

**Employment Social Enterprise Solicitation for Proposals Program Year 2024-25**

**Questions and Answers**

1. Can current ESE PY 22-23 recipients apply for PY 24-25 grant funds?

ESE PY 22-23 grant recipients can apply for FAP PY 24-25 funds.

# For leveraged resources, could staff wages count?

Yes, program staff wages count as a leveraged resource*.*

# The SFP aims "to design, develop, and implement programs." Does this mean funds cannot be used to support existing programs?

The ESE PY 24-25 grants will focus on promoting job training opportunities and transitional employment through **new and existing** social enterprise initiatives. The ESE PY 24-25 SFP invites proposals that expand on existing ESE programs or collaborate with the state's successful ESE initiatives*.*

# Would an ESE that contracts with cities to provide services, including housing for the unhoused, safety monitors, and cleaning services, qualify under services?

Yes, the ESE PY 24-25 SFP seeks innovative projects that effectively provide participants jobs, support services, and on-the-job training while generating revenue through the sale of products or services. Comprehensive support services may include wraparound support such as housing assistance, childcare access, mental health services, and job coaching*.*

# Regarding eligible applicants, can a lead applicant who is not an Employment Social Enterprise (ESE) apply with subrecipients that are ESEs? If so, is a 501c6 that funds vocational training through various grants eligible to be a lead applicant?

Yes, the ESE PY 24-25 SFP invites proposals that expand on existing ESE programs or collaborate with the state's successful ESE initiatives to provide job readiness training, vocational skills development, employment opportunities, and support for maintaining employment.

*For additional information, reference Section 1. A-B., pages 1-3 of the SFP.*

1. **Is a 501c3 nonprofit corporation eligible to submit an ESE PY 24-25 SFP grant application if they plan to develop/launch a new social enterprise?**

This funding is not for directly assisting organizations for business purposes. This grant program seeks new or existing ESEs with innovative projects that increase access to employment and retention of stable jobs for the target populations. Applicants are strongly encouraged to collaborate with other ESEs, public WSDs, human service partners, and CBOs to support participants in completing education and training programs and provide case management, wraparound, supportive, and follow-up services.

*For additional information, refer to Section I: Overview C. Eligibility.*

1. **Are nonprofits operating by themselves (not within a larger organization) eligible to apply for this grant opportunity?**

Yes, a nonprofit organized as a social purpose corporation, a benefit corporation, **or** a distinct entity incorporated within a larger organization is eligible to apply for the grant opportunity.

*For additional information, please refer to Section I: Overview B. Purpose and E. Eligibility.*

1. Can **this grant fund on-the-job training wages paid to participants?**

Funds may be used to pay a participant's wages and related benefits for work experience in the public, private, for-profit, or nonprofit 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.

1. **Can this grant fund need related payments (or stipends) paid to participants while they are in the training portion of the program?**

Funds may be used to pay a participant's wages and related benefits for work experience in the public, private, for-profit, or nonprofit 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, reference the* [*Workforce Services Directive 23-08 Stipends and Incentive Payments*](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd23-08.pdf)*.*

1. **Can this grant fund transportation support through bus passes or gas cards provided to participants?**

Yes. However, recipients of funds from the state are required to have a policy in place before the provision of stipends or incentive payments within a federal or state-funded

program.

*For additional information, reference the* [*Workforce Services Directive 23-08 Stipends and Incentive Payments*](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd23-08.pdf)*.*

1. **Can this grant fund the cost of the industry job training portion of our program, which includes classroom-setting learning and hands-on learning?**

Yes, industry job training linked to careers is a WIOA-allowable activities.

