

# NORTHERN VIRGINIA WORKFORCE AREA #11 WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) YOUTH PROGRAM REQUEST FOR PROPOSALS

## PRE-PROPOSAL CONFERENCE

**February 27, 2020**



# Who We Are

▶ The **SkillSource** Group, Inc. (SSG), the non-profit operating arm of Virginia Career Works – Northern (VCWN), provides a variety of workforce and economic development services and support to Northern Virginia businesses and residents.

- Fairfax County
- Loudoun County
- Prince William County
- Cities of:
  - Fairfax
  - Falls Church
  - Manassas
  - Manassas Park



# What is the WIOA Youth Program?

**The Federal Workforce Innovation and Opportunity Act (WIOA) Youth Program provides a framework of services so that eligible young adults are provided assistance in achieving academic and employment success through comprehensive services.**

# Youth Eligibility

## In-School Youth

- must be attending full-time secondary school; 16 to 21 years of age; and must be capable of earning a High School Diploma or attaining a GED

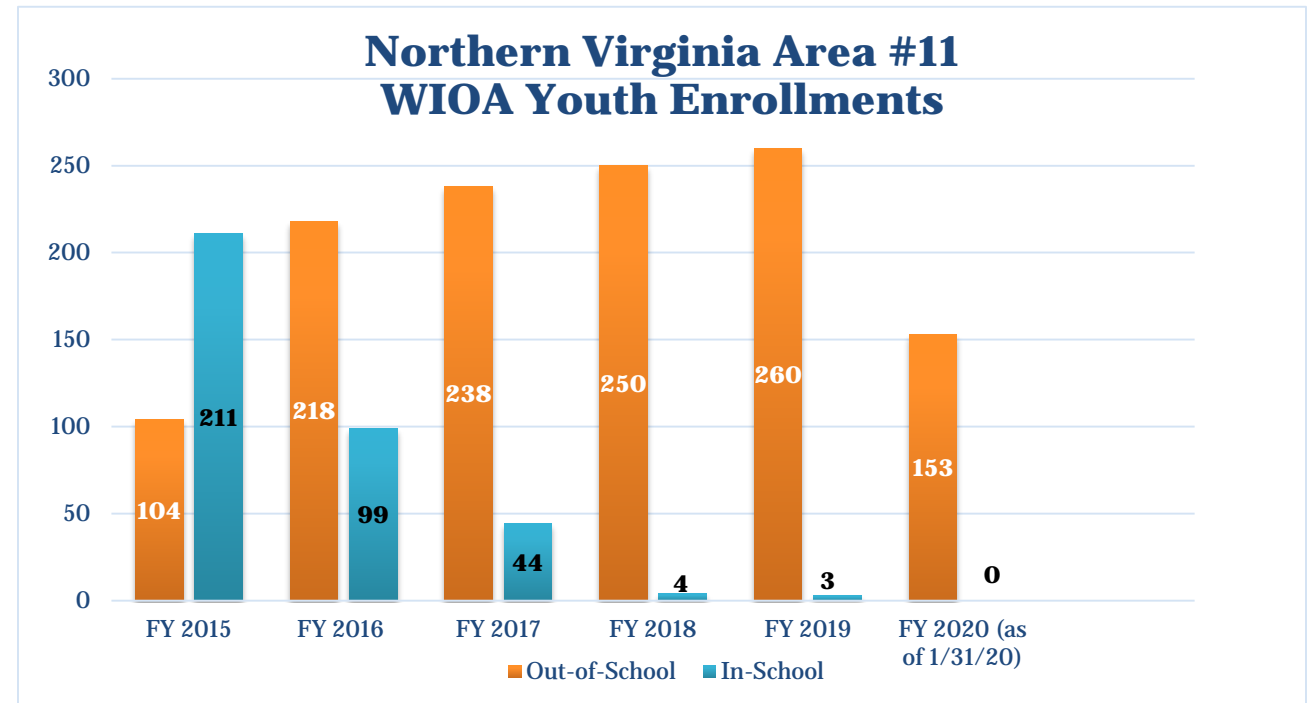
## Out-of-School Youth

- must be ages 18 to 24 and either a high school dropout or an individual who has either graduated from high school or holds a GED

In accordance with WIOA, at least 75% of WIOA Youth Program funding must be spent on Out-of-School Youth

# Current Northern Virginia WIOA Youth Program Performance

- Currently at 100% Out-of-School Youth enrolled
- Nearly 80% of all WIOA Youth program participants are Basic Skills Deficient
- 54% have a documented disability
- 87% are between the ages of 19 and 24 years old.



