

## Adult Education Services RFP Q&A

Last updated on 2.7.25

**Q. Does the selected applicant have to provide services at all locations, or can an applicant choose to only provide services at their neighborhood community organization? Is it required to provide services in Monroeville? How are additional site locations going to be determined?**

**A. The proposal or proposals that best align with the requirements stated in the RFP will be invited for additional conversation around service locations. Exact service location arrangements for selected bidders will be decided upon finalized procurement results and provider contract initiation. The applicant must be prepared to offer services at all Allegheny County EARN and Work Ready locations, which may include both current PA CareerLink offices as well as additional neighborhood centers as applicable.**

**Q. Do Education Functioning Level (EFL) Gains count as EARN/Work Ready Program credentials?**

**A. Educational activity completions that meet EARN and Work Ready program manual credentialing definition and standards will count towards credentialing outcomes. EARN and Work Ready program manuals can be found on the website: [www.partner4work.org/document/request-for-proposals-allegheny-county-earn-and-work-ready-programs/](http://www.partner4work.org/document/request-for-proposals-allegheny-county-earn-and-work-ready-programs/)**

**Q. Will the education services provider be required to report in CWDS or any other specific reporting system?**

**A. No, the education service provider does not have a CWDS requirement. Partner4Work and selected provider will use an approved template for program reporting.**

**Q. Are you able to provide the source of funding? Is this private or public funding sourced?**

**A. Partner4Work EARN and Work Ready programs are funded 100% by federal grants from Temporary Assistance for Needy Families (TANF) and the Supplemental Nutrition Assistance Program (SNAP).**

**Q. What is the age range for participants in this program?**

**A. Typically, participants are 18 years of age or older. Around 80% of program participants are between 25-44 and only 7% of program participants are 24 years old or younger.**

**Q. Can we use our Career Link location on Centre Ave (15206) for programming?**

**A. Please see the response to location questions above.**

**Q. Are there opportunities for participants to earn a stipend or paid internship?**

**A. Participants to Adult Basic Education Services are referred by EARN and Work Ready service provider/s. EARN and Work Ready participants are primarily concerned with engaging in and meeting the requirements of the EARN and Work Ready programs, which may include participation in activities that utilize stipends or paid internships. The selected applicant will be offering adult education services within the EARN and Work Ready ecosystem, mainly supporting program activities that relate to High School Equivalency (HSE), General Equivalence Degree (GED), English-as-a Second Language (ESL) Adult Basic Education, and other areas or objectives, as described in the RFP. Applicants should not include the costs of stipends or paid internships within proposals.**

**Q. ESL assistance would have to be on a case-by-case basis given the diversity in Pittsburgh. What percentage of participants do you anticipate needing ESL services?**

**A. Out of the total 100 EARN and Work Ready participants expected to receive adult education services, we estimate about 30% (approximately 15-30 individuals) will receive ESL services. In Program Year 2023, EARN and Work Ready programs offered employment and training services to up to 30 English language learners. Please note the total volume of referrals is subject to change.**