

# Farmworkers Advancement Program

# Solicitation for Proposals

# Program Year 2023-24

## Questions and Answers

## What is the grant period of performance (POP)?

The POP is 18-24 months depending on the project start date. The POP will depend on the project start date however the end date cannot be later than March 31, 2026, not December 31, 2026, as listed on page 4 of the SFP.

\*Please note that the project start date is an estimated date pending exhibit and subcontract approval.

## Is technical assistance (TA) available?

Yes, there will be a TA provider that will assist awardees during the POP. The EDD’s project manager(s) will also provide TA throughout subgrant development, the POP, and grant closeout.

## Is there a cost per participant requirement?

No, there is no cap on average cost per participant; however, the applicant must demonstrate how the proposed costs are necessary and reasonable regarding benefits to participants. The EDD recognizes that intensive training in occupational skills and literacy and other essential skills, combined with robust wrap-around support and ancillary services will result in higher costs per participant than other similar training programs.

## Do all enrolled participants need to meet the WIOA performance outcomes (Employment, Credential, etc.)?

The applicant is encouraged to meet or exceed the WIOA state-negotiated performance goals in delivering on the measurable employment and quality job outcomes outlined in the SFP. Applicants should tailor performance goals to reflect a data-driven local/regional economic analysis that supports the proposed project performance goals concerning service delivery, target populations, and skill attainment. Demonstrated success in achieving program outcomes for farmworkers or other similar populations will factor into funding decisions, along with viability of program design and evidence of employer and education and training partners.

## Can we enroll farmworkers who are employed (incumbent workers)? If so, will they count towards the WIOA performance outcomes??

Underemployed farmworkers are eligible for grant participation. Enrolled participants enter Statewide WIOA Adult performance, but not Local Area performance.

## The Project Narrative Section I: Statement of Needs outlined on page 24 of the SFP states that the total pts for this section is 10. However, there are 3 questions under this section, each assigned 5 pts which totals to 15 pts. What is the correct pt. value for this section? And is Question I.3. Targeted Core Workers an extra question since it does not seem to apply to this section of the SFP?

There was a typo in the SFP when calculating the subsections in Section I: Statement of Needs. The total value in Section I: Statement of Needs is 10 pts. Please note that Exhibit A must be completed for each Section and Subsection, so Subsection 1.3. Targeted Core Workers is a required element of the Exhibit.

## Can participants in funded programs be undocumented farmworkers?

Programs can provide referrals for farmworkers without work authorization to supportive services and other programs. Also, to prepare participants for employment and foster positive relationships with employers, staff should make participants aware of federal law requiring employers to verify participant’s employment authorization to work documents prior to employment and a job referral.

Refer to Workforce Services Directive *Pathway to Services, Referral, and Enrollment* [WSD18-03](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd18-03.pdf), issued on August 18, 2018, for guidance on making services accessible to all populations and pages 11 and 13 of the SFP for more information on what funded agencies can provide.

## The SFP states that all individuals must be at least 18 years old and meet WIOA Title I Adult eligibility requirements to participate in the FAP PY 23-24 program. Can you confirm that only participants 18 years old are eligible to participate?

All participants must be at least 18 years old and older and meet WIOA Title I Adult eligibility requirements to participate in the FAP PY 23-24 program.

Refer to page 5 of the SFP for information on participant eligibility.

## If farmworkers are the only participants eligible, are they considered incumbent workers? If so, what WIOA performance measures will we be accountable for?

Displaced and underemployed farmworkers are eligible for grant participation. Enrolled participants enter Statewide WIOA Adult performance, but not Local Area performance.

## Many farmworkers do not want to leave their occupation. Can training be focused on ESL and not occupations?

Considering the needs of the target population and changes in the agricultural sector itself this

year, the state will use the FAP PY 23-24 to research, design, implement and evaluate projects for farmworkers that offer skills training for new roles in the agriculture industry, as well as essential skills training in English, math, and digital literacy. Programs may also facilitate entry to higher-level training programs or prepare farmworkers for employment outside of the agricultural industry.

Refer to page 7 of the SFP for more information on strategies to meet program goals.

## How will the reimbursement payments work, will they be monthly, quarterly, or as projects are completed?

Expenditures will be reimbursed through the State’s CalJOBS reporting system. Monthly and quarterly expenditure reporting are required; however, subrecipients may report expenditures and make cash requests at any time. Refer to Workforce Services Directive CalJOBSSM *Cash Request*  [WSD16-17](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd16-17.pdf), issued on March 17, 2017 for more information on the CalJOBSSM cash draw process.

