

Wage Subsidy 2022-2027 Questions and Answers

Q 1. Will funding to cover the cost of training as a healthcare aide be eligible for this grant? Or this is strictly geared towards Wage Subsidies?

A 1. Although not the intent of this program, associated job skills training may be provided as a supportive service. Training individuals as healthcare aides would not be considered an approved cost. The purpose of this RFP is to secure the services of eligible organizations who can use wage subsidies to develop job opportunities for public assistance recipients and other low-income individuals. Using a pool of funds to subsidize wages, WSP providers recruit and enroll participants, develop jobs with employers, and provide ongoing services to ensure successful entry into unsubsidized employment.

Q 2. Could you please provide a District Partnership Form (not available on website)? Also, are you able to elaborate on what is a "participating district." "Not having worked with a district partner, can you demonstrate their importance in achieving the goals of this grant? We would like to know how aggressively we should seek their participation.

A 2. This document is available in the Uploads Properties section of the procurement in the Grants Gateway. The participating district is the social services district which operates in the county(s) or boroughs your agency operates and will serve as a source of referrals to your program, will be able to identify appropriate individuals and target groups that could benefit from the services and activities you offer, and provide individuals with the support services needed to facilitate participation.

Please note that the process for obtaining a letter of support from HRA has changed from what is indicated in the RFP. The NYC Department of Social Services (DSS) / Human Resources Administration (HRA) requires that requests for District Partnership Forms be submitted to the NYC DSS Office of Strategic Partnerships. Instructions for requests can be found on the Agency's website at the following link: <https://www1.nyc.gov/site/hra/partners/letter-of-support.page#:~:text=Letters%20of%20Support%20Procedure,HRA%20or%20other%20City%20agencies>. HRA/DSS asks that applicants submit requests two (2) weeks prior to the deadline for the solicited funding opportunity in order to ensure sufficient time to turn around requests. Questions regarding NYC HRA District Partnership Forms can be directed to DSS Strategic Partnerships Coordinator Alisha Zou (zoua@dss.nyc.gov).

Q 3. It appears one of the requirements for the program is a letter of support from OTDA based on performance. Would OTDA be willing to write a letter of support for our organization, attesting to our performance? Is OTDA willing to sign a letter to our organization, attesting to our performance?

A 3. A letter of support/signed letter attesting to performance from OTDA is not needed as part of the application process for this RFP. Letters of support must be obtained from your local district (or HRA). Agencies should follow the established procedures for obtaining a letter of support as indicated above.

Q 4. Please clarify the following Program Specific Question: “Describe your organization's experience and accomplishments in providing job development and job placement program(s) for public assistance recipients and/or other hard-to-place individuals. Evidence must be provided to verify past efforts, such as a letter from a funding agency that outlines performance information. You should highlight current/past efforts in: operating a successful federal, State or local wage subsidy project; assisting participants in obtaining jobs with competitive pay rates and which provide advancement opportunities; helping hard-to-serve populations obtain and retain employment; and placing individuals in sectors of the economy experiencing wage and employment growth.” Does this mean a letter of support from OTDA is needed?

A 4. No, a letter of support from OTDA is not required. Organizational experience and past performance are factors in the evaluation of proposals but are not the sole criteria. Any relevant documentation such as support letters, site visit summary letters and performance data may be uploaded with your response to this question.

Q 5. Are any/all private and public funders for employment services outcomes eligible to provide a letter of support attesting to previous performance in this area (Q13 in Program Specific Questions)?

A 5. Yes, evidence could include a letter from a funding organization which indicates performance information or other evidence of prior performance outcomes. Documentation of experience and past performance is required for all applicant organizations.

Q. 6 Can OTDA confirm they will not require a line-item budget for this program? What expenses should be entered under “Other Expenses Detail” in the Expenditure Budget in Grants Gateway?

A 6. A full line-item budget is not required, as this is a performance-based contract. As indicated in Part A, the Wage Subsidy Program is performance-based; however, for the purpose of submitting your proposal, your application must be reflected in a cost-based manner, using the Other category. The numbers needed to do this will be drawn directly from your completed Wage Subsidy Reimbursement Schedule. Page 37 of the RFP provides further information about how to complete this section.

Q 7. In the budget portion of the RFP, there is an illustration of how points would be earned. Going through this, we see our organization as being able to achieve around as much as, for example, "Agency 2." This assumption is, however, somewhat arbitrary - are you able to provide some guidance on what may be a reasonable figure?

A 7. The example in the RFP is only intended to demonstrate how cost is calculated. The score is determined by comparing all proposals against each other to determine the average cost per participant with the lowest average cost receiving the highest score.