

**Opportunity Young Adult Career Pathway Program**

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

**Questions and Answers**

1. Could you please clarify if for-profit training providers are eligible to apply for the grant, or only non-profit training providers?

For-profit businesses are not eligible for this funding opportunity. This includes for-profit training providers.

*For additional information please reference page 5 of the SFP.*

# In terms of the minimum leverage requirement of 20%, is the leverage considered part of the requested amount ($2 million requested = $1.6 million received + $400,000 leveraged) or in addition to the requested amount ($2 million requested = $2 million received + $400,000 leveraged)?

Applicants are required to demonstrate a minimum of 20% leveraged resources in relation to the total requested funds. If $2 million is being requested, at least $400,000 must be leveraged.

*For additional information please reference pages 14-15 and 41-43 of the SFP.*

# Is a K-12 school district eligible to apply?

A K-12 school district is eligible to apply for this funding opportunity. However, please note that in order to be considered for funding, the proposal must aim to serve the target population of opportunity young adults ages 18-28.

*For additional information please reference pages 4-5 of the SFP.*

# May these funds be used to support workforce development and training activities in California’s cannabis industry?

Federal funds cannot be used to support activities in the cannabis industry according to WIOA sec. 181(f).

*For additional information please reference page 15 of the SFP.*

# Does the performance period go to the end of December 2026? An 18-to-24-month period will exceed March of 2026.

Yes, the performance period should go to December 2026, assuming a project start date of January 2025. Please note that any dates after the proposal due date are estimates and could be subject to change.

*For additional information please reference page 14 of the SFP.*

1. **Regarding the forms mentioned in the requirements, should they be included in the proposal narrative, or are they to be submitted separately?**

All required exhibits and attachments should be completed and submitted in one email to [WSBSFP3@edd.ca.gov](mailto:WSBSFP3@edd.ca.gov). Exhibit A, or the proposal narrative, should be completed in addition to the other exhibits and attachments.

*For additional information please reference pages 15-17 of the SFP.*

1. **Is it permissible for the proposal narrative to exceed the specified page limit?**

The proposal narrative has a 15-page limit. Any information beyond the 15-page limit will not be considered during the scoring process. The other exhibits and attachments do not count towards this page limit.

*For additional information please reference page 26 of the SFP.*

1. **Are applicants supposed to type the narrative inside the boxes in Exhibit A where the bulleted prompts are or under the boxes? Can the page breaks, instructions, and blank lines be removed as well?**

When completing Exhibit A, applicants may write their responses inside or under the boxes, or the boxes may be removed entirely to create more space. The page breaks may also be deleted if needed. The instructions and any unnecessary spaces may also be removed. The section and sub-section titles may be changed to 12-point font, but they must be kept in the document and remain in the same order (for evaluating purposes).

*For additional information please reference pages 26-34 of the SFP.*

1. **Are there any restrictions on the number of subcontractors an applicant may utilize or is there a threshold on the mound of funding that can be subcontracted for a specific scope of work?**

While there is not a limit or restriction on the number of subcontractors or funding amount, applicants must follow the procurement requirements listed on the Exhibits in the SFP (specifically Exhibit G).

*For additional information please reference page 36-38 of the SFP.*

1. **Is it permitted for an organization that is headquartered outside California, with sites in California, to be awarded the grant and carry out programmatic activities in California?**

Yes, an organization that is headquartered outside of California is eligible to receive funding from this grant as long as it follows California State requirements and serves participants located in California.

1. **What is the timeframe for the median earnings provided on page 13 of the SFP (quarterly earnings)?**

The phrase “Median Earnings 2nd Quarter After Exit” from page 13 of the SFP refers to the median earnings of program participants who are in unsubsidized employment during the second quarter after program exit.

*Refer to Workforce Services Directive on* [*Performance Guidance* (WSD23-03](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd23-03.pdf)) *for more information about WIOA performance indicators.*

1. **Is this a reimbursement-based grant?**

Yes, this is a reimbursement-based grant. 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.

*For additional information, please reference the Workforce Services Directive* [*CalJOBS Cash Request* (WSD16-17](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd16-17.pdf)) *on the CalJOBS cash draw process.*

1. **Is this grant leveraging WIOA funds, and if so, what are the associated reporting requirements to indicate participants are eligible for WIOA?**

Yes, this grant is being awarded in WIOA Title I funds. All individuals must be at least 18-28 and meet WIOA Title I Adult eligibility requirements to participate. Participant information must be reported in CalJOBS.