## What is expected regarding documentation and men having signed up for selective service for training participants since these are migrant workers and matching addresses will be difficult?

Refer to Workforce Services Directive *Selective Service Registration* [WSD16-18](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd16-18.pdf), issued April 10, 2017 for more information on requirements for WIOA Title I programs.

## Will a Just Transitions framework be considered for this program to tackle climate change while retaining good-paying jobs and promoting worker development in the agricultural industry?

Yes, in developing this program, stakeholders stated that climate change was a principal point of concern with an understanding that farmworkers are particularly susceptible to losing employment due to climate change. Therefore, the FAP seeks to fund projects that will prepare displaced farmworkers to obtain employment outside the agricultural industry, allowing them to earn a living wage.

Refer to pages 1-2 of the SFP for more information on program development strategies.

## If housing and basic needs such as childcare impact farmworkers, can funds be used to house farmworkers where they work or supplement childcare expenses?

Yes, the FAP projects can offer a holistic suite of wrap-around support, case management, and supportive service interventions designed to address the needs of the target populations to bolster long-term employment stability and retention. Support services may include help with childcare, transportation, financial literacy, or mental health counseling.

Refer to pages 8-9 of the SFP for more information on service that can be funded for the grant.

## Can programs provide service for participants to obtain a high school diploma or GED?

A service plan could include working toward a high school diploma or equivalent; however, the service must be allowable under the WIOA Title I Adult program.

Refer to Workforce Services Directive *CALJOBSSM Activity Codes* [WSD19-06](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd19-06.pdf), Attachment 2, for a list of allowable activities.

## What are the requirements to develop a program?

Refer to pages 6-7 of the SFP for requirements to develop the tracks of the programs.

## Regarding the definition of farmworkers in the SFP, are children, relatives, or other family members considered eligible participants in this program?

Dependents of farmworkers are eligible provided they meet the additional eligibility requirements for participation and are at least 18 years old and meet WIOA Title I Adult eligibility requirements to participate in the program.

Refer to page 4 Section II.B. Target Populations which includes several examples of an agricultural worker.

## If an applicant is interested in offering stipends for farmworkers attending workshops and courses, would it be acceptable to include stipends to participants in this program?

Stipends and incentives may be considered allowable as a supportive service; however, the applicant must demonstrate how the proposed costs are necessary and reasonable regarding benefits to participants.

## What are the differences between Track 1 and Track 2 of the SFP?

Track 1 is intended for programs that can demonstrate a track record of workforce outcomes agricultural workers. Whereas Track 2 focuses on supporting existing or new programs to develop a farmworker training and workforce development program, establish partnerships, design curriculum, and seek registration from the California DAS (if applicable) for registered apprenticeship programs.

Refer to pages 6-7 of the SFP for information on the tracks of the funding.

## Is one of the outcomes or goals for this grant to require higher pay in a new or existing job after the program ends?

Yes, an applicant can include this in the program design as a performance goal or indictor of success however it is not a required element.

## Would getting another job with a better career pathway be considered a better paying job as referenced in the SFP?

No, advancement or increased wages in an agricultural career are acceptable success indicators.

## Are organizations that develop partnerships to provide wrap-around services eligible to apply for this grant?

Yes, applicants are strongly encouraged to establish partnerships that can provide case management, wrap-around, supportive, and follow-up services.

## Is there a preference for joint application projects involving two or more partners?

Applicants with two or more partners are not required to submit a joint application, only one application per organization per track will be accepted. However, applicants must submit a partnership agreement letter from each partner as part of the application package.

Refer to page 40 of the SFP for more information about partnership agreement letters.

## How many farmworker participants are expected to be served by Track 1 and Track 2 grantees?

There is no specific requirement on the number of participants a grantee can serve in the tracks, it is up to the applicant to determine the number of participants to be served based on the needs and regional objectives of the target population. However, the FAP program in total anticipates that the projects will enroll and serve an estimated 900 participants in Tracks 1 and 2.

## Can an applicant provide the 20% leveraged funds requirement in Track 1 or does it need to be a third party?

An applicant may leverage their own funds, or it can be provided by a third party and a commitment agreement letter is required from the organization providing the cash or in-kind contribution.