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

1. **Can an organization with proposed funding under the SEED (Social Entrepreneurs for Economic Development) 2.5 Grant be eligible to count toward the 20 percent leverage requirement for the ESE program?**

Leveraged resources can come from various sources.  All leveraged funds will be subject to the reporting requirements contained in Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (December 4, 2019) ([WSD19-05](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) 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](https://www.ecfr.gov/cgi-bin/text-idx?SID=daf3e637185a2e94363243de8662115f&mc=true&node=se2.1.200_1306&rgn=div8) Cost sharing or leveraging*.*

1. **Can the value of volunteer personnel services and paid staff services be included as part of the leverage contribution for cost-sharing?**

Leveraged contributions can come from a variety of sources. 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*.*

1. **Can an organization managing projects funded by a county, city, or beyond have deliverables and associated expenditures from these projects utilized to meet the 20 percent leveraged amount obligation for the ESE Program?**

Leveraged resources can come from various sources.  All leveraged funds will be subject to the reporting requirements contained in Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (December 4, 2019) ([WSD19-05](https://edd.ca.gov/en/Jobs_and_Training/Active_Directives)) 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](https://www.ecfr.gov/cgi-bin/text-idx?SID=daf3e637185a2e94363243de8662115f&mc=true&node=se2.1.200_1306&rgn=div8) Cost sharing or leveraging*.*

1. **Can a fiscally sponsored community-based organization (CBO) be eligible to apply for this opportunity?**

Yes, a nonprofit or CBO organized as a social purpose corporation, a benefit corporation, or a distinct entity incorporated within a larger organization is eligible to apply for the grant opportunity.

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

1. **Is this funding only available to ESE PY 22-23 awardees?**

No, this grant program seeks new or existing ESEs with innovative projects that increase access to employment and retention of stable jobs for the target populations, including the ESE PY 22-23 awardees*.*

1. **Would a project that will serve 65 participants be large enough for consideration?**

Any size, large or small, will be considered.

1. **How much information would the projects need to provide about the participants? Would the project have to deliver anything that verifies documentation status?**

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) WIOA Title I Eligibility Technical Assistance Guide for further guidance and WSD18-03 Pathway to Services, Referral, and Enrollment.*

1. **Are nonprofits operating by themselves (not within a larger organization) eligible to apply for this grant opportunity?**

ESE or ESE providers collaborating with nonprofit organizations, public workforce development agencies, human service agencies, and community-based organizations are eligible applicants for the ESE PY 24-25 grant.

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

1. **What section should a Bibliography be included in? Is it directly after the narrative?**

The bibliography of referenced published books and other writings in, for example, Exhibit A: Project Narrative, can be noted within the body of the provided text or as a footnote; either would be acceptable.

1. **How long does the job training program need to be?**

The performance period for projects funded under this SFP will range between 18 to 24 months, with an anticipated start date of May 2025 and an end date no later than March 31, 2027. This period of performance includes all necessary implementation and start-up activities.

1. **Can an organization headquartered outside California, with sites in California, be awarded the grant and carry out programmatic activities in California?**

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

1. **Where can I find a list of ESEs who might be potential partners in our area?**

There is no list to provide; applicants are responsible for establishing partnerships to achieve the goals and objectives of the program.

1. **Would proposed funding from another grant be eligible to count toward the 20% cost-sharing requirement for the ESE Program?**

Leveraged resources can come from a variety of sources. 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 contribution amount.

1. **Will the Southern California Disaster Fire relief jeopardize the funding availability?**

No, but please note: In response to the devastating wildfires impacting Southern California, the EDD is extending the deadline to submit proposals for this funding opportunity. The new deadline to submit proposals is February 28, 2025, by 3 p.m. PST. In addition, the new deadline to submit a notice of intent to apply is February 4, 2025, by noon PST. An SFP amendment is underway, so please monitor the EDD Website for any additional updates.

1. **Will CalJOBSSM be used to track performance?**

Yes, during the performance period, subrecipients will be monitored and/or audited by the state, following existing policies, procedures, and EDD guidance to clarify requirements governing the use of WIOA funds. Therefore, all subrecipients must have access to the CalJOBS website to report expenditures, participant information, and outcome data to the state promptly and accurately*.*

1. **Can general community 501c3 nonprofits apply?**

Yes, a nonprofit or CBO organized as a social purpose corporation, a benefit corporation, or a distinct entity incorporated within a larger organization is eligible to apply for the grant opportunity.

*For additional information, please refer to Section I: Overview B. Purpose and E. Eligibility*.