*For additional information please reference page 22 of the SFP.*

1. **Can an applicant utilize funding from COYA as matching dollars?**

Applicants must demonstrate a minimum of 20 percent leveraged resources from other sources based on the total grant funding requested. Regardless of the source, all leveraged funds must be documented in a commitment agreement letter supplied by the funding agency. If the lead applicant is providing contributions, the applicant organization must provide a letter that conforms to the stated guidelines. The letters should clearly define the contribution parameters and include the exact amount of the contribution.

*For additional information please reference pages 14-15 of the SFP.*

1. **The SFP does not provide insight into what the three-digit initialism is, please provide more detail.**

An applicant’s three-digit initialism refers to their assigned CalJOBS initialism. If the applicant’s organization is unsure of this, they may assign their own three-digit initialism. For example, “ABC Foundation” could use the initialism “ABC”.

*For additional information please reference page 16 of the SFP.*

1. **Does the project have to exclusively serve people ages 18-28, or is it sufficient for the project to serve a cohort that is majority 18-28 but also includes folks outside this age bracket?**

All individuals must be at least 18-28 years of age and meet WIOA Title I Adult eligibility requirements to participate in the OYACPP PY 24-25 program. Participant information must be reported in CalJOBS.

*For additional information please reference page 4 of the SFP.*

1. **Do organizations applying need past experience managing or receiving WIOA funds?**

No, organizations do not need experience managing or receiving WIOA funds to be eligible for this funding opportunity. Please note that applicants, including collaborations among partners, must have demonstrated expertise in assisting opportunity young adults (OYA) and in workforce development programs.

*For additional information please reference page 5 of the SFP.*

1. **Can applicants braid local** **WIOA training funds into this project (i.e., can we co-enroll participants with the local workforce development center and utilize WIOA funding to pay for their training)? Can that count toward the match?**

Applicants are encouraged to braid funds, leverage human capital, and utilize other resources to maximize the project's success. Leveraged resources can come from a variety of sources. All leveraged funds will be subject to the reporting requirements contained in Workforce Services Directive Monthly and Quarterly Financial Reporting Requirements ([WSD19-05](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) (December 4, 2019), Workforce Services Directive Strategic Co-Enrollment – Unified Plan Partners ([WSD19-09](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) (February 12, 2020), and Title 2 Code of Federal Regulations (CFR) Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), Section 200.306 Cost sharing or leveraging.

*For additional information please reference pages 14-15 of the SFP.*

1. **In terms of allowable costs, please elaborate on the reporting/back-up that will be needed for “participant support costs”. Are there limits in the amount of that funding per person?**

The EDD recognizes that intensive training in occupational skills 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; therefore, an applicant may serve any number of participants but must provide a rationale for the cost per participant. The number of projected participants is calculated using the mid-range average cost per participant ($9,000) and the high-range average cost per participant ($15,000). The average cost per participant may vary based on geographic location, target population, service type, and intensity.

*For additional information please reference pages 48-53 of the SFP.*

1. **The SFP references word document templates for submission materials. How can applicants access these templates?**

On the second page of the SFP, page ii Proposal Package Instructions and Exhibits, each of the bulleted exhibits and attachments includes a hyperlink to download the Microsoft Word template.

1. **Will EDD facilitate connecting potential partners?**

No, applicants are responsible for establishing partnerships to achieve the goals and objectives of the program.

1. **When will the TA/Eval SFP drop for the OYACPP PY 24-25?**

The EDD anticipates the OYA ETA PY 24-25 SFP will be released on October 14, 2024. Once released, the SFP will be found on the [EDD Workforce Development Solicitations for Proposals](https://edd.ca.gov/en/jobs_and_training/wdsfp_workforce_development_solicitations_for_proposals) webpage.

1. **Are there any mandated grant expenses such as mandatory state orientation or T&TA** **conferences/workshops?**

There may be mandatory quarterly meetings, communities of practice, and other activities planned by the approved technical assistance (TA) provider.

1. **Can recipients of the first round of OYA apply to OYA 2.0?**

Yes, applicants who were awarded PY 23-24 OYACPP funding may re-apply for this PY 24-25 funding. However, the participants to be served through the PY 24-25 funding cannot be the same as those served in PY 23-24.

