

Questions	Responses
We are a state agency providing noncredit workforce training and support services for accredited institutions of higher education. Are we eligible?	Yes.
May other (non-WIOA) federal funds be used as match or are all federal funds excluded from being used as a match source?	Each applicant is responsible for determining what are allowable uses of their funding sources.
Is the funding match 50% of the requested grant amount or 50% of total costs?	Funding match is 50% of requested grant amount.
Can locally-paid salaries be used as match?	Each applicant is responsible for determining what are allowable uses of their funding sources.
Can staff time that is not paid for by WIOA count as a match?	Each applicant is responsible for determining what are allowable uses of their funding sources.
Is the procuring of a vendor to use their staff to implement activities of the grant an allowable expense?	Yes, to the extent that it is explicitly stated in the application and in the budget and budget narrative.
Are awardees under this RFP permitted to enter into subaward or subcontract agreements in order to accomplish the grant goals and objectives?	Yes, to the extent that it is explicitly stated in the application and in the budget and budget narrative.
Are indirect costs capped at 10% of Modified Total Direct Costs or will you honor an organization's federally approved indirect rate?	Indirect costs are capped at 10% regardless of your federally approved rate, for all applicants.
Are you asking about past performance related to any grants or WIOA/workforce development grants?	Applicants should describe all past grant experience.
If an organization has no prior experience with WIOA or workforce grants, would that applicant score zero points in this section?	Applicants are not required to have prior experience with WIOA or workforce grants specifically.
Administrative funds are limited to 5% of the award: Do you have an explanation or examples as to what is considered Administrative?	Please refer to 20 CFR 683.215 for guidance on administrative costs.

<p>Given that most apprenticeships are at least one year, how should we interpret this metric within a 12-month period of performance?</p>	<p>Virginia Works will continue to monitor performance of these awards after the Period of Performance to track project success.</p>
<p>Does Registered Apprenticeship enrollment count as a job placement?</p>	<p>Yes.</p>
<p>What do you mean by job retention in regards to Registered Apprenticeship?</p>	<p>Retention refers to the percentage of participants who remain employed/apprenticed.</p>
<p>Is it okay if project implementation occurs in under a year, as long as the goals of the grant are met?</p>	<p>Yes.</p>
<p>What performance goals and outcomes apply to increasing job placement in high-demand occupations?</p>	<p>Number and percent of participant placements in high-demand occupations. See Section 3.A. Reporting.</p>
<p>Both grants state participants must be co-enrolled in WIOA Title I programs. Can this include co-enrollment in Incumbent Worker Training?</p>	<p>Yes, as long as the Incumbent Worker Training is conducted under WIOA Title I programs.</p>
<p>Can we use in-kind contributions for the match? If so, what is the definition of in-kind contributions.</p>	<p>It is the applicant's responsibility to identify whether in-kind contributions are allowable depending on their funding source. Review 2 CFR 200.306</p>
<p>What are the key performance indicators for job placements in high demand occupations?</p>	<p>Number and percent of participant job placements in high demand occupations.</p> <p>This is a subcategory under "Registered Apprenticeship Enrollments" and "Digital Skills Development" for the "Investing in Workforce Development Innovation for the Future of the Commonwealth" award, as each awardee will be required to report high demand occupation job placement metrics under both categories.</p> <p>In addition to high demand occupations being a data metric under "Registered Apprenticeship Enrollments" and "Digital Skills Development" applicants may focus</p>

	on increasing job placements in high demand occupations outside of "Registered Apprenticeship Enrollment" and "Digital Skills Development" goals.
Could an employer's share of On-the-Job (OJT) wages count towards the grant match requirement?	Each applicant is responsible for determining what are allowable uses of their funding sources.
Are for-profit training providers/registered career schools eligible to apply as educational institutions?	Qualified educational institutions are eligible to apply.
If our organization doesn't typically co-enroll participants in at least one of the Workforce Innovation Opportunity Act (WIOA) Title I programs (required per the grant), could we partner with someone who does in order to meet this requirement for our proposed project?	Yes.
Since there is a co-enrollment in WIOA, does the performance for this project affect the performance of our Adult, Youth, DLW programs?	Co-enrollment does not change the expectation of performance goals.
Will these grant opportunities require individual participant data entry into the Virginia Workforce Connection (VAWC) including all data entry requirements for electronic records in the VAWC?	Yes.
The grant says- Subawards cannot support the hiring of new personnel; Applicants may propose funding for salary and/or wage support of existing positions who will be directly responsible for conducting service delivery programmatic objectives and documented through time and effort reporting. Question - What or Who qualifies as a SubAward?	Grant receiving entities under these funding opportunities are considered sub-awardees.
Are there any specific key data metrics required to submit for a non-profit	No, not in addition to what is already listed in the application requirements.

