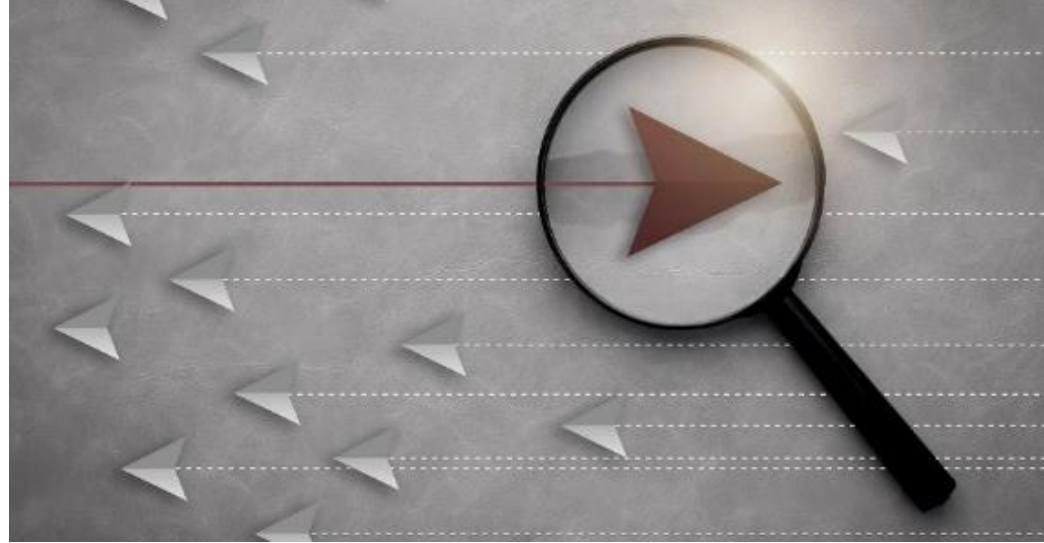


**Career Connect Washington:
Intermediary Funding RFP
Bidders' Conference**

July 15, 2019

**CAREER
CONNECT
WASHINGTON**

Vision for career-connected learning in Washington



Every young adult in Washington will have **multiple pathways toward economic self-sufficiency and fulfillment**, strengthened by a **comprehensive state-wide system for career-connected learning**

Focus on building the infrastructure to create new and grow existing CCL programs

Definition

Work-based programs with aligned classroom learning that culminate in a postsecondary credential*, producing a competitive candidate for meaningful employment

Career-specific instruction at a worksite or in an a classroom for academic credit

Early exposure opportunities to careers and career options (e.g. career fairs, worksite tours)