1. **Are legal immigrants eligible as a service population?**

Yes, opportunity young adults between ages 18-28 are eligible as a service population regardless of citizenship status if the participant can lawfully work in the United States.

1. **What is “GSU”?**

The acronym stands for Grants and Solicitation Unit (GSU).

1. **Is there a definition of the infrastructure sector?**

Infrastructure is defined as the basic physical systems of a business, region, or nation and often involves the production of public goods or production processes. Infrastructure includes transportation, communication networks, sewage, water, and school systems.

1. **Does other work experiences include internships?**

Internships and work experiences linked to careers are WIOA-allowable activities.

*For additional information, see Appendix B of the SFP Allowable Activities.*

1. **Is the definition of OYA limited to youth involved with justice system, foster system, and** **homelessness? Or would programs supporting youth of color in general qualify?**

For this SFP, the target groups include opportunity and disconnected young adults ages 18-28 facing significant employment barriers that increase the likelihood of lower earnings throughout adulthood, including being a person of color.

*For additional information please reference page 4 of the SFP.*

1. **We have a large population of these individuals in Orange County. Is this region eligible? Or do** **services have to be provided in LA County?**

Organizations located outside of the counties listed in the SFP may still be eligible for funding. Applicants should identify the target region(s) and make a case that there is a concentrated population of the targeted demographic in the target region(s).

1. **What is “DAS”?**

The acronym DAS stands for Division of Apprenticeship Standards.

1. **The SFP states that all individuals must be ages 18-28 and meet WIOA Title I Adult eligibility requirements. However, Opportunity Youth is typically defined as someone who is disconnected from school or work. Will that be a requirement in this proposal, or are in-school youth eligible too?**

All individuals must be at least 18-28 years of age and meet WIOA Title I Adult eligibility requirements to participate in the OYACPP PY 24-25 program. Projects may propose sub-target populations in their project design to include in-school young adults ages 18-28.

1. **Can we partner with agencies to provide some of the wrap-around services?**

Yes, applicants are encouraged to establish partnerships. Partnerships must facilitate the provision of a full array of wrap-around support and case management services tailored to the needs of the target population in the project area.

*For additional information please reference pages 9-11 of the SFP.*

1. **If an applicant has been assigned a Unique Entity ID by SAM.gov, do they still need to register with SAM.gov?**

SAM registration must be reviewed and updated every 12 months to keep accounts current, accurate, and complete in the SAM database. To remain eligible for funding, applicants must maintain an active registration in the SAM database. Applicants must ensure that this information is updated before applying for funding.

*For additional information please reference page 12 of the SFP.*

1. **Under this funding, are organizations allowed to pay trainees or participants or provide them stipends?**

Funds may be used to pay a participant's wages and related benefits for work experience in the public, private, for-profit, or non-profit sectors when the participant's objective assessment and individual service strategy indicate that a work experience is appropriate. Grantees may also provide stipends to participants, however, please note that financial stipends paid for by the funds received through this program will only be available to trainees participating in designated training programs to support their participation and successful outcomes. Stipends are only available during the grant term and not after the grant has ended. Projects that intend to provide stipends must have a stipend policy in place.

*For additional information please reference pages 3 & 7 of the SFP.*

1. **Please repeat the meaning of IET and CTE.**

Integrated Education and Training (IET), and Career and Technical Education (CTE)

*For additional information please reference page 10 of the SFP.*

1. **Does the applicant write/sign the commitment letter or does the funder write/sign the commitment letter?**

Regardless of the source, all leveraged funds must be documented in a commitment agreement letter supplied by the funding agency. If the lead applicant is providing contributions, the applicant organization must provide a letter that conforms to the stated guidelines.

1. **Does “leverage” mean “match” or “cost-sharing”?**

The grant has no match requirement; however, applicants must demonstrate the ability to leverage at least 20 percent of their budget with funds or services from other sources. Leveraged funds are a contribution of funds made available to the subrecipient to be explicitly used for project activities. They must be consistent with the allowable activities of the fund source. The definition of "in-kind resources" is a contribution of non-cash resources explicitly used for project activities.

1. **Does getting projects started in January 2025 include a ramp-up period?**

Projects will start upon subgrant execution, your workplan should account for any start-up period.

40. **Are organizations with fiscal sponsorship eligible to apply?**

Yes, organizations with fiscal sponsorships are eligible to apply for this OYACPP PY 24-25 SFP.

