

SHIFT RFQ Questions

Please note that it was brought to our attention that the **Cover Sheet Template** was not uploaded with the RFQ. It has now been uploaded.

1. In addition to the RFQ for SHIFT, will Partner4Work be releasing an RFP for service providers to provide case management and career services to dislocated workers through GenRegen? Both of these programs are aspects of the National Dislocated Worker Grant Trade and Economic Transition, and we want to clarify if there will be a funding opportunity for providers other than occupational skills training organizations.

Answer: Primary case management and career services for SHIFT will be provided by agencies contracted with Partner4Work to provide WIOA Title I Services in Pittsburgh and Allegheny County. Partner4Work has not yet determined if additional providers of case management and career services will be required to implement the SHIFT program.

2. Will there be a bidder's conference about the RFQ?

Answer: No. P4W will not be hosting a bidder's conference.

3. Are cohort style services permitted instead of rolling admission? Could a program accept participants into a training program that starts every 4-6 weeks?

Answer: Yes.

4. Provide clarification on (#3 Healthcare) as an HPO. Does this consist of Nurses, Nursing Assistants, CNAs, Pharmacy Techs, etc.?

Answer: P4W classifies healthcare as a target industry of the SHIFT program. Please review the current High Priority Occupation list on P4W's website for further guidance on healthcare related HPOs. Please find [here](#).

5. If we have more than one type of training program, do we need to complete an application for each program, or may we submit one RFQ that covers multiple types of training programs?

Answer: If you are interested in submitting more than one type of training program, please submit one response to this RFQ that includes a detailed breakdown of the separate programs and the respective costs per participant.

6. Are low income job seekers, who do not meet the definition of a dislocated worker permitted to participate in this program? Are mature (55+) job seekers, who are not dislocated permitted to participate in this program? What specific definitions must consumers meet to be permitted to participate in this program?

Answer: For participants to be eligible to participate in the SHIFT program, they must meet P4W's definition of a dislocated worker. Please review P4W's eligibility policy on P4W's website located [here](#). In addition, they must be interested in transitioning into one of the 5 target industries.

7. Are construction trades considered a viable pipeline?

Answer: At this time, the construction trades are not included as one of the five industries for participants to transition into. If P4W decides to make changes to these destination industries, P4W will provide this information publicly.

8. The program dates are from 7/1/19 to 9/30/20. The guidelines say that agreements resulting from the RFQ must allow participants to complete the training program and enter unsubsidized employment before the grant closure date of 9/30/19. Our programs are degree programs that begin on 10/14/19 and end on 2/4/21. Would students in our degree programs even be eligible for the SHIFT funding based on our 2/4/21 graduation date?

Answer: Programs on the SHIFT Approved Training Provider List will be available to SHIFT participants effective July 1, 2019 until September 30, 2020. Agreements resulting from this RFQ must allow for adequate time for participants to complete the training program and enter unsubsidized employment before the grant closure date of September 30, 2020.

If a participant is in range of a degree within the effective dates of the SHIFT program, assuming the degree-granting program aligns with all criteria of the SHIFT program, and the participant can indicate how all remaining costs of training will be funded, Partner4Work may consider providing SHIFT funding, in accordance with all terms of the RFQ and as funding allows.

9. We believe our Welding and Fabrication Technology program falls under Advanced Manufacturing. What about other programs that may not fall under any of the clusters identified by the SHIFT program? Which of our programs would be considered for this funding?

Answer: Selected providers will propose established training programs that are employer-driven, provide industry recognized credentials, align with the 5 industries and twenty-first century skills as described in "Purpose of this RFQ," and align with career pathways in high priority occupations where advancement is available. Selected providers will also demonstrate established relationships with industry employers through the provision of letters of support from employers.

10. The funding available is \$6,500 per participant. Our program cost is much higher. Will the students who receive this funding need find other funding to pay for the remaining costs? If our program costs are greater than \$6,500, would this decrease the amount of individuals SHIFT would recommend for our program?

