



Date: March 18, 2009

South Central Workforce Area will be receiving significant workforce funds under the American Recovery and Reinvestment Act. For youth, we expect a doubling of current allocation which is intended to provide summer youth work experiences for young people within our local area.

While we haven't received final guidance, we do understand that the U.S. Department of Labor will require that some method of procurement be done for youth providers; therefore, it seems prudent for us to take advantage of the procurement process that is already in place and make the most of time and resources.

The following elements surrounding the capacity to fulfill the American Recovery and Reinvestment Act Summer Youth requirements are to be added to the 2009 WIA Youth Proposals as a separate addendum. **All 2009 WIA Youth and Summer Youth proposals are due no later than 4:00 PM, Monday, April 6, 2009.**

1. Extend the Youth RFP due date to April 6, 2009, no later than 4:00.
2. The extension requires each proposer to include an addendum that describes their plans and time frame consistent with what we know from formal issued guidance on the American Recovery and Reinvestment Act of 2009.
3. The Addendum is not to exceed five (5) pages and must be submitted as a separate document, which would not be included as part of the year round youth WIA proposal text or budget.
4. Proposals will provide a project timeframe that would expect the majority of funds to be spent and activities to occur by September 30, 2009.
5. Since we do not have an exact allocation for the American Recovery and Reinvestment Act of 2009, a line item budget is not required. However, we do require a description of how funds would be channeled to youth that includes:
 - a. **Percent of funds (A)** going directly to youth (i.e. support service, wages, needs related payments, tuition, etc.)
 - b. **Percent of funds (B)** that would be obligated to the DIRECT support of youth (i.e. teachers, site supervisors, mentors, etc. Do not include agency staffing such as case managers, clerical, etc and other agency overhead here.)
 - c. **Percent of funds (C)** that would be staffing and overhead
 - d. Budget would result in a total of $A\% + B\% + C\% = 100\%$

- e. Estimated cost per youth (i.e. take total expected budget, divide by number of NEW enrollments = cost per youth)
6. The narrative would include:
- a. Planned timeframe for each special project (start/end)
 - b. Proposed group activities and contacts that have been made to support the summer increase of youth activities
 - c. Educational component or connection activities
 - d. Although Summer Youth must be operated as a separate program, explain how it will be connected to the year round youth program
7. All general content in the original RFP is still applicable, such as address for delivery, number of copies, contact individuals, nondiscrimination, etc.

Any questions surrounding the WIA IB Youth Program Request for Proposal extension which requires an American Recovery and Reinvestment Act of 2009 addendum, should be sent in writing to:

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or
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All received questions and answers will be appropriately posted on the South Central Workforce Council website.