*Life-long learning
and work*



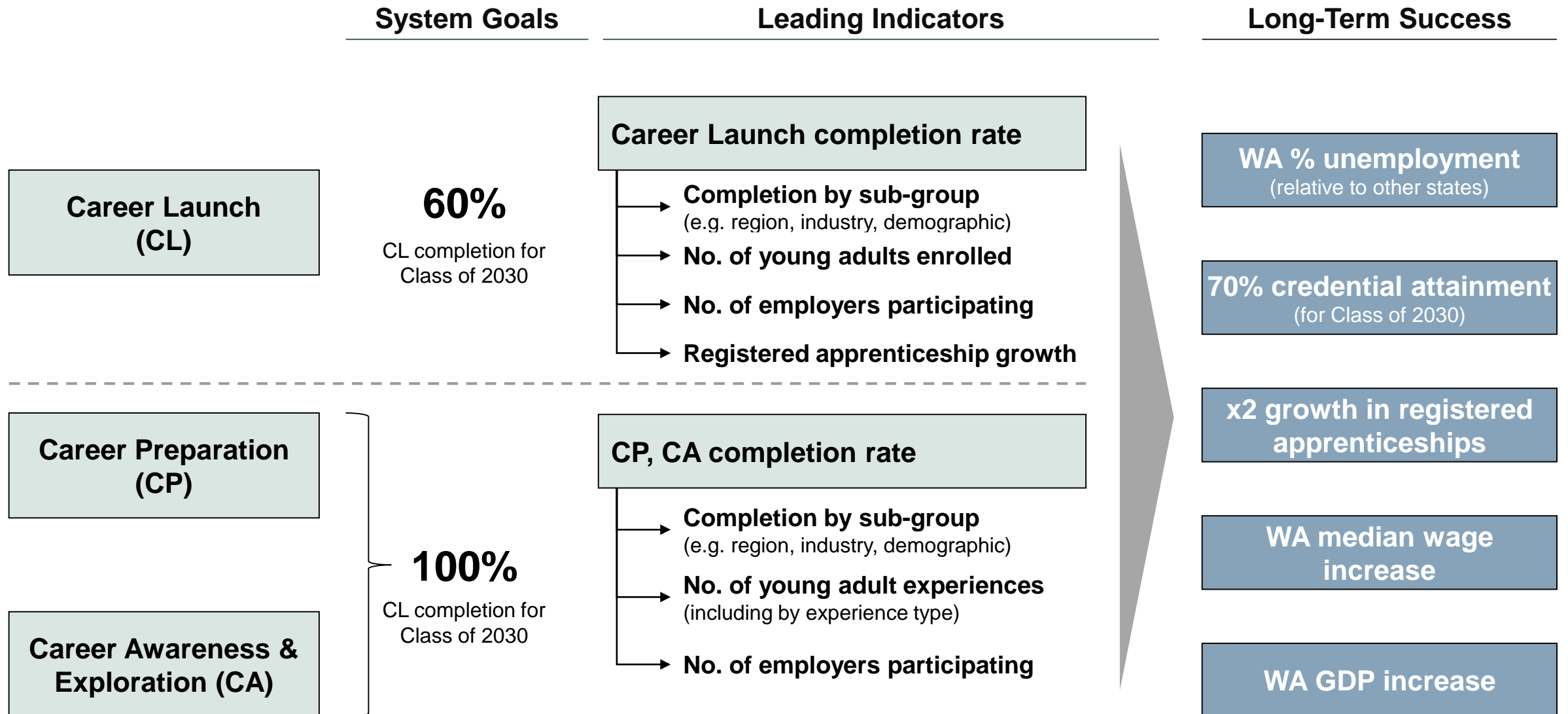
Career Launch

Career Preparation

Career Awareness
& Exploration

*Postsecondary credential means certificate, or at least one year towards an associates or bachelor's degree

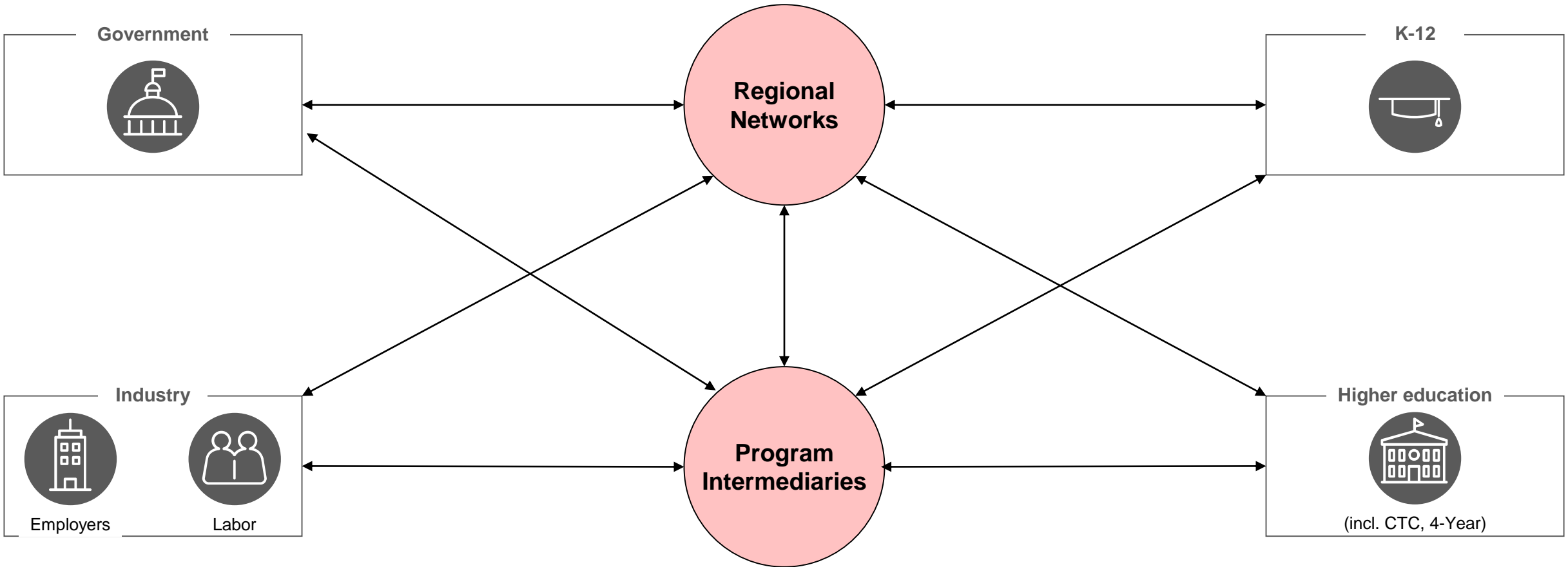
Our North Star: Enable all WA young adults to experience career connected learning and increase postsecondary credential attainment



