to the budget that are not listed on the budget breakdown?

Answer: No. All items must fall into the categories list as they are required by NJDOL. All vendors must report in the categories listed in the RFP.

3. For the Bergen WFNJ Case manager/ Coach/ Navigator RFP, can we include a car in the “Outreach and Marketing” section of the budget?

Answer: No

4. Is there a budget breakdown for the Trauma Informed Coaching RFP that can be provided, similar to the one on the last page of the Bergen WFNJ Case manager/ Coach/ Navigator RFP?

Answer: Budget will be provided on the website.

5. During the bidders conference, there were questions about a cap for the FED rate. Are you able to confirm if we are able to use our approved 27% rate for the administrative cost or do we have to use the rate discussed of 10%?

Answer: 10%. funding should be prioritized towards services

6. There was reference to an Attachment L that was not included in the RFPs. However, the list of required documents to be submitted does not mention an Attachment L. Is Attachment L an additional document we need to submit and, if so, can you please provide it?

Answer: Attachment L - Narrative Summary of the following past performance. Applicants should provide an narrative page in their proposal and should label it “attachment L - Outcomes”

OUTCOMES (e. 1 and f. 1 & 2) 25 points

a. The applicant has clearly delineated specific and measurable outcomes and their indicators, including a documented track record of job placement, job retention and case closure with WFNJ population and or other similar populations.

7. Question regarding the single page audit. Our accountant says it takes more than 3 weeks to do that single page audit. What I'm looking at for New Jersey is they raised it in April to \$1 million grants. Can you clarify?

Answer: the federal standards and guidelines must be followed.

8. We ran into the same thing I did. we never received Federal money, so she's never needed an audited financial statement, and doesn't have one. There's a point that asks for one. Is that going to just knock off a few points or is it a deal killer? She has 40 years of accounting, just no audited financial statement. Can we substitute a CPA's statement?

Answer: Yes, see response for #7.

9. Our plan crosses over both RFPs. Can we paint a single narrative and explain how our joint activities and results will come from a combined effort?

Answer: Yes, as long as the RFP requirements are met.

...And then divide up budgets and specifics between the two different RFPs? For example, the Trauma Informed Coaching program will start with a Poverty Immersion Institute (a joint program between CBI and CAB) for both counties because we want everyone to start the TIC training with being Poverty-Informed. Then CAB will continue their work in Bergen only. The budget for that joint program will come out of the 400K grant because it's for both counties. In other words, can we apply for both RFPs, say that we're applying for both RFPs, and then paint the picture of what we will do together that crosses over both?

Answer: Each RFP must be replied to with individual budgets.

10. In several areas it states this is due on 10/29/24- however in the submission instructions it states this is due on 10/30/24? What is correct?

Answer: all 3 proposals are due on 10/29/2024 by noon.

11. Also it states that pending the success of the program a no cost extension will be pursued? Can you tell us what that means? Is the budget for the first part of the program the total budget?

Answer: A no cost extension is not considered in this RFP process.

12. The extension would involve additional funds, correct?

Answer: No

13) Did this also delay the date by which bidders could submit their bids? Or did the cut-off date stay the same?

Answer: The proposal submission date did not change. No proposals were accepted after the published submission date on the RFP.

14) Does this also extend the end date of the contract by two weeks? Or does it shorten the time to complete the project by two weeks?

Answer: The dates on the RFP will remain the same.

15) Can we know what caused the delay?

Answer: Questions outside proposal content are not able to be addressed.

16) Will that impact the end date for the grant? Or will that stay the same... end of June?

Answer: The dates on the RFP will remain the same.

These answers are provided by both Atlantic and Bergen County Workforce Development Boards.