## Can federal funds be used for the 20% leveraged fund requirement for Track 1?

Only if the federal program expressly permits the funds to be used as such.

## Regarding the limited submission of one application per organization, does that apply to each track?

Only one application per organization per track will be accepted.

## Can leveraged funds be in-kind?

Leveraged funds can be cash or in-kind valued at 20% of the award.

## Does San Benito County qualify for this program?

Applicants can serve participants in any of the regions and/counties if the need for services is supported and outlined in the proposal.

## Are Track 2 projects only to structure a program? Or should they include an implementation stage, in which they are serving farmworkers during the grant period?

Track 2 is meant to support program design, develop, and implement emerging programs. Entities with programs in Track 2 directly support programs to fully develop farmworker training and workforce development programs, establish partnerships, and design curriculums. This track can serve participants in the full implementation phase to test concepts which will drive employment and earnings outcomes in program design and delivery.

## Are higher education institutions eligible to apply for this grant?

Yes, higher education institutions are eligible to apply for this grant.

Refer to page 6 of the SFP for more information on eligibility.

## Can we use employer in-kind resources in supporting farmworkers in on-the-job training (OJT) as leverage?

Yes, leveraged funds can include OJT as valued in-kind resource as part of the 20% of the award.

## Are organizations eligible to apply if they are outside of the counties listed?

Applicants can serve participants in any of the regions and/counties if the need for services is supported and outlined in the proposal.

## Does entrepreneurship count as a good paying job?

Entrepreneurial training is an allowable activity. Applicants would need to demonstrate how the industry/career meets the program goals of long-term employment with living wages.

## Does the grant fund individual phases such as research and design of the project or implementation of the whole project?

Programs applying under Track 1 will be expected to implement any proposed project. Programs applying under Track 2 can be funded to support new programs to develop their training program, establish partnerships, and design curriculum. In addition, Track 2 funding may include a pilot program, but may also support planning and curriculum development alone.

## Will this project fund multi-year projects?

The grant period of performance (POP) is anticipated to be 18-24 months. Funds awarded must be expended within the POP.

## Can an applicant type the responses to the Exhibit A: Project Narrative outside the lined boxes as it makes it difficult to meet the page limit requirement?

No, but the boxes and bullet lists can be removed to provide more space if the applicant responds to all the sections and subsections of the document.

Refer to Appendix A for guidance on adequately completing, formatting, and submitting all elements of the proposal package.

## Where can I access more information about eligible subrecipients and contracts?

Successful applicants should use funding to partner with employers, training providers and other collaborators to provide services through subrecipients or contractors to address the needs of the agricultural workforce.

Refer to page 9 of the SFP for more information on eligible partnerships.

## Under the workforce component for training, will the applicants training offerings need to be on the state ETPL list?

Trainings must be allowable under the WIOA Title I Adult program.

Refer to Workforce Services Directive *CALJOBSSM Activity Codes* [WSD19-06](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd19-06.pdf), Attachment 2, for a list of allowable activities.

## If an organization serves multiple counties in either region 1 or 2, can the proposal be written to service multiple counties?

Applicants can serve participants in any of the regions and/ counties if the need for services is supported and outlined in the proposal.

Refer to page 5 of the SFP for more information on regions and counties.

## During the webinar presentation the date of February 1, 2023, was referred to, did you mean February 1, 2024?

There was a typo in the webinar presentation, February 1, 2024, is correct.

## Does the funding for this project require that participants be enrolled in the CalJOBSSM database?

All subrecipients must have access to the CalJOBSSM website to report expenditures, participant information, and outcome data to the state promptly and accurately.

Refer to page 19 of the SFP for more information on reporting.

## If the applicant is a local workforce board and awarded the grant, will the funds be added to our subgrant agreement?

Yes, this WIOA Title I program will be funded through a subgrant agreement if the organization already has a subgrant agreement the funds will be added to it.

## If the project performance is estimated 18-24 months does the budget need to be created for a 24-month period?

The state expects the performance period for participating projects funded under this SFP will be 18-24 months so the budgets should be based on the estimated months of the project. Grant funds will not be available for longer than 24 months.

## If an applicant has a farmworker program that started in March 2023 and focuses on wrap around services including education and training, can the applicant apply for the $1 million in Track 1?

Yes, Track 1 applicants, including collaborations among partners, must have demonstrated expertise in assisting farmworkers and in workforce development programs.

Refer to pages 6-7 of the SFP for more requirements for Track 1 projects and applicants.