41. **Are LEAs eligible to apply?**

Local Educational Agencies are eligible to apply if the organization is not a for-profit business.

*For additional information, please reference page 5 of the SFP.*

42. **Can an applicant apply for less if they can’t spend $1.5 million in 24 months?**

Applicants can apply for a minimum of $1.5 million. Any funds not expended during the grant agreement period shall be returned to the state.

43. **Do eligible organizations include nonprofit private institutions for higher education?**

Eligible applicants are non-profit organizations, labor unions, public agencies (local governments), tribal governments, community colleges, local workforce boards, and education and training providers. Applicants, including collaborations among partners, must have demonstrated expertise in assisting OYAs and in workforce development programs. For-profit businesses and individuals are not eligible for this grant opportunity.

44. **Can a for-profit organization serve as a partner under the grant if a nonprofit is the applicant? Can a for-profit business also be used as a contracted vendor and/or subrecipient?**

While for-profit businesses may not apply for this funding opportunity as the lead applicant, they may be utilized as a partner, contractor, or subrecipient.

*Please refer to Workforce Services Directive* ([WSD18-06](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) *Subrecipient and Contractor Distinctions*.

45. **Is the application with instructions on the EDD Website?**

Yes, the OYACPP PY 24-25 SFP is available on the [EDD Workforce Development Solicitations for Proposals](https://edd.ca.gov/en/jobs_and_training/wdsfp_workforce_development_solicitations_for_proposals) webpage. Application materials are available to download from the SFP.

46. **Is this SFP looking for 20% matching from any source or from youth-related funding only? For example, if an applicant applies for $1.5 million for 3 years, would they need $100k matching per year for a total of $300k?**

Applicants must demonstrate the ability to leverage at least 20 percent of their budget with funds or services from other sources. The leverage needed for funds is based on the total grant funding requested. Leveraged resources can come from a variety of sources.

47. **Many urban areas are identified as possible locations to be awarded. As a small and rural workforce board, would less points be awarded, or would the application be considered?**

Organizations located outside of the counties listed in the SFP may still be eligible for funding. Applicants should identify the target region(s) and make a case that there is a concentrated population of the targeted demographic in the target region(s).

48. **Does the budget narrative count toward the 15-page limit?**

The Cover/Signature Page, Executive Summary, required exhibits, mandatory partnership agreement letters, match commitment letters, and optional letters of support are not included in the 15-page limit, which applies only to the Project Narrative (Exhibit A).

49. **What are the restrictions in regard to supportive services?**

The Opportunity Young Adult Career Pathway Program must provide participants with innovative wrap-around support and case management. Trauma-informed wrap-around support and case management services must be tailored to each participant's cultural, personal, educational, and professional needs. Supportive services can include but are not limited to childcare, mental health, health, financial literacy transportation, and other services to support individual needs.

50. **Is it possible for an applicant to make a compelling case for the IT industry, which is needed for manufacturing, health care, etc.?**

Applicants should target sectors with quality jobs with strong projected demand and career advancement opportunities, such as Public, Agriculture, Infrastructure, Manufacturing, and Health. Applicants can target other sectors, such as IT, and must make a case for considering those sectors.

51. **Can an applicant partner with more than one lead organization?**

Yes, an organization can partner with more than one lead organization.

52. **What are the performance outcomes metrics as well as rates and enrollment numbers required? Is** **there a per-participant cost?**

The applicant is encouraged to meet or exceed the state-negotiated performance goals in delivering on the measurable employment and quality job outcomes. To meet the primary goals of the OYACPP and to improve OYA employment outcomes, grantees will need to set performance goals for the following outcomes: Total participants to be served, number to be enrolled in certified training and WBL, total participants exited, employment rate 2nd & 4th quarter after exit, credential attainment within 4 quarters after exit, median earnings 2nd quarter after exit, number of participants who receive benefits through employment, number of participants who transition into the next job at a higher wage than the previous job or hourly wages that meet or exceed the MIT living wage standard for local regions, number of participants who transitioned to higher education or enrolled in credential programs, and the number of participants who achieved credential attainment during the grant period. The average cost per participant may vary based on geographic location, target population, service type, and intensity.

53. **Will this grant be offered on a yearly/quarterly basis?**

At this time, the EDD is not able to confirm whether any additional rounds of OYACPP funding will be available. Please continue to monitor the EDD website for future funding opportunities.