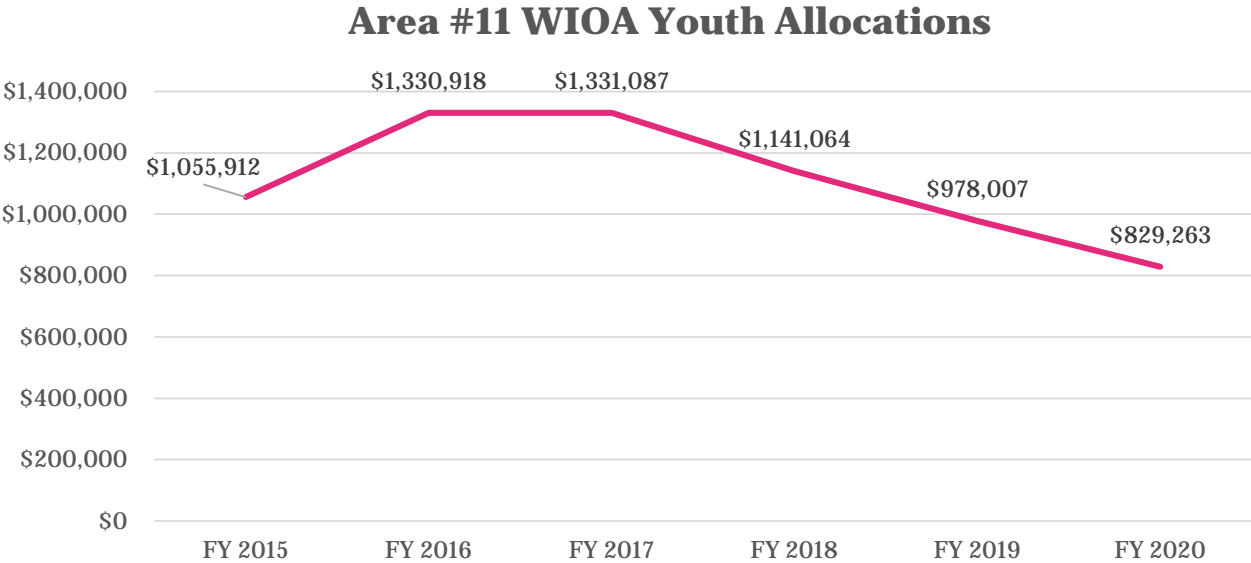
# Past Northern Virginia WIOA Youth Program Performance

PY 2018 Annual		
LWDA 11		
WIOA Youth	Negotiated Level	Actual Performance
Employment 2nd Quarter after Exit	66.00%	69.90%
Employment 4th Quarter after Exit	62.80%	68.90%
Median Earnings 2nd Quarter after Exit	Baseline	\$3,617.00
Credential Attainment within 1 year	70.00%	73.70%
Measurable Skills Gain	Baseline	75.60%

PY 2017 Annual		
LWDA 11		
WIOA Youth	Negotiated Level	Actual Performance
Employment 2nd Quarter after Exit	63.00%	65.2%
Employment 4th Quarter after Exit	60.00%	75.7%
Median Earnings 2nd Quarter after Exit	Baseline	\$2,836.00
Credential Attainment within 1 year	68.00%	83.3%
Measurable Skills Gain	Baseline	28.6%

# Northern Virginia WIOA Youth Allocations

- **The FY 2020 WIOA Youth allocation for Area #11 is \$829,263.**



# Scope of Services: 14 Elements

1. Instruction leading to secondary school diploma or postsecondary credential
2. Alternative secondary school or dropout recovery services
3. Paid and unpaid work experiences
  - Summer Educating Youth through Employment (EYE) Program
  - 20% of funds must be spent on WEX
4. Occupational Skills Training
5. Leadership development opportunities
6. Supportive services
7. Adult mentoring
8. Follow-up services at least 12 months after completion



