Addendum – Issued October 8, 2020

Request for Proposals for:

Columbus State Community College

The following questions were received by the published deadline of September 30, 2020. Answers have been directly sent to the requestor and have been compiled in this addendum.

Question 1:
We are reviewing the RFP for Columbus State Community College. Does this partnership allow for universities outside of Ohio?

Answer 1:
Yes, we would consider proposals from outside of Ohio, in keeping with the DOL intent of providing fair and open competition when utilizing federal funds to award contracts.

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Question 2:
The RFP document refers to a "local/regional geographic scope" comprising "Delaware, Fairfield, Franklin, Knox, Licking, Logan, Madison, Marion, Morrow, Pickaway, and Union" counties. In what way does this geographic scope apply? Are businesses and students from outside these counties still eligible to participate in the program?

Answer 2:
We are targeting our efforts around region 5, which for the purposes of this grant is comprised of the counties mentioned in the RFP. However, we would consider proposals from outside of this region, in keeping with the DOL intent of providing fair and open competition when utilizing federal funds to award contracts. Please also note that Innovation Funds are available in other regions within the state of Ohio.

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Question 3:
The document's "explanation of budget" section on page 7 states: "Please note when building your budget that there is a total of $321,790 in Education Innovation Funds available over a three-year period, and we anticipate awarding multiple projects." Does this mean $321,790 total available to be divided between all awards and all participants in the program, or a maximum of $321,790 per participant?

Answer 3:
$321,790 is the total that will be divided between all awarded proposals over a three-year period.

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Question 4:
Is there a limit on funds per participant, or per year?

Answer 4:
There is no limit on funds per participant or per year, however, be aware that using a per participant calculation may impact funding if other proposals demonstrate the ability to engage more participants.

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Question 5:
Is there a list of eligible items/expenses that can be reimbursed with project funds?

Answer 5:
Allowable uses of Educational Innovation funds include:

- Development of courses at post-secondary level
- Developing qualified instructors and subject matter experts
- Re-vamping existing curricula to meet the needs of industry
- Tailoring apprenticeship training activities for online or virtual instruction
- Developing competency-based apprenticeship standards
- Converting traditional technical coursework to competency-based
- Embedding nationally portable industry recognized credentials into manufacturing curriculum that is utilized for Earn and Learn programs
- Work required to award credit for industry recognized credentials
- Articulation to credit, including credit for prior learning (PLA)
- Assistance with participant recruitment, navigation, placement, tracking, reporting
- Participant assessments, credentials, and Related Technical Instruction (RTI), including online training for incumbent workers enrolled as SA participants

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Question 6:
The RFP document states that receipt of the RFP document makes the recipient is a "registered party", and therefore eligible to have its questions answered by CSCC; is there anything else a recipient must do to "register"?

Answer 6:
There is nothing else required to register. Columbus State will be compiling all questions received and answers into an addendum that will be distributed in the same manner as the RFP and will also be distributed to all registered parties.

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Question 7:
The RFP document indicates that participants' questions will be answered in an "addendum" to the original project document, to be issued on October 8, 2020; is this the only time and pathway that participants can receive answers on project questions?

Answer 7:
In accordance with the purchasing policies of the Department of Labor grantee, Lorain County Community College, and the DOL's intent to promote fair and open competition, participants may email questions to Karen Kyle at kkyle7@cscc.edu through September 30, 2020. Answers will be sent directly to those posing questions as soon as possible. In addition to responding to each individual inquiry, all questions and answers will be disseminated in the addendum on October 8, 2020. No questions will receive replies after September 30, 2020. Any funds not issued this year will be again be made available when the RFP is re-released.

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Question 8:
What are the follow-up data requirements?

Answer 8:
Reported data required includes the following and is sent on a quarterly basis:
- Participant demographic information, such as ethnicity, state of residency, veteran status, date of program entry/exit, etc.
- Participant employment status and type of participant (underemployed, unemployed, incumbent, student)
- Dates of trainings completed by participants, including dates of any milestones achieved
- Participant degrees or credentials earned, and dates
- Participant support services received (includes financial counseling, behavioral counseling, mentoring, job coaching, networking, job search assistance)
- Total # of participants
- Post apprenticeship employment of participants

In addition, a quarterly narrative report is submitted that includes the following information. Sections are as follows:

- Status Update on Employer Engagement Strategies
- Summary of Grant Progress
- Progress of Grant Timeline
- Development and Implementation of Effective Practices and Program Model Strategies*
- Status Update on Match and/or Leveraged Resources
- Key Issues and Technical Assistance Needs
- Significant Activities, Accomplishments, and Success Stories
- Specific Outcomes

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Question 9:
What reporting is required after the three year cycle has ended (post-2023)?

Answer 9:
Information on the FOA is as follows below:
Record Retention You must follow Federal guidelines on record retention, which require that you maintain all records pertaining to grant activities for a period of at least three years from the date of submission of the final expenditure report. See 2 CFR 200.333-.337 for more specific information, including information about the start of the record retention period for awards that are renewed quarterly or annually, and when the records must be retained for more than three years.

Columbus State will request final invoices and reports 14 days following the end of the grant.

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Question 10:
Does "curriculum development" on the budget include equipment or does that fall under "operational"?

Answer 10:
Purchase of equipment is not allowable on this grant.

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Question 11:
What is covered under "participant enrollment fees"?

Answer 11:
Grantees may use up to 10 percent of grant funds to provide supportive services to individuals participating in education and training activities provided through the grant. Services can include transportation, child care, dependent care, housing and needs-related payments that are necessary to enable an individual to participate in education and training activities funded through this grant.