54. **Are applicants required to select jobs that require a credential? Attainment of credentials is a required performance goal, correct?**

Competitive projects should focus on the unique needs of the OYA to achieve program outcomes. Program design can incorporate cohort-based training, apprenticeships, occupational skills training, and much more. The applicant is encouraged to meet or exceed the state-negotiated performance goals in delivering on the measurable employment and quality job outcomes outlined in the SFP. Applicants should tailor performance goals to the project needs and regional objectives. The project narrative explanation of performance goals must reflect a data-driven local/regional economic analysis that supports the proposed project performance goals concerning service delivery, target populations, and skill attainment.

*For additional information, see Section III of the SFP, Application and Program Requirements.*

55. **Is a Franchise Tax Board letter of nonprofit status required?**

The applicant is not required to submit a letter of nonprofit status from the Franchise Tax Board.

56. **If an organization is registered with SAM, but a role has not been assigned yet and is still pending, is there any further action required?**

It is the applicant’s responsibility to have all information up to date and accessible through the SAM before applying.

57. **In the SFP, a TA grant opportunity is referenced. Is that for last year’s TA opportunity or will there be a new TA grant opportunity to support OYACPP PY 24-25?**

In the SFP, in the “Availability” section, it is noted that $1.7 million will be set aside to fund the Opportunity Young Adult Career Pathway Evaluation and Technical Assistance SFP, which is in reference to Program Year 2024-25.

58. **Are footnotes allowed and must they also be in 12-point font?**

Yes, footnotes are allowed. However, they must be in 12-point font.

59. **Is foster care a mandatory requirement for the OYA’s served?**

For this SFP, the target groups include opportunity and disconnected young adults ages 18-28 facing significant employment barriers that increase the likelihood of lower earnings throughout adulthood including, but not limited to, being Black or a person of color, being female, holding a service sector job, persistent unemployment, being a teen parent, work-limiting health conditions or having a disability, history of incarceration, low parental earnings and wealth, and lack of a high school diploma or GED.

60. **Can the project narrative be single-spaced?**

Yes, the project narrative can be single-spaced.

61. **To confirm, are partnerships a requirement of this grant? Is there a recommended number of partners?**

This funding does not require mandatory partnership; successful applicants are strongly encouraged to establish partnerships. The number of partners will vary depending on the proposed project.

*For additional information on a list of collaborative partnerships, see Section III, Collaboration and Strategic Partnerships.*

62. **What would the budget summary look like for organizations that are applying together? Are** **separate sheets required?**

Applicants are required to submit only one Exhibit F, F2, and G (if applicable) per submission.

*For additional information on completing the budget exhibits, see Appendix A of the SFP, Proposal Package Instructions.*

63. **Is the admin cost cap of 10% referring to indirect costs?**

Administrative and indirect costs are not the same. The 10 percent cap applies to all administrative costs, whether direct or indirect. The 10 percent cap does not apply to any portion of indirect costs that are programmatic costs. An indirect cost rate of more than 10 percent can be charged as long as the dollar amount of the administrative portion of indirect costs plus any direct administrative costs remains under 10 percent. Please note that indirect cost rates are not calculated as a percentage of the total award but rather as a percentage of the base identified in your Negotiated Indirect Cost Rate Agreement (NICRA) or Cost Allocation Plan (CAP) or for those claiming the 10 percent de minimis rate, as a percentage of Modified Total Direct Costs (MTDC) as defined in 2 CFR 200.68.

64. **Is the full amount of the grant to be used in 1 year?**

The full amount of the grant is to be used during the grant performance period of 18-24 months. Any funds not expended during the grant agreement period shall be returned to the state.

65. **Would an allocation for phone service go in Exhibit G?**

If the allocation is for buying phones that cost over $5,000., yes. If it’s to pay for a monthly communications bill, no.

66. **Does sub-recipient include fiscal sponsor?**

A Subrecipient means an entity that receives a subaward from a pass-through entity to carry out part of a federal award. The term subrecipient does not include a beneficiary or participant.

67. **Can letters of support also be submitted?**

Letters of support are welcome to be submitted as non-required additional documents. However, a letter of support cannot take the place of commitment or partnership letters where required.

