

**Disability Access, Equity, and Inclusion Project (DAEI)**

**Technical Assistance and Developmental Evaluation (TA DE)**

**Solicitation for Proposals Program Year 2024-25**

**Questions and Answers**

1. **Can a subcontractor use a federally negotiated cost rate agreement (NICRA) instead of the 10% administrative cost limit?**

If indirect costs are claimed, a NICRA can be used, however, regardless of a NICRA’s terms, the maximum administrative cost for the grant is fixed at 10% total between direct and indirect costs. A copy of the NICRA must be submitted with the application and is subject to EDD approval.

For additional information, refer to *Section IV: Funding and Budgetary Requirements*, *Appendix B: DAEI Program Allowable Services*, and *Appendix C: Allowable Costs, and Appendix D: Administrative Costs* for the general requirements dictating the proper use of these funds.

1. **What are some common reasons for an application to be disqualified?**

The three most common reasons for an application to be disqualified are as follows:

1. **Missing or incomplete Commitment Letters**

There is no leverage fund requirement for the DAEI TA DE; therefore, Commitment Letters are not required unless the applicant is leveraging funds. If so, applicants should provide a letter to verify the dollar amount and the source of contributions from each entity that pledges cash or in-kind resources to the project. Also, the funds stated in the Commitment Letters must match the leveraged funds stated on the Cover Signature Page submitted in the application.

1. **No valid System of Award Management (SAM) account registration**

Applicants must register with the SAM to apply for and receive funding for this initiative. Registration with the SAM must be reviewed and updated every 12 months to remain current, accurate, and complete in the SAM database. A recipient must maintain active registration with current information during which it has an application under consideration or an active state or federal award, including state and federal funding distributed through the EDD.

1. **Missing or incomplete exhibits**

Before applying, please ensure that all required exhibits have been completed and are included in the submission.

For additional information, refer to *Appendix A: Proposal Package Instructions* for further guidelines on electronic submission and *Section VI. D: Agreement and Contracting* for the signatory authority

requirements for the Subgrant Agreement (contract).

1. **Is there a desired number of in-person convenings that the TA DE grantee will host over the 36-month period?**

There is no specific number of required convenings. Timing will be determined in coordination with state partners and pilot awardees.

1. **Is attendee food (e.g. coffee and lunch) an allowable cost for the in-person convenings?**

Allowable conference costs paid by the non-Federal entity as a sponsor or host of the conference may include costs of meals and refreshments.

For additional information, refer to [eCFR :: 2 CFR 200.432 -- Conferences.](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.432) and *Appendix C: Allowable Costs* of the SFP.

1. **Will pilot awardees be responsible for paying for their own travel to in-person convenings?**

Pilot awardees will be responsible for paying for their own travel to in-person convenings. Costs incurred by pilot sites can be paid for using the funds awarded to them through the pilot.

For additional information, refer to WIOA and *Appendix C: Allowable Costs* of the SFP.

1. **The estimated project start date is listed on page 14 of the SFP as May 2024. Is this an error?**

This date is an error, the correct estimated project start date for DAEI TA DE is May 2025, or upon contract execution. The start date for the pilots that the TA/DE will be supporting is to be determined.

1. **Do you have an estimate of the number of pilot awardees that will be selected?**

The number of pilot awardees is yet to be determined. The initial estimate is between 8 and 12.

1. **Will pilot applicants be reporting on participant level data through CalJOBSSM?**

Yes, pilot awardees will need to capture participant data using CalJOBS.

For additional information, refer to *Section: VII.C. Performance Reporting* and *Appendix F for CalJOBS Workstation and Software Requirements* of the SFP.

1. **Under the Required Exhibit Attachments, all the document listed are links except the DAEI TA DE SFP- Negotiated Indirect Cost Rate Agreement (NICRA) or Cost Allocation Plan (CAP) (if applicable), why?**

The NICRA or CAP is not an exhibit; if you claim indirect costs, include your indirect cost rate proposal/approval from your Cognizant/Approving Agency OR your Cost Allocation Plan with the certification letter as an attachment.

For additional information, refer to *Appendix A: Proposal Package Instructions,* *page 31* for further guidelines on Indirect Cost Declaration-ICD and *Section VI. D: Agreement and Contracting* for the signatory authority requirements for the Subgrant Agreement (contract).

1. **Regarding the Indirect Cost Declaration-ICD form, as the authorized signatory is our CEO, should the form be saved as a Portable Data Format (PDF) as opposed to a Word Document as requested in the instructions?**

We will accept the ICD in a PDF format or a signed copy of the word document.

1. **When is the actual SFP for the DAEI program or pilot projects expected to be released, of which this TA grant will be assisting?**

The solicitation for the DAEI Pilot sites is still in development, expected to occur later this year.

1. **Does each applicant need to be specifically partnered with a Workforce Development Board?**

No. However, given the project's complexity, applicants may benefit from incorporating partnerships into TA DE plans to achieve all objectives and required activities, enhance the support network, and increase the likelihood of successful program outcomes.

For additional information, refer to *Section: III.C. Partnerships* of the SFP.

1. **Do you anticipate grantees being a different maturity levels of serving people with disabilities? Or are you targeting pilot/initial efforts vs mature organizations in serving people with disabilities?**

The solicitation for pilots is still under development, and requirements for applicants are yet to be determined. For this SFP, the DAEI TA DE award applicants must be organizations with the capacity, relationships, and expertise to deliver the necessary TA DE services statewide. Also, must have knowledge of, and experience with, the following:

* Disability access, equity, and inclusion
* Supporting organizational learning and ongoing quality and program improvement
* Outcomes-based program and performance management
* Workforce, education, and human services program

For a list of eligible applicants, refer to *Section: II.B. Applicants* of the SFP.

1. **What is the difference between the "pilot awardee" and "awardee"**

The “pilot awardee” refers to Local Workforce Development Areas that will operate pilot programs, funded by a forthcoming funding opportunity that has not yet been released. The DAEI TA DE awardee that will be funded through this SFP will be providing technical assistance and developmental evaluation to those programs or pilot awardees.

1. **Please clarify the DAEI program and the DAEI TA DE grant specifics, the informational webinar provided conflicting information about the award amounts and number of awards.**

To clarify this SFP is for the Disability Access Equity and Inclusion Project Technical Assistance and Developmental Evaluation (DAEI TA DE) for PY 24-25, and we plan to award one organization $1.5 million to provide TA DE to the 8-12 DAEI program (or pilot) awardees. $15 million is reserved for pilot program awardees that will be funded through a funding opportunity that has not yet been released.

1. **Will a copy of the PowerPoint deck from the DEAI TA DE PY 24-25 Informational Webinar held on Tuesday, September 17, 2024, be sent to the attendees?**

While a deck will not be made available, we did send out a webinar summary to all registered attendees and this Questions and Answers document will be published to the EDD website.