# Scope of Services: 14 Elements

9. Comprehensive guidance and counseling

10. Integrated education & training for a specific occupation/industry cluster

11. Financial literacy education

**12. Entrepreneurial skills training**

**13. Services that provide Labor Market Information**

**14. Postsecondary preparation and transition activities**

# Scope of Services

- Provide details on Outreach and Recruitment Strategy
- Ability to provide services out of each Virginia Career Works – Northern Center location.
- Willingness to engage in future Pay-for-Performance strategies.
- Ability to meet negotiated WIOA Youth Performance Measures.
- Provide details on numbers to be served in the program year, numbers placed into employment, and cost per participant for WIOA Youth participants.

# WIOA Youth RFP Specifications

- **Proposal Guidelines**

- **Technical Proposal:**

- Max 20 pages double-spaced
- Proposer Qualifications
- Service Area Operations
- Service Delivery Strategies
- Collaboration
- Attachments

- **Business Proposal:**

- Excluded from 20 page limit
- Justification for cost of the services
- Delineate costs by In-School and Out-of-School Youth
- Quality of services with reasonable cost
- Financial systems in place to operate program

# WIOA Youth RFP Specifications

- **Proposal Guidelines**
  - **Cover Page**
    - Name
    - Address
    - Phone number
    - Contact info for authorized representative
  - **Table of Contents**
    - Section
    - Page Number
  - **Executive Summary**
    - Brief overview
    - Limit 1 single-spaced page
  - **Cover Page, Table of Contents, Executive Summary, and Attachments excluded from 20-page limit**

# WIOA Youth RFP Specifications

- **Submission Guidelines**

- **Due March 31, 2020, 5:00pm**
- **1 original and 5 copies delivered in-person to SSG office:**
  - The *SkillSource* Group, Inc.  
Attention: David Hunn  
8300 Boone Blvd., Suite 450  
Vienna, VA 22182

- **Formatting**

- **Font size: 12 point**
- **Font style: Times New Roman**
- **Line spacing: Double spaced**
- **Margins: One-inch margins on all sides**
- **Pages: Single sided**
- **Page number: Centered at the bottom of each page**
- **Language: English**
- **Other: Use one staple or binder clip in the upper left hand corner to secure all pages. Each section should be clearly marked.**

# Questions?

**The full RFP can be accessed from the *SkillSource* website:**

**<http://www.vcwnorthern.com>**

**Other questions can be addressed to:**

**Seema Jain**

**VP of Operations**

**703-827-3782**

**[Seema.jain@vcwnorthern.com](mailto:Seema.jain@vcwnorthern.com)**

**The SkillSource Group, Inc.**  
**Northern Virginia Workforce Area #11 Workforce Innovation and Opportunity Act**  
**(WIOA) Youth Program Operator**  
**RFP Pre-Proposal Conference: Questions and Answers**

**The following is a compiled list of questions taken from the Northern Virginia WIOA Youth Program Operator Pre-Proposal Conference held on February 27, 2020.**

*The current WIOA Youth Program operator seems to currently be meeting the WIOA performance measures. Are there weak areas that SkillSource is seeking to address?*

The *SkillSource* Group, Inc. is seeking Offerors that will be able to meet or exceed WIOA performance measures, and propose new and innovative strategies to best serve the young adult population throughout the Northern Virginia region, particularly Out-of-School young adults.

*What are the enrollment expectations for the Northern Virginia WIOA Youth Program?*

In FY 2019, there were 263 young adults enrolled into the Northern Virginia WIOA Youth program (as noted on page 4 of the solicitation). *SkillSource* expects enrollments to be at or above this number for the next year, but recognizes that enrollment numbers will be dependent on the allocation for the Northern Virginia WIOA Youth program for that year.

**If your organization has more questions, please contact Seema Jain, Vice President of Operations, at [seema.jain@vcwnorthern.com](mailto:seema.jain@vcwnorthern.com). The deadline to submit any additional questions is March 24, 2020 by 5:00 p.m.**