1. **Is the "social purpose corporation, benefit corporation, or distinct entity" specific legal structure?**

A social purpose corporation (SPC) is a type of for-profit corporation in some U.S. states that enables but does not require considering social or environmental issues in decision-making. SPCs are like benefit corporations (B corporations) and flexible purpose corporations (FPCs). Refer to Section I: Overview C. Eligibility for more information and the definition of Eligible Applicants. See CA SB-1301 Corporate Flexibility Act of 2011: Social Purpose Corporation Act.

1. **Will any deadlines be extended for applicants affected by the LA wildfires?**

In response to the devastating wildfires impacting Southern California, the EDD is extending the deadline to submit proposals for this funding opportunity. The new deadline to submit proposals is February 28, 2025, by 3 p.m. PST. In addition, the new deadline to submit a notice of intent to apply is February 4, 2025, by noon PST. An SFP amendment is underway, so please monitor the EDD Website for any additional updates.

1. **Do the jobs have to be outside the ESEs, or could they be career-track jobs within the ESE?**

The jobs can either be provided outside the ESE and/or be a career-track job or both.

1. **Does an applicant need to prove documentation status in any way or provide personal information such as SSN or card, State ID/Driver's license, or a background check about participants?**

Participants must be at least 18 years old. They must meet all eligibility requirements outlined in the *Workforce Innovation and Opportunity Act* (WIOA) Title I – Adult Program to participate in the ESE PY 24-25 program*. Please review the* [*CalJOBS Participant Reporting directive*](chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https:/edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd20-10.pdf) *for guidance on participant reporting requirements and WSD24-04 WIOA Title I Eligibility Technical Assistance Guide.*

1. **Is there a minimum number of years of experience for applicants?**

No, there is no minimum number of years of experience for applicants.

1. **Is a nonprofit also a social enterprise eligible if they do not offer paying jobs but job training, placement, and case management?**

Eligible applicants include ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or CBOs.

*For additional information, refer to Section* *I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

1. **Can we focus on just one or two of the workforce and supportive service interventions, such as transitional employment and/or support services, or must we provide all five interventions?**

Potential applicants do not have to provide all five interventions.

1. **Are partners' sub-contractors also required to leverage 20 percent?**

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 contributions of funds made available to the subrecipient to be explicitly used for project activities. They must be consistent with the fund source's allowable activities. The definition of "in-kind resources" is a contribution of non-cash resources explicitly used for project activities.

1. **What does 20% leveraged resources mean?**

Leverage is not defined in regulation or any related administrative requirements. For EDD-funded programs, the term means all resources the recipient uses to support grant activity and outcomes, regardless of whether those resources meet the standards required for match. Leveraged resources can include non-cash or third-party in-kind contributions to share in infrastructure costs. The definition of "in-kind resources" is a contribution of non-cash resources explicitly used for project activities. Leveraged resources can come from various sources.

40. **Will the awards be determined and the applications assessed based on the number of trainees, geographic reach, or the organization's size?**

Teams of reviewers will score and rank proposals based on the criteria outlined in the SFP; for those organizations that have participated in past grant programs administered by the EDD's Workforce Services Branch (WSB), past and present performance will be considered when making funding decisions. Only proposals that score in the top tier, are deemed meritorious, and are in the state's best interest will be recommended for funding.

41. **Will smaller ESEs have the possibility of getting funding?**

ESE organizations that meet the eligibility criteria will have the opportunity to apply for funding.

42. **Would a large for-profit employer whose primary purpose is not social benefit but who has the initiative to serve one of the target populations be considered an ESE?**

No, eligible applicants must be ESEs or ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or CBOs.

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

43. **Is it possible to see who was funded in this program previously?**

The award list for the ESE PY 2022-23 is available on the [Workforce Development Solicitations for Proposals webpage](https://edd.ca.gov/en/jobs_and_training/wdsfp_workforce_development_solicitations_for_proposals).

44. **Can corporations apply?**

Yes, if the corporation is a social purpose corporation, a benefit corporation, or a distinct entity incorporated within a larger organization, are eligible to apply for the grant opportunity.