68. **Is there a maximum page length to the project work plan?**

No, there is no maximum page length for the project work plan. The Cover/Signature Page, Executive Summary, required exhibits, mandatory partnership agreement letters, match commitment letters, and optional letters of support are not included in the 15-page limit of the Project Narrative (Exhibit A).

69 **What is the start date of the Project Work Plan Q1?**

The EDD anticipates projects to begin January 2025.

70. **Is a subrecipient the same as a stipend recipient?**

Subrecipient refers to an organization that is receiving funds from the awardee to provide services during the program performance period. Stipends refer to funds that participants receive in order to incentivize participation and completion of the program.

71. **Under what category do applicants list public agencies that are not workforce partners or employers?**

List the partner under the appropriate organization heading.

72. **Are partners required to contribute cash or in-kind contributions?**

The partners are not required by the EDD to provide cash or in-kind contributions to participate in the applicant’s program. Organizations may receive contributions outside of the partnered organizations as applicable.

73. **How should the “Responsible Partners” column for activities be completed by internal staff? Should the internal staff responsible be listed, or should the column be left blank?**

They wouldn’t be considered a partner, but rather a staff member.

74. **What is the difference between a commitment and a partnership agreement letter?**

A commitment letter is required when an applicant cites a financial or in-kind contribution that will make up the leveraged funds requirement. A partnership agreement letter is required when an applicant details the services an outside organization will be providing for the applicant’s program. If an organization is providing both funding and services to the applicant, then both letters are required.

75. **Is it a requirement to have at least one partner for each partner type?**

No, this is not a requirement.

76. **Will there be a round 3 next year?**

At this time, the EDD is not able to confirm whether any additional rounds of OYACPP funding will be available. Please continue to monitor the EDD website for future funding opportunities.

77. **Must commitment letters show that the funding is specifically allocated to the proposed project or might an award letter for general operations suffice?**

Commitment letters must detail the specific dollar amount that will be pledged to the program and must match the amounts listed on the cover page and budget documents to be accepted. The funds must be allocated for the program and not for general operations.

78. **For performance goal #3 “Number enrolled scheduled for completion of credentials” – is that the number of services provided (i.e. Occupational Skills Training) that leads to a credential? Please clearly define the intended services as done with the WBL on page 2 of Exhibit K.**

When completing Exhibit K in the Total Participants box for “Number enrolled scheduled for completion of credentials” this should include all participants who have been enrolled in a training service.

*For additional information please reference* ([WSD23-03](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives))*, Performance Guidance.*

79. **How is an in-kind match measured? Will there be a time and effort form required during quarterly** **reporting?**

“In-kind contribution” is a contribution of non-cash resources explicitly used for project activities. This type of contribution includes, but is not limited to, donated personnel or staff, services, and use of equipment or space.

No, organizations are not required to submit a time and effort tracker/excel form. However, all recipients are responsible for ensuring all expenditure reports are accurate and submitted on time. Subrecipients are required to submit monthly and quarterly expenditure reports on a cumulative basis following the accrual basis of accounting in CalJOBS which includes a line item for in-kind match.

*For additional information, please reference page 43 of the SFP.*

80. **What is the award duration once an organization receives the award?**

The period of performance is 18 to 24 months.

81. **What do applicants do if their documents are too large to email?**

Applicants are encouraged to create a compressed or “ZIP” file of all the necessary application requirements so that larger documents can be emailed. For instructions on how to create a ZIP file, search for your operating system (Windows, MAC OS, Linux etc.) specific instructions online.

82. **What should be included in the subject line of the email transmitting the proposal?**

The subject line of the application submission email should include: [Applicant’s Three Digit Initialism] OYACPP PY 24-25 Proposal. Example: “Subject: ABC OYACPP PY 24-25 Proposal”

83 **For performance goal #4 “Total Participants Exited,” is this the number of participants that are planned to be exited prior to the grant end date? Are the performance goals #5-8 then based on the planned exiters and not the total enrollment goal?**

Refer to EDD’s Workforce Services Directive Performance Guidance ([WSD23-03](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)). The directive will provide definitions related to participant and exit.

84. **Do applicants have to have 20% of the funds requested? Or is it taken out of the grant funds?**

Applicants must demonstrate the ability to leverage at least 20 percent of their budget with funds or services from other sources. Leveraged resources can come from a variety of sources.

