

**ADDENDUM to Questions and Answers  
RFP Informational Webinar, originally held March 24, 2023**

**1) VCCS staff is learning that there are many different definitions of rural.**

To accommodate the multiple ways that the term RURAL is defined, VCCS is expanding the use of maps developed by the Bureau of the Census. Here is a link to a 2020 MSA map that has every county listed. It is an additional resource to use when developing your proposals for these grant awards. Submissions can be based on either of the two map-links below. Also see the original map and definition listed in the Q & A document on the VCW website.

[https://www2.census.gov/geo/maps/metroarea/us\\_wall/Mar2020/CBSA\\_WallMap\\_Mar2020.pdf](https://www2.census.gov/geo/maps/metroarea/us_wall/Mar2020/CBSA_WallMap_Mar2020.pdf)

[https://www.vdh.virginia.gov/content/uploads/sites/76/2022/01/Virginia-Rural-Health-Plan\\_2-Defining-Rurality.pdf](https://www.vdh.virginia.gov/content/uploads/sites/76/2022/01/Virginia-Rural-Health-Plan_2-Defining-Rurality.pdf)

**2) For the Supplemental Workforce Development Training Opportunity Grant, at the top of page 5 it says the training activities must lead to job placement in demand occupations as listed in Attachment A and as applicable to the local workforce development area where training will be conducted.**

- a. **Does this mean that ONLY the specific jobs listed can be supported, or is there variance to allow other jobs if in support of the local board's identified target industries which are based on local demand?**

The list provided in Attachment A to the RFP applies. The list was specifically selected by the Secretary and was with intent to be adhered to for submitting applications. The language states "the training activities must lead to job placement in demand occupations as listed in Attachment A and as applicable to the local workforce development area where training will be conducted." Consistent with the response provided by the VCCS WIOA Title I administration team, the requirement is that the applicants will target occupations listed in Attachment A (meaning that the occupations targeted must be listed in Attachment A) and ensure that the targeted occupations are also considered in demand by the local workforce development board for the region in which services will be provided.

3) Can a school division be the lead for the youth outreach and marketing grant?

Yes, any organization can submit a proposal, which would include a school division, as noted on the first page of the RFP. Also, please note the changes in the requirements concerning the Letter of Commitment that is found in Question #34 on the VCW website which affects page 9 of the RFP 9 (copied below):

**34. The following revisions have been made to the Letter of Commitment requirement:**

- Page 4 of RFP: Letters of Commitment – Documentation showing specific commitment to actively participate in the project. If the applicant is not a LWDB, then the applicant must submit from at least one Virginia LWDB to ensure the proposal will be successful. Letter of commitment should indicate how the applicant is partnering with the LWDB to inform the participant of WIOA and/or VCW services. ~~The commitment must entail a determination of WIOA participant eligibility and documentation/direct referral of active WIOA participation.~~
- Page 9 of RFP: Letters of Commitment required for all non-LWDB applicants
  - If the applicant is not a LWDB, then the applicant must submit from at least one Virginia LWDB to ensure the proposal will be successful
  - The commitment must entail:
    - ~~Determination of WIOA participant eligibility~~
    - ~~Documentation/direct referral of active WIOA participation~~
    - Referral process where appropriate

**4) The Supplemental and Technology RFPs asks for the Project Timeline with deliverables be broken down by month, but the Soft Skills RFP just asks for a Timeline with deliverables--not specifying that it needs to be broken down by the month. Can you please verify that the Timeline for the Soft Skills application does not need to be broken down by the month?**

The variance among those three RFPs was due to a scrivener's error/oversight by staff when the RFPs were released. The Project Timeline for the Soft Skills application should have specified deliverables are to be broken down by the month, just like the project timeline description found in the Narrative Element B2: Program Design for both the Supplemental Workforce Development Training Opportunity Grant and Technical Skills Development RFPs.

**5) While it is true that WIOA funds may not be used to construct buildings (Allowable Uses of Funds) but can they be used for renovation and adaptation of a facility of currently leased space to render it suitable for a workforce training program?**

These grant funds cannot be used for renovation and adaptation of a facility currently leased to render it suitable for a workforce training program.

**6) Can organizations submit multiple proposals all for one of the RFPs?**

Yes, an organization can submit multiple proposals per RFP. It is recommended that the entity sending in the proposals take steps to ensure that each submission is clearly identifiable or distinguishable from another separate entry/submission.

**7) Can you provide specific details pertaining who can and cannot submit proposals for the Supplemental Workforce Development Training Grant.**

As depicted on the first page of the RFP, Eligible Respondents are Local Workforce Development Boards (LWDB) and other organizations. In effect, any organization is eligible to submit a proposal; receiving a grant award will be based on the degree to which the proposal satisfies or meets the different requirements and work plan elements cited within the RFP.

When it comes to whether or not an applicant has submitted a successful proposal (as measured by receiving a grant award) the key points to consider are straightforward. Pages 4 -10 of the RFP contain the core work plan elements that need to be reviewed and examined by any organization that wishes to submit a proposal.

If you believe that your organization has the ability to deliver workforce development services and are able to partner with your local/regional workforce development board, then please submit a proposal for consideration. Also, it is recommended to review the VCW website for more information about Virginia's LWDBs.

[Home - Virginia Career Works](#)

Partnering with LWDBs is important because of the participant eligibility requirement listed on page 7 of that RFP, as copied below. Your proposal must address this requirement and please note that LWDBs have the system/capacity to enroll and track participants

accordingly. One way or another, a successful applicant will have submitted a proposal that addresses this work plan element of the RFP, as well as other elements detailed on pages 4-10 of the RFP.

F. Participant Eligibility

Eligible Population: Youth, Adults, Dislocated Workers, and laid off workers, with barriers to employment as defined under WIOA who are seeking training for jobs in high demand occupations.

Participants to be served through proposed projects must be enrolled into any of the WIOA Titles, including: Title I Workforce Development Activities, Title II Adult Education, Title III Wagner-Peyser, Title IV Rehabilitation Act Services, Title V Senior Community Services Employment Program, or co- enrollment in other Titles or partner programs per 20 CFR 678.400 as appropriate.

Project participants must be tracked through the VaWC, Virginia's electronic system of record. Non-Title I project participants must be entered as reportable individuals within the VaWC.