Regional networks and program intermediaries provide the necessary connections

Employment

Education



Goals of the RFP

The goal of this funding is to catalyze the development and scaling of high quality Career Launch programs across Washington.

As part of the Career Connect Washington system design, program intermediaries will work with regional networks, career connected learning coordinators at the Educational Service Districts, and industry and education partners to expand the use of current curricula and develop or build new curricula for career launch programs, and if desired, career preparation and career exploration/awareness programs that lead to career launch.

Intermediaries will develop Career Launch programs, apply for state endorsement, and facilitate business and education partners launching the program.

Minimum Qualifications

- The Bidder must be licensed to do business in the State of Washington or provide a commitment that it will become licensed in Washington within thirty (30) calendar days of being selected as the Apparent Successful Bidder.
- The Bidder must perform the role of a program intermediary. Such Bidders may include but are not limited to: industry associations; joint labor management councils; regional networks; community-based organizations; expanded learning partners; and postsecondary education and training institutions working with multiple employer partners.

Qualifying intermediaries must demonstrate:

- Strong partnerships between employers and educators facilitated by the intermediary
- Clear path to launch or expand the program by school year 2020/21
- Track record of successful career connected learning program execution
- Ability to scale across industries and regions (e.g., articulation, degree pathways, partnerships involving multiple education institutions and employers)
- Commitment to equity, including proactively recruiting and supporting low-income students, students of color, and students with disabilities.
- Commitment to sharing best practices with other intermediaries across the state

Deliverables

- **For new programs:**

Design an endorsement-ready Career Launch program that includes the following elements:

- Skills, competencies, and relevant credentials for targeted occupations, outlined with employer partners
- Classroom curriculum (RSI for registered apprenticeships), developed with education partners with review and input from employers
- Supervised paid work experience with employer partners
- A plan for future partnerships and/or scalability of the program within and across sectors and/or geographic locations (e.g. articulation, degree pathways, partnerships involving multiple education institutions and employers).

OR

- **For existing programs:**

Develop a scaling plan for an existing program to increase enrollment across industries and regions that includes:

- New or expanded existing articulation agreements between high schools and post-secondary institutions
- New employer partners (including letters of endorsement and commitment to hire participants into Career Launch)
- Committed education partners (including letters of endorsement and commitment to participate)

OR

Enhance an existing Career Preparation or Career Exploration/Awareness program to meet Career Launch requirements and include elements described in 1.3.2.1.

For example, this may include upgrading existing employer internship programs to meet Career Launch standards.

Career Launch Endorsement

To be designated as a Career Launch program, the program must first be endorsed.

To receive the Career Launch endorsement, you will need to complete the Career Launch Endorsement Review (CLER) application. The application will be available in late July at www.sbctc.edu/career-launch.

Please see Application Requirements for Program Endorsement at <https://www.sbctc.edu/career-launch/career-launch-endorsement-review.aspx>.

Receiving the grant does not guarantee that the program developed with the funds will receive endorsement.

Recall: Career Launch definition

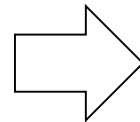
Career Launch Programs: Positioning young adults for promising careers



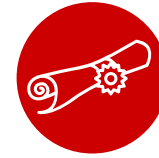
**Meaningful,
high quality
on-the-job
experience**



**Aligned
classroom
learning**



**Competitive
candidate**



**Valuable
credential
beyond high
school diploma**

- At worksite
- Paid and academic credit
- Occupation-aligned
- Employer supervisor at ratio typical of occupation
- Defined competencies and skills gained
- Full compliance with existing legal regulations

- Curriculum and program requirements developed in partnership with employers and industry
- Aligned with academic and employer standards
- Qualified instructors
- Dedicated student support (academic and career)

- Able to continue in employment **OR** successfully compete for jobs leading to financially-sustainable and fulfilling careers