Answer: The preferred maximum value of training funds per participant is \$6,500, but proposals to fund programs with a cost per participant above or below \$6,500 will be considered. If a cost per participant that exceeds \$6,500 is proposed, additional funding may be considered. If SHIFT funding is used to partially fund training costs for a participant, the participant must indicate how all remaining costs of training will be funded. Tuition cannot be more than the amount charged to the general public. If participants have other means (federal and state loans, etc.) to cover costs in excess of \$6,500, we can consider those arrangements.

11. In terms of Performance Outcomes, when submitting our RFQ, can we use the performance data that we submitted on CWDS for the current year and one-year past?

Answer: Per the application, we are requesting performance outcomes for the previous two years of program implementation, if applicable, including total enrollment, completion credential attainment, job placement, training related job placement, and employment retention.

12. In terms of the letters from employers, community agencies, or other institutions demonstrating support for the training program, how many letters do we need?

Answer: Please submit a minimum of two letters establishing support from employers, community agencies, or other institutions demonstrating support for the training program.

13. “[Eligibility includes] entities...in business for at least three years.” Does our Pittsburgh campus need to be in operation for at least 3 years, or the corporation as a whole? Our corporate office, headquartered outside of PA, has been in operation for at least three years, but our Pittsburgh branch has not been.

Answer: The term “entity” refers to a corporate entity, not necessarily a local office.

14. Can individuals receive both adult/dislocated worker WIOA funds and SHIFT funds? Or is it one or the other?

Answer: The SHIFT program is funded through a National Dislocated Worker Grant. Under the program model described in the RFP, participants will be co-enrolled in WIOA Title I Services and the SHIFT program. Through Title I, participants will receive career and supportive services while the SHIFT program covers or contributes to participant training costs.

15. How does an individual apply? What does the application process entail for individuals? What is the earliest/latest that an individual can apply for SHIFT before our program start? How fast is the individual’s application process?

Answer: To enroll in the SHIFT program, an individual must visit a PA CareerLink® office in Allegheny County and Pittsburgh. Please visit careerlinkpittsburgh.com for more information about the locations and hours of operations. A PA CareerLink® representative will determine if an individual is eligible and suitable to enroll in the SHIFT program. A PA CareerLink® representative will determine eligibility and suitability through various career exploration activities and one-on-one career counseling. If determined eligible and suitable, the participant will be co-enrolled in WIOA Title I services and in the SHIFT Program. The timeline of the application process will vary depending on the individual’s readiness. In order to participate in training programs selected through this RFQ, SHIFT participants must be able to complete the training program and enter unsubsidized employment before the grant closure date of 9/30/20.

16. Where does our program’s admissions process come into play? Can individuals already be applying for or enrolled in our program before applying to SHIFT? Do we have to accept people without putting them through our admissions process if they are receiving SHIFT funds? Our admissions requirements include having a high school diploma or equivalent. Will SHIFT take our admissions requirements into consideration?

Answer: The SHIFT program will determine if participants are eligible and suitable to receive training funds in accordance with the grant regulations. However, this should not impact or conflict with any

admissions process already established by the training provider. While a participant may be deemed eligible and suitable by a PA CareerLink® representative to attend training on the SHIFT Training Provider list, the participant will still have to be accepted into the training provider's program via the training provider's normal admissions process. Selected training providers should consider the time and effort related to determining SHIFT eligibility and suitability when conducting the application and enrollment process.

17. How does SHIFT define industry-recognized?

Answer: Industry recognized credentials provide technical or industry/occupational skills that generally are based on standards developed or endorsed by employers or industry associations. Examples of acceptable credentials include secondary school diploma or recognized equivalent, occupational licensure, occupational certificate, etc. Please refer to [TEGL 10-16](#) for more information on how the Workforce Innovation and Opportunity Act (WIOA) defines industry recognized credentials.

18. Performance outcomes: we currently do not collect data on employee retention. Will this be a required measure for the application?

Answer: Per the RFQ, we are requesting performance outcomes for the previous two years of program implementation, if applicable, including total enrollment, completion, credential attainment, job placement, training related job placement, and employment retention. If you do not collect data on employment retention, please indicate this on your application.

19. How should we exhibit "Organization's adherence to the Americans with Disabilities Act (ADA)" on the application?

Answer: At a minimum, applicants must attest to the ADA compliance of their training facility. Any aspect of the facility not accessible to a person living with a disability should be noted in the proposal.