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

45. **What information must be in the notice of intent to apply?**

In the email's Subject line, please include: "ESE PY 24-25 Notice of Intent". In the body of the email, please include: "This is to inform the EDD that [Name of your organization] intends to apply for the ESE PY 24-25 grant". Also include the organization's designated contact person's name, email address, and telephone number.

**Please note:** **In response to the devastating wildfires impacting Southern California, the EDD is extending the deadline to submit a notice of intent to apply to February 4, 2025, by noon PST. An SFP amendment is underway, so please monitor the** [**EDD Website**](https://edd.ca.gov/en/jobs_and_training/wdsfp_workforce_development_solicitations_for_proposals) **for any additional updates.**

46. **Can one organization submit two proposals for two different projects?**

Only one proposal will be accepted from each applicant. However, an applicant may be a partner in another application.

47. **Can you apply if another nonprofit fiscally sponsors you?**

Yes, eligible applicants must be ESEs or ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or a CBO.

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

48. **How do we determine if it's 18 months or 24 months for budget purposes?**

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

49. **Is a Letter of Intent required, and if so, by when?**

Submission of a Notice of Intent is not a requirement but is strongly recommended. All Notices of Intent to apply are due by February 4, 2025, at noon PST. Please send your Notice of Intent to [WSBSFP3@edd.ca.gov](mailto:WSBSFP3@edd.ca.gov).

50. **Is the applicant also the fiscal agent?**

Yes, eligible applicants are the fiscal agents. They must be ESEs or ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or a CBO.

51. **Does a pre-existing licensed business nonprofit need to have state certification as a social enterprise?**

The Employment Social Enterprise (ESE) grant opportunity requires no formal certification or designation.

52. **Based on the cost-of-living calculator for San Francisco, do our employees need to make $28.74 an hour to qualify?**

Employees do not need a qualified wage to participate in the grant program. However, competitive projects will focus on developing skills through ESE programs that lead to good jobs paying at least a living wage, as defined by the Massachusetts Institute of Technology (MIT) living wage standard for local regions as part of their project objectives and goals.

53. **What does being an ESE who partners with a Workforce Development Board mean?**

Applicants should collaborate with the organization(s) offering SE programs in the service region(s) and establish connections with workforce development system partners.

54. **Should partners attend the meetings, or must one be on the Board?**

The applicant will need to establish partner agreements.

55. **Is an official letter of support from a local Workforce Board required?**

Applicants must submit partnership agreement letters from any proposed partners, including a local workforce board. Any partner providing the whole or part of the leveraged resources to the program must also provide a commitment letter stating the amount of the in-kind contribution being leveraged for the project. If the applicant is one of the partners and/or provides required leveraged resources, they must provide their letter to document the commitment.

*Refer to Appendix A of the SFP for more information on submitting partnership agreements and commitment letters.*

56. **Can we apply for this grant as a community nonprofit that partners with local businesses and community organizations?**

Yes, if the nonprofit is an ESE or an ESE organization that collaborates with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or community-based organizations (CBO).

57. **Regarding the SAM registration, do all partners need to be registered or only the lead organization?**

Only the lead applicant's organization must be registered in SAMs.

58. **Does the eligible applicant need to sell the goods it produces or assembles as part of the definition of the ESE's business model?**

The ESE applicant must produce or assemble goods, provide services, or combine both.

*For more information, refer to Section I: E. Eligibility of the SFP.*

59. **Are there any ideal or suggested benchmarks for cost per participant or number of people served by the grant?**

To ensure equitable distribution of grant funds and maximize the program's impact, an organization must provide a rationale for the cost per participant, as it may vary based on geographic location, target population, service type, and intensity.

60. **What is the difference between an ESE and an ESE provider?**

There is no difference between an ESE and an ESE provider.

61. **How many participants should an organization 'a program serve to be competitive?**

It depends; applicants should tailor performance goals such as the number of participants to serve the project needs and employ the ESE participants accordingly. The project's performance goals must reflect a data-driven local/regional economic analysis that supports the proposed project performance outcomes goals.

