

**New York State Department of Labor (NYSDOL)  
Sector Partnership NEG (SP-NEG)**

**Enhanced Career Services for Dislocated Workers (ECSDW)**

**Questions and Answers Pertaining to the Request for Qualifications (RFQ)**

(Updated 8/12/16. New questions and answers are added at the end of weeks that they are received and indicated below after each revision date.)

Funding opportunity announcements are available at the New York State Department of Labor website at <https://labor.ny.gov/businessservices/funding.shtm>.

**Q #1) On page 4 of the RFQ, under Section II. A., the following statement is included: “If the LWDB reduces the number of dislocated workers to receive enhanced services at any time prior to or after an award is issued, the requested level of funding will be proportionately reduced.” Is there a section in the SOQ that requests the number of dislocated workers to be served? If not, should this number be stated by the applicant in its proposal. Please advise.**

A #1) Yes, please include the number of proposed dislocated workers to be served as part of the requested dislocated worker population to be recruited and served description in item 2 of the Statement of Qualifications (SOQ). In addition, the proposed number of dislocated workers should be reflected in the proposed outcomes for participants as requested in item 6 of the SOQ. This information will assist NYSDOL in determining the applicant LWDB’s comprehensive and effective planning for the provision of enhanced career services to dislocated workers as indicated in the Evaluation Criteria section of the RFQ.

**New Questions as of 12/20/16 start below:**

**Q #2) Regarding the statement on: page 3, I. Funding Opportunity Description, A. Purpose, paragraph 2 which states: “This RFQ seeks to support LWDBs that have incurred additional expenses associated in providing enhanced career services...” Must the expenses have already been incurred as opposed to those planned activities to increase, initiate and/or implement additional activities and services required to expand services which will include substantial numbers of individuals who have not received enhanced services which will subsequently incur expenses?**

A #2) No. Reimbursable expenses must be incurred only from the date of award through June 30, 2017.

**Q #3) Regarding the statement on: Page. 4, II. Award Information, B. Use of Funds, 1. Allowable Costs - Can funding be used towards supportive services for dislocated worker participants: i.e.: transportation to and from short term occupational training (Metro card, gas card, etc.)?**

A #3) No. The funds for this grant are intended to be used to “support the direct staff and administrative expenses incurred by the LWDB in providing enhanced career services to dislocated workers such as: individual counseling and comprehensive assessment; individual employment planning; job search planning and job coaching; short-term pre-vocational skills

to prepare for employment or training; placement in vocational skill training; and job search assistance.” Supportive services do not fall within these categories of allowable expenses.