hospital system that provides nursing specific program education and training?	
Will training providers be able to train participants outside of the LWDB areas? For instance, we have schools in Roanoke and Shenandoah Valleys. If we have a partnership with the SV WDB, would we be able to train participants in Roanoke.	Applicants may train participants in accordance with the plan laid out in their application.
Can match be in-kind or must it be cash?	Each applicant is responsible for determining what are allowable uses of their funding sources.
Just to make sure I understand fully, this is a matching grant? Therefore if we applied for \$25k, we as an organization would also need to put in \$25k?	Funding match is 50% of requested grant amount. If applicant requests \$25k, they must match with \$12.5k.
Can you give a sense of the scale of outcomes you are expecting to see?	No. Applicants must submit their expected outcomes in their applications depending on their proposed project goals.
For WIOA co-enrollment, do training providers need to be on the VA Eligible Training Provider List (ETPL)?	Yes.
If participants have to be enrolled in WIOA Title 1 programming to be served by this grant, if your organization doesn't currently serve that population, does that mean you need to have a referral relationship with a current WIOA service provider in order to reach eligible participants for this grant?	<p>Applicants who are not a Local Workforce Development Board (LWDB), must partner with a LWDB and submit a letter of commitment from the LWDB. This is more than a referral relationship.</p> <p>https://viriniacareerworks.com/local-workforce-boards/</p> <p>All partners must submit a letter of commitment. Each letter of commitment must be cohesive with the Project Narrative.</p>
Can these funds be used to purchase consumables for the apprentices, such as books, an online course, tools, boots, etc.?	Yes. However, funds cannot be used to purchase food, entertainment, real property, equipment, or to construct buildings.

<p>Is this an approved model for these funding opportunities?:</p> <p>An Employer who wants to upskill employees into a higher skilled position within the company, partners with an Eligible Training Provider List (ETPL) approved training provider.</p>	<p>There are no pre-determined models for these funding opportunities.</p> <p>Applicants who are not Local Workforce Development Boards (LWDBs) must partner with a LWDB: https://viriniacareerworks.com/local-workforce-boards/</p> <p>All partners must submit a letter of commitment that is cohesive with the Project Narrative.</p>
<p>Will we need a letter of commitment from every board across our footprint in the commonwealth?</p>	<p>No. You only need a letter of commitment from the Local Workforce Development Boards (LWDBs) that you plan to partner with.</p> <p>https://viriniacareerworks.com/local-workforce-boards/</p>
<p>Could these funds be used to hire a 1099 consultant to provide the services proposed?</p>	<p>Funds cannot be used to hire new personnel. Funds can be used to hire consultants. However, federal regulations limit consultant costs to not exceed \$850 per day.</p>
<p>Could the funds be used to provide scholarships for Veterans to pursue careers in nursing programs?</p>	<p>Yes.</p>
<p>Where can applicants find current WIOA Title I recipients to potentially partner with?</p>	<p>https://viriniacareerworks.com/local-workforce-boards/</p>
<p>We are considering a Virtual Reality software and accompanying headsets. This will enhance the service delivery by enabling more students to be enrolled per instructor and provide simulation scenarios for more hands-on experience. I did see that funds cannot be used to purchase equipment, but would we be able to consider this software as supplies (headsets would not exceed \$5k)?</p>	<p>This is an update to the previously issued response: Software and hardware that exceeds \$5,000 per-unit is considered equipment and is not allowable.</p>

<p>Can funds be used for digital career support solutions like skill alignment and service recommendation, and employment opportunities?</p>	<p>This is an update to the previously issued response: Software and hardware that exceeds \$5,000 per-unit is considered equipment and is not allowable.</p>
<p>Define equipment.</p>	<p>According to 2 CFR 1108.170:</p> <p>Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of:</p> <p>(a) \$5,000; or</p> <p>(b) The recipient's or subrecipient's capitalization threshold for financial statement purposes.</p>
<p>I read that non-profit entities must demonstrate and discuss partnership with one or more local workforce boards for a successful application. Could you provide further guidance on this?</p>	<p>Applicants who are not Local Workforce Development Boards (LWDBs) must submit letters of commitment from a LWDB outlining how they will work together. This letter must be consistent with the Project Narrative.</p> <p>https://viriniacareerworks.com/local-workforce-boards/</p>
<p>If we are working with another partner organization that were to also receive grant funding, let's say, to put a student in our program, would that be a conflict?</p>	<p>No, working with a partner organization who also receives grant funding is not a conflict, as long as funds do not supplant current resources that costs are currently expensed to.</p>
<p>If the agency you represent as the applicant is both a non-profit and an employer who might employ up-skilled people, would that non-profit be an eligible applicant?</p>	<p>Yes.</p>
<p>I'm working with a local training provider in the Roanoke Valley, and we are looking to train participants in healthcare</p>	<p>Teacher's salaries may be reimbursed if they are already on the staff, as long as</p>