*Refer to Appendix A, State Negotiated Performance Goals PY 24 and 25 (WSIN23-54), and Local Area Negotiated Performance Goals PY 24 and 25 (WSIN21-14) (October 31, 2024) for more information about performance goals.*

62. **Will this webinar video be accessible after this live Zoom?**

The informational webinar on January 14, 2025, was not recorded, and the slide deck will not be distributed for external use; however, a presentation summary was emailed directly to all registered attendees*.*

*A copy of the summary document can be requested by emailing* [*WSBSFP3@edd.ca.gov*](mailto:WSBSFP3@edd.ca.gov)*.*

63. **Are there specific areas of the state that will be more heavily weighted?**

No. Applicants may choose to serve population(s) based on the service area's needs, including but not limited to the individual with a barrier to employment listed and defined on pages 3-4 of the SFP.

64. **How does an organization that receives funding register for a CalJOBSSM?**

All subrecipients must have access to the CalJOBS website to report expenditures, participant information, and outcome data to the state promptly and accurately; therefore, the state will provide training on registering and using the CalJOBS reporting system.

*Refer to Appendix F: CalJOBS Workstation and Software Requirements for more details.*

65. **Can the leveraged amount be in staffing salaries or building resources? Or does it have to be a physical cash amount?**

Applicants must demonstrate the ability to leverage at least 20 percent of their budget with funds or services from other sources, including staff salaries and other resources. Leveraged funds are contributions 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.

66. **Can you explain CalJOBSSM initialism?**

If an organization has received grant awards from the EDD in the past and is registered in CalJOBSSM, it would have been assigned a three-digit initialism or CalJOBS code.

67. **Are organizations nestled within local governments ineligible for this funding? i.e., comprehensive AJCC's?**

Public workforce development agencies, human service agencies, public and private nonprofit organizations, or a CBO are ineligible to apply. Individuals are not eligible to apply.

68. **Is there some certification that an ESE needs to apply? Is a 501c3 that operates a business that provides job training, support services, and wages eligible to apply?**

There is no certification or qualification process; an organization must meet the eligibility requirement outlined in the SFP and apply with all the required documents.

69. **Would a veteran services organization be competitive without a partnership with Title III Wagner-Peyser Local EDD Jobs for Veterans State Grant staff, or would that be scored?**

Applicants serving veterans are encouraged to partner with a Title III Wagner-Peyser Local EDD Job for Veterans State Grant staff, but it is not required. The more partnerships and leverage resources an applicant has in a project will provide for a more competitive and higher-scoring application.

*For more information, refer to Appendix A: Exhibit A – Project Narrative (ExA) for scoring the project narrative.*

70. **Will there be something in writing that states the correct page limit for the executive summary document is three pages and not 1-page as currently written on the executive summary exhibit?**

As noted in the SFP, the Executive Summary is limited to three pages.

71. **Can you provide specific examples of innovative approaches or best practices successfully implemented in past Employment Social Enterprise projects and how they align with the evaluation criteria for the PY 24-25 program?**

The SFP outlines examples of the workforce and supportive service interventions successfully piloted in round one of the ESE PY 22-23 program collaborations that meet the requirements criteria for the PY 24-25 and will be evaluated accordingly.

*For more information, refer to Appendix A: Exhibit A – Project Narrative (ExA), which contains the scoring criteria.*

72. **Do we keep the boxes for our narrative? Should we include text within a defined box under each heading?**

The narrative must be organized by the headings indicated in bold and address the bulleted prompts that are provided as guidance to creating the narrative. The text and bullet prompts in the boxes under each section and subsection may be deleted to make more space for the narrative.

73. **What resources can an applicant search regarding this program?**

The reference footnotes, the Workforce Directives links, and the appendices are provided in the SFP.

74. **For budget, is this past or projected?**

Projected cost for the entire project's period of performance.

75. **If an organization has a Negotiated Indirect Cost Rate, are the administrative costs still limited at 10%?**

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 if 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.