85. **Is a California County Office of Education eligible to apply?**

Organizations that can apply for this grant opportunity are non-profit organizations, labor unions, public agencies (local governments), tribal governments, community colleges, local workforce boards, and education and training providers. Applicants, including collaborations among partners, must have demonstrated expertise in assisting OYA and in workforce development programs. For-profit businesses and individuals are not eligible for this grant opportunity. *Refer to section I. Overview, of the SFP.*

86. **What does reimbursement through CalJOBS mean?**

Grantees must submit expenditures in CalJOBS to receive reimbursements for costs associated with the program.

*For additional information, please reference the Workforce Services Directive* [*CalJOBS Cash Request* (WSD16-17](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) *on the CalJOBS cash draw process.*

87. **With the leveraged amount, does that have to be shown via bank statements? Also, is it required to be used with this grant type, or is leveraging staff, time, resources etc. instead of money allowed as well?**

Applicants must demonstrate the ability to leverage at least 20 percent of their budget with funds or services from other sources. Applicants must provide a letter to verify the dollar amount and sources of contributions from each entity pledging cash or in-kind resources to the project. The letters should clearly define the contribution parameters and include the exact cash amount or an estimate of the in-kind dollar amount of the contribution. The definition of “in-kind resources” is a contribution of non-cash resources explicitly used for project activities. Examples include but are not limited to donated personnel, services, and use of equipment or space

88. **Is this grant award to be dispersed over the two-year period between Jan. 2025-Dec. 2026? Can organizations reapply to continue the program?**

Yes, the grant award is intended to be dispersed over the period of performance. All program costs and project goals should be listed for the entirety of the project. The EDD is unable to confirm whether future rounds of funding will be available for the OYACPP program. Current OYACPP grantees may apply as long as the projects proposed in the PY 24-25 serve different participants than those served in their PY 23-24 project.

89. **What are the WIOA requirements?**

Information about WIOA requirements can be found on the [U.S. Department of Labor Workforce Innovation and Opportunity Act](https://www.dol.gov/agencies/eta/wioa/) webpage.

90. **For the logic model, since there is a page limit, can the instructions be deleted? How will the three** **pages be counted?**

To adhere to the 3-page limit, applicants may remove the instructions in the Logic Model Word template. For scoring and reviewing purposes, all content should remain in the order provided in the template.

91. **How long does reimbursement take on average and is it possible to request a lump-sum payment at the start of the grant?**

Reimbursements or “Cash requests” must be submitted by 2:00 p.m. for same day processing (the Earliest Processing Date). If the cash request is not completed by 2:00 p.m., the request will be processed the following business day. The Earliest Delivery Date is 2 business days after the Earliest Processing Date. An Alternate Delivery Date can be selected if the cash needs to be delivered on another date, but the Alternate Delivery Date cannot be prior to the Earliest Delivery Date (2 business days). Advanced payment of any kind is not available for this grant opportunity.

*For additional information, please reference the Workforce Services Directive* [*CalJOBS Cash Request* (WSD16-17](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) *on the CalJOBS cash draw process.*

92 **Can the 18–28-year-old population be undocumented?**

Many services provided through WIOA programs may be delivered without proof of the participant’s work authorization. Refer to EDD’s Workforce Services Directive ([WSD24-04](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) WIOA Title I Eligibility Technical Assistance Guide for further guidance.

93. **How do applicants register for CalJOBS?**

Applicants can sign up for CalJOBS using the [CalJOBS link](https://www.caljobs.ca.gov/vosnet/Default.aspx) on page 58 of the SFP. The state will provide training on how to use the CalJOBS reporting system.

94. **Measurable skills gain is not listed on any performance goals/requirements. Will this be a requirement of the grant to enter into CalJOBS?**

Yes, it is.

95. **Do individuals have to be enrolled in a WIOA Title 1 Adult Program? Please clarify as to the need of this requirement.**

All individuals must be at least 18-28 years of age and meet WIOA Title I Adult eligibility requirements to participate.

96. **Can more than one branch of an organization apply?**

Only one application will be accepted from each organization.

97. **Will a list of attendees be published?**

A list of the Informational Webinar attendees will not be published.

98. **For clarification, the WIOA Title I states that youth ages 14-24 are eligible for services. Could a** **program serve a target population of 14-22 and be eligible to apply for this grant?**

All individuals must be at least 18-28 and meet WIOA Title I Adult eligibility requirements to participate in the OYACPP PY 24-25 program.