<p>occupations. When it comes to getting reimbursed, are teacher salaries one of the things that can be reimbursed if they're already on staff?</p>	<p>funds do not supplant current resources that costs are currently expensed to.</p>
<p>What are the monthly reporting requirements for this grant, especially on the performance and the financials side?</p>	<p>Awarded applicants will be given a reporting template that will include key data metrics (Section 3.A.) depending on the details of their project. The reporting template will primarily be assessed to ensure awardees are on track with programmatic and financial goals, including match requirements. Awardees will receive feedback pending monthly reporting, if necessary.</p> <p>Applicants may suggest additional key performance indicators with justification and a data collection plan.</p>
<p>Can an awardee request an advance to start and launch grant activities? Or are awarded funds 100% reimbursable?</p>	<p>All awarded funds will be distributed on a reimbursement basis only.</p>
<p>Can we apply to both funding opportunities?</p>	<p>Yes.</p>
<p>Will there be training for awardees that are not familiar with the Virginia Workforce Connection (VAWC)?</p>	<p>Yes.</p>
<p>The Local Workforce Development Board (LWDB) that I reached out to is already partnered with two other groups and cannot form an additional partnership with my organization. What other options do I have to pursue?</p>	<p>You may partner with another LWDB: https://virginiacareerworks.com/local-workforce-boards/</p>
<p>I'm still not clear on the 5% administrative cost. Does the 5% refer to Management/Personnel costs? Is it separate from the 10% IDC? What exactly is the 5%?</p>	<p>There is a 5% limit to how much of the total award can be spent on administrative costs as defined by 20 CFR 683.215. This 5% is unrelated to the 10% limit on indirect costs (IDCs), unless IDCs are administrative in nature. The applicant is responsible for determining the nature of their IDCs.</p>

<p>My team member reported back and said that, based on the response from the Virginia Works team, the headsets would not be allowable <i>unless</i> we rented them, but the purchasing of the software would be allowed. Are you able to confirm this?</p>	<p>Software or hardware that exceeds \$5,000 per-unit is considered equipment and is not allowable.</p> <p>According to 2 CFR 1108.170:</p> <p>Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of:</p> <p>(a) \$5,000; or</p> <p>(b) The recipient's or subrecipient's capitalization threshold for financial statement purposes.</p>
<p>Does salary support for preexisting employees supporting apprenticeships and or upskilling of workers fit into the 5% administrative cost allowable, or can that be counted as a separate budget item?</p>	<p>It depends on the function of the pre-existing employee. Funds cannot supplant current resources that costs are currently expensed to.</p> <p>Please refer to 20 CFR 683.215 for guidance on administrative costs.</p>
<p>We know that all participants must be registered with the local Virginia Works Board, however, if a company already employed someone as a laborer, and made the decision to upskill them and register them as an apprentice, could that candidate fall under the purview of the grant?</p>	<p>If the individual is to receive services under this grant opportunity, they must be co-enrolled.</p> <p>These grant opportunities can serve individuals transitioning to Registered Apprenticeship.</p>
<p>We have several students who come to us from locations within the commonwealth that are outside of our geographical footprint. Those students attend classes online. Would those students count towards the grant as we would not be</p>	<p>It is not necessary to create a formal partnership with every Local Workforce Development Board (LWDB) associated with the geographical location of all online students.</p>

<p>affiliated with every Virginia Works Board in the state?</p>	<p>However, as co-enrollment with WIOA Title I is a requirement, applicants must have a plan to accomplish this detailed in their project narrative.</p>
<p>Can the applications deviate from the Virginia Office of Education Economics (VOEE) 2024 high-demand occupations data, focusing on employment areas that are not listed there?</p>	<p>No.</p>
<p>Is there a time period we need to choose the recipients in? Is it right away?</p>	<p>Project participants must be served during the grant period of performance.</p>
<p>I have reviewed the FAQ sheet and wanted to confirm that I am correct in that grant applicants would have to be organizations that are currently operating. Is that correct? Could funding be applied to start-up costs?</p>	<p>Funds cannot support the hiring of new personnel. Applicants may propose funding for salary and/or wage support of <i>existing</i> positions, as long as funds do not supplant current resources that costs are currently expensed to.</p> <p>Eligible applicants include: Local Workforce Development Boards, Educational Institutions, and Non-Profit Entities including Professional Associations.</p>
<p>Must WIOA co-enrollment be at the local level?</p>	<p>Refer to section 1.F. Participant Eligibility, which states, "All participants in this grant must be co-enrolled in at least one of the Workforce Innovation Opportunity Act (WIOA) Title I programs (Youth, Adult, or Dislocated Worker)". These services are delivered through American Job Centers, at the local level. Co-enrollment must occur at American Job Centers, at the local level.</p>
<p>It is mentioned in the Q&A that an entity can apply to both categories, but can more than one proposal from within a geographic region be considered in a single category?</p>	<p>Yes.</p>

Updated 04/18/2025

Can there be more than two total applications from the same region?	Yes.
Must applicants have established Registered Apprentices Programs at the time of the application?	At the time of application, applicants are not required to have established a Registered Apprenticeship Program, however if your work pertains to apprenticeship, your Project Narrative should address a plan to establish a Registered Apprenticeship Program.
Can we use funds to pay our apprentices stipends?	Funds awarded by Virginia Works under these funding opportunities may not be used for apprentice stipends.