76. **Is this a year-over-year budget, a multiyear request for $500,000 for two years, or must all funds be spent in 2025?**

The request for funds is for the entire grant period of performance (POP), which is anticipated to be 18-24 months. Funds awarded must be expended within that established POP and not exceed 24 months.

77. **Does the applicant choose their performance period from 18 to 24 months but not past May 2027?**

The performance period for projects funded under this SFP will range between 18 to 24 months, with an anticipated start date of May 2025 and an end date no later than March 31, 2027. This period of performance includes all necessary implementation and start-up activities. Grant funds will not be available for more than 24 months, and no obligation of funds will be allowed before or after the grant period of performance. Any funds not expended for budgeted grant activities during the grant agreement shall be reverted to the state.

78. **Where can I find the document 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.

79. **The calculator has different wages for different family structures (single, no kids, married, no kids, single kids, etc.); exactly which wage in that table is the wage target applicants need to hit?**

Competitive projects will focus on developing skills through ESE programs that lead to good jobs paying at least a living wage, as defined by the Massachusetts Institute of Technology (MIT) living wage standard for local regions, so it will not depend on the wage table used.

80. **Does CA EDD define administrative and indirect costs as the same or different?**

Administrative and indirect costs are not the same. The 10 percent administrative cap applies to all administrative expenses, whether direct or indirect. The 10 percent cap does not apply to any portion of indirect costs that are programmatic costs.

81. **If an applicant has a federally negotiated indirect cost rate higher than 10%, can we apply our federally negotiated indirect cost rate if administrative costs associated with staff time do not exceed 10 percent?**

An indirect cost rate of more than 10 percent can be charged if 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.

82. **If an organization runs two ESEs, can they submit two separate applications for each business?**

No, only one application is accepted per organization; however, that organization could submit one proposal that includes project plans for services from both ESE businesses.

83. **If Exhibit G does not apply to the application, does it need to be submitted or require language to state it is an N/A?**

If the applicant does not plan to purchase equipment with a unit cost of $5,000 or more and a useful life span of more than one year, plan to sub-award funds to sub-recipients to carry out a portion of the grant services, and/or plan to contract a vendor, dealer, distributor, merchant, or other seller providing goods or services, the Supplemental Budget (Exhibit G) does not have to be submitted as part of the application package.

84. **Is this grant for nonprofit organizations only?**

No, eligible applicants must be ESEs or ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or a CBO.

For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.

85. **Does the staff travel include meetings traveling by air?**

Yes, travel costs are allowable; however, an entity that receives funds under Title I of the WIOA must comply with the OMB Uniform Guidance 2 CFR Part 200 and U.S. DOL exceptions 2 CFR Part 2900

For additional information, please refer to Appendix C: *Allowable Costs and Cost Items Matrix,* Figure C.2: *Cost Items Matrix.*

86. **Does the eligible applicant need to sell the goods it produces or assembles as part of the definition of the ESE's business model?**

Yes, the ESE business model needs to produce or assemble goods, provide services, or combine both.

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

87. **For the work plan, is there a minimum or maximum number of activities that can or should occur each quarter?**

No, there are no set requirements for the work plan's activities. The work plan should describe the project work plan and how the objectives, activities, outcomes, and milestones will be achieved for the POP.

88. **Can resources be provided to create a Title III Wagner-Peyser Local EDD Jobs for Veterans State Grant partnership agreement?**

Appendix E: Internet Resouce in the SFP provides a list of websites and additional information that may help develop project plans, build partnerships, obtain data, and respond to questions in the SFP

The Title III Wagner-Peyser Local EDD Jobs for Veterans State grants are run through the America's Job Center of CaliforniaSM ([AJCC](https://edd.ca.gov/Office_Locator/)) on the list, which is a central resource for information about Job/Career Centers and related links.

89. **Are there sample completed applications available for reference?**

No, this is a competitive Solicitation for Proposals process.

90. **Are expenses related to software purchasing and or user fees during the time of the grant award permitted?**

Yes, however, an entity that receives funds under Title I of the WIOA must comply with the OMB Uniform Guidance 2 CFR Part 200 and U.S. DOL exceptions 2 CFR Part 2900

For additional information, please refer to Appendix C: Allowable Costs and Cost Items Matrix, Figure C.2: Cost Items Matrix.