- Credential attained
- OR**
- Significant progress (at least one year) towards a 2 or 4 year credential

Deliverables (continued)

- Outline strategy for enrolling youth or young adults up to 29 years old, including youth from low income families, youth of color, youth from rural areas, out of school youth, English language learners, youth with disabilities, foster children, homeless youth, single parents, and other populations that face barriers to employment.
- Plan to prepare students to make an educated choice to enter into Career Launch program (e.g. Career Awareness and Exploration opportunities for earlier grade levels).
- Set goals for future enrollments, including interim participation and success indicators.
- Participate in the Career Connect Washington state-wide system including working with the regional networks to spread curriculum and best practices throughout the system.
- Apply for Career Launch endorsement, including existing programs performing deliverables in 1.3.2.1(b).

Proposal

The RFP includes mandatory and scored requirements. Please see the RFP document starting with page 15 for the details.

Items in Section 3, Proposal Contents, marked “mandatory” must be included as part of the proposal for the proposal to be considered responsive; however, these items are not scored.

Items marked “scored” are those that are awarded points as part of the evaluation conducted by the evaluation team.

Career Launch programs are the focus of this RFP. Intermediaries may also develop Career Preparation and Career Exploration/Awareness programs, if that is desired by their employer partners. Describe your plan for developing and/or scaling high quality Career Launch, Career Preparation, and/or Career Exploration/Awareness programs.

- Program design (40 points)
- Partnerships (20 points)
- Track record of success (20 points)
- Equity (20 points)

Funding

\$2,000,000 of Federal Workforce Innovation and Opportunity Act State-Wide Activities funds are available for Round 1. Announcements about subsequent rounds will be made at a later date. We anticipate making 10 awards with a range of \$100,000-\$250,000 per award in this round.

In order to be eligible for funding, your organization is required to have capacity to accept WIOA funds. Awards funded with WIOA funds must comply with Federal guidance, including WIOA laws, rules, regulations, and TEGLs, and ESD Workforce System Policies. Please review **Exhibit I** and regulations referenced therein.

Exhibit I

WIOA Fiscal Lead Responsibilities

Exhibit I

The recipient of the **Career Connect Washington Intermediary Grant** will be the Fiscal Lead (FL) and have primary responsibility for management of federal Workforce Innovation and Opportunity Act (WIOA) funds and for compliance with all applicable federal and state laws, regulations, guidance, policies, and award terms associated with these funds.

The FL is required by Federal law to (1) plan and manage the project with diligence, (2) adhere to all terms and conditions of the award, (3) maintain an appropriate expenditure level, and (4) charge to the grant only those expense that are **allowable, allocable and reasonable** to the approved project.

In the event of a federal or state finding of disallowed costs, the FL will be required to pay back any disallowed costs with their own non-federal funding.

Developing a Cost Allocation Plan or Indirect Cost Rate Proposal

US Department of Labor requires that all subrecipients of federal funds must have an approved CAP or CRP before federal funds can be passed through to subrecipients.

The Employment Security Department (ESD), as pass-through entity for WIOA Title I funds, has authority to require an approved ICRP or CAP or De Minimis rate from businesses that receive federal funding.

All businesses that do not have a federally approved CAP or ICRP from their cognizant federal agency, are required to negotiate a CAP or ICRP with ESD, unless the business chooses to use a de Minimis rate of no more than 10 percent for its indirect cost rate.

Cost Proposal

As part of your application, please identify all costs to be charged for performing the activities described in the Proposal Part of the application.

Please use Exhibit H – Budget Template to identify budget categories and describe expenses within each budget category.

Schedule of Activities:

Issue Request for Proposal Via WEBS (Washington's Electronic Business Solution)	July 10, 2019
Bidders Conference	July 15, 2019, 11:00-12:00
Bidders Submit Questions To RFP Coordinator	By 2:00 p.m. PST July 19, 2019
ESD Responses To Bidder Questions Via WEBS	July 24, 2019
Bidder Proposals Due	By 4:00 p.m. PST Aug 15, 2019
Announce Apparent Successful Bidders Via WEBS	Sept 1, 2019
Projected Contract Work Begins	Sept 30, 2019

Questions?

The RFP Coordinator is the sole point of contact for this procurement

Please direct all communications to:

Jessy Nations

esdgpbids@esd.wa.gov

360-902-9460

ESD will respond to all questions in writing by COB July 24, 2019