

2018 Application Support Center RFP

1. Can an organization with multiple sites receive payment for each site that serves as an application support site?

Partner4Work Answer: No. The organization's total eligible applications across sites will be added together and payment based on the total amount of eligible applications processed.

2. If we apply as a Support Center, do we pay the youth directly from the \$2,000-\$6,000 grant money? Or, are they paid elsewhere and the grant money is for administrative purposes?

Partner4Work Answer: Youth are not paid through the Application Support Center program. The costs are for the administrative and programmatic costs of helping youth complete their applications only.

3. Our organization is interested in applying to be a Learn and Earn Application Support Center. We applied and were selected to serve as a center last year even though we didn't meet the criteria of being open at 9am. We open at 10 am. Can we still apply?

Partner4Work Answer: We welcome applications from providers who cannot open at 9:00 am, but Application Support Centers must demonstrate they will be able to be open the total number of hours requested in the RFP.

4. The application states that the enrollment starts on March 5th, but that centers will likely not be opening until March 18th with some starting even later. However, we have two events in our building in March that we think would be a great time to sign up youth. Could we start our center on the early side, or just have one-off sign ups these days prior to our official run date?

Partner4Work Answer: Application Support Centers are required to be open as stated in the RFP, but can add additional time beyond what is required, including, potentially, earlier in the year.

5. Our second question is about being open at least 3 days a week. We can do this, but we would actually prefer to be open on more evenings and weekends. Many of our folks hold secondary jobs and we thought that being open during out-of-school time will also work better for the neighborhood youth. Would it be possible for us to switch our time to not meet the full 3 days a week requirement, but supplement in equivalent open hours in late afternoon/evenings and weekends?

Partner4Work Answer: We are open to this possibility.

6. Can you tell me how the sliding scale works for payment based on applications processed?

Partner4Work Answer: The sliding scale will be based on the number of application support centers and number of eligible applications processed by each center. Each application support center is guaranteed \$2,000 if the terms of the contract are met and are eligible for additional payments of up to \$6,000 each depending on applications processed.