91. **Does "partner" on Exhibit J: Partner Roles and Responsibilities (ExJ) include sub-funded organizations/companies and contractors?**

Yes, this grant program seeks innovative projects that enhance employment access and job retention for target populations leveraging ESEs in collaboration with strategic partners, so all partners should be listed on the form.

92 **Do projects have to affect communities globally or locally?**

The ESE projects can either affect communities globally or locally.

93. **What if an organization has partners in mind but cannot confirm until approved for the grant?**

A partnership agreement letter is required when an applicant details the services an outside organization will provide for the applicant's program at the time of the application. Both letters are required if an organization provides funding and services to the applicant.

94. **Is an applicant eligible for support for their Social Enterprise from this grant if they are, or may in the future, receive another source of WIOA funding for the same Social Enterprise program?**

Grant funding opportunities are based on availability and can vary based on the needs of Californians. The eligibility for grants can also vary based on project scope and outcomes.

95. **I understand funds cannot be used to purchase or construct property, but can funds be used to expand the business by leasing a space?**

Applicants can budget to lease a facility or purchase equipment as an operating expense or program cost. The address or lease agreement is not necessary for budgeting.

*Refer to Appendices B, C, and D for the general requirements of these funds and WSD17-08, Subject: Procurement of Equipment and Related Services.*

96. **Are partners required to qualify for this grant?**

The only qualifiers for a partner are: 1) a commitment letter is required when an applicant cites a financial or in-kind contribution that will make up the leveraged funds requirement. 2) a partnership agreement letter is required when an applicant details the services an outside organization will be providing for the applicant's program, and 3) if an organization is providing both funding and services to the applicant, then both letters are required.

97. **What is the duration of the program goals? Is it the duration of the grant?**

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

98. **Do you have a definition and/or an example of a partner?**

Applicants are strongly encouraged to collaborate with other ESEs, public WSDs, human service partners, and CBOs to support participants in completing education and training programs and provide case management, wraparound, supportive, and follow-up services.

99. **If an applicant's administrative costs exceed 10% but does not have a negotiated indirect cost rate, can they count the excess administrative costs towards the leveraged funds they contribute to the program? For example, if our costs are 15%, can we ask for 10% of the costs to be reimbursed through the grant and count the excess 5% as leveraged resources?**

Yes. Leverage is not defined in regulation or any related administrative requirements. For EDD-funded programs, the term means all resources the recipient uses to support grant activity and outcomes, regardless of whether those resources meet the standards required for match. Applicants are encouraged to leverage human capital and utilize other resources to maximize the project's success. Leveraged resources can come from a variety of sources.

100. **If evaluation and scoring occur Feb 24-28, how would an applicant know their response to an appeal by Feb. 26?**

The evaluation, scoring, and appeal dates are all estimated and subject to change. The application requirements are those conditions that must be met for the proposal to be forwarded for evaluation and scoring. The EDD will distribute disqualification letters to applicants by email. Applicants have seven calendar days from the date their disqualification is emailed in which to appeal.

*For more information, refer to Section IV: Funding and Budgetary Requirements, Section V: Submission, Section VI: Award, and Appendix A: Proposal Package Instructions for more information on application and submission requirements.*

101. **Are applicant ESEs allowed to refer participants' employment to themselves (in addition to other employers)?**

Yes, applicants are allowed to refer participants to employment opportunities within their organization.

102. **What is the timeframe for these proposal periods: every year, once a year, twice a year, etc.? If an applicant is not ready now, is there a fall submission planned?**

Currently, the EDD cannot confirm whether any additional rounds of ESE funding will be available. Please continue to monitor the EDD website for future funding opportunities.

103. **Is a zipped file recommended for submission, or just a bunch of Word docs?**

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

104. **How do we find existing ESE providers to collaborate with?**

The award list for the ESE PY 2022-23 on the [Workforce Development Solicitations for Proposals webpage.](https://edd.ca.gov/en/jobs_and_training/wdsfp_workforce_development_solicitations_for_proposals) Applicants are responsible for establishing partnerships to achieve the goals and objectives of the program.

105. **Will grantees be held to state negotiated performance goals?**

The applicant is encouraged to meet or exceed the state-negotiated performance goals in delivering measurable employment and quality job outcomes. These metrics and rates of achievement are provided as a point of reference for applicants when reviewing their local goals. The state recognizes that local goals may differ from those presented here.

*Refer to Appendix A, State Negotiated Performance Goals PY 24 and 25 (WSIN23-54), and Local Area Negotiated Performance Goals PY 24 and 25 (WSIN21-14) (October 31, 2024) for more information about performance goals.*

106. **For a start-up nonprofit start-up, what is the likelihood of qualifying?**

The ESE PY 24-25 grants will focus on promoting job training opportunities and transitional employment through new and existing social enterprise initiatives. Therefore, a nonprofit start-up that meets the eligibility requirement outlined in the SFP and applies with all the required documents should qualify for the grant.

107. **Are workforce development boards eligible to apply if working with an ESE provider?**

Eligible applicants include ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or community-based organizations (CBO).

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

110. **Would a resale-run business that provides vocational training for individuals with special needs and all the additional wraparound and transition/employment training qualify as an ESE for this grant? And if no certification is provided as part of the training, would the application still be eligible?**

Eligible applicants include ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or community-based organizations (CBO).

*For additional information, please reference Section I: E. Eligibility, page 5 of the SFP, for the definition of eligible applicants.*

111. **Is there a benefit to applying as a 501c3 or as a for-profit certified ESE?**

Eligible applicant proposals will be reviewed, scored, and ranked based on the criteria outlined in the SFP. For more information about the scoring value, refer to the scoring rubric figure on page 17 of the SFP.

112. **Can this opportunity fund entrepreneurship programs for a target population?**

Entrepreneurship program costs are considered allowable charges under the WIOA. Please review Appendix C of the SFP for more information and additional resources regarding permissible expenses.

113. **Can this grant fund the cost of the industry job training that includes classroom setting learning and hands-on learning?**

Training and education costs are considered allowable charges under the WIOA. Please review Appendix C of the SFP for more information and additional resources regarding permissible expenses.

114. **I understand funds cannot be used to purchase or construct property, but can funds be used to expand the business by leasing a space?**

Please review Appendix C of the SFP for more information about allowable costs related to Workforce Innovation and Opportunity Act (WIOA) Title I Funds. In addition, please review the [Uniform Guidance Section](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#200.465) regarding rental costs of real property and equipment.

115. **How many years do you need evidence of past business establishment/revenues?**

There is no requirement to provide evidence of past business establishment/revenue to qualify for this funding opportunity. Eligible applicants include ESE organizations collaborating with one or more of the following: public workforce development agencies, human service agencies, public and private nonprofit organizations, or community-based organizations (CBO).

*Please reference pages 4-7 of the SFP for additional eligibility information.*

116. **Can you confirm there's no percentage cap on the funds we can request to subsidize paid work internships within our internal ESE opportunities and for partnered WBL sites?**

There is no percentage cap on the amount of funds that can be requested to subsidize paid work internships. A detailed narrative justification of that cost must accompany each budget line item in the proposal. All explanations should include how the proposed fees are necessary and reasonable in terms of their benefit to participants.

117. **In addition to transitional employment within Meristem-owned businesses, can participants be placed in external companies, such as Thunder Valley Casino, where Meristem provides supportive services and compensation and facilitates placement into competitive employment?**

Yes, applicants are encouraged to develop strategic partnerships with other ESE employers to facilitate outreach and assist participants in securing competitive employment.

*Please refer to pages 6-7 of the SFP for additional information.*

118. **For the section requiring us to demonstrate 20% of the grant amount in leveraged resources, does this mean the grant award can only cover up to 80% of the program's total operating budget**

Applicants are required to demonstrate a minimum of 20% leveraged resources relative to the total requested funds. For example, if $1 million is being requested, at least $200,000 must be leveraged, resulting in a total project budget of $1.2 million.