

**Employment Social Enterprise Technical Assistance**

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

**Questions and Answers**

1. Are services described in the Solicitation for Proposals currently being provided under a contract with EDD, or is this a new requirement?

This SFP is for the Employment Social Enterprise Technical Assistance grant for Program Year 2024-25, which the EDD is currently administering. No awarding has been made.

1. **The period of performance is listed as approximately 18-24 months, does EDD anticipate requiring similar services for the period beginning April 1, 2027?**

Please continue to monitor the EDD’s [Workforce Development Solicitation for Proposals](https://edd.ca.gov/en/jobs_and_training/wdsfp_workforce_development_solicitations_for_proposals) webpage for information about future funding opportunities.

# Will the EDD accept and consider proposals from small businesses that meet all the eligibility criteria outlined in the Solicitation for Proposals?

Proposals will be accepted from Public Workforce Development Agencies, Human Service or Social Service Agencies, Community-based Organizations, Business-related Non-profit Organizations, Non-profit or For-profit Social Benefit Corporations, Labor Organizations, Workforce Intermediaries, and organizations with operational components like those currently associated with the SE model.

# Is there any preference given to California-based companies?

No. The EDD encourages all eligible applicants to apply for this funding opportunity.

1. **Could EDD confirm that the maximum point values listed in the table on page 18 of the SFP will be the ones used when evaluating proposals?**

Each section will be reviewed and scored individually for content according to the instructions that can be found in Appendix A: Proposal Package Instructions of the SFP, starting on page 24.

1. **Does the EDD evaluate past performances based on similarity in scale, similarity in scope, or recency to the requirements of the subject solicitation?**

The EDD will review any past performance of all applicants when making final funding decisions. Past performance includes cash hold history, compliance data, and success in meeting past program goals.

1. **Does EDD confirm when an applicant submits a proposal if the applicant’s combined past performance meets all requirements and is acceptable?**

The EDD will confirm all proposal applications received during the grant solicitation period.

1. **Does the DEI TEN impact/change any part of the SFP questions/responses?**

Currently, we do not have any updates to provide.

1. **Can an applicant add a list of contractors as an attachment to their proposal package?**

All proposed contractors must be included in the spaces provided on Exhibits F, F2, and G.

1. **Is there any specific information besides the name of the contractor, description of services, and a range of service costs we should include?**

The required contractor information can be found on Exhibit F Line-Item H: Contractual Services, on Exhibit F2 section I: Contractual Services, and on Exhibit G section III: Contractors.

1. **If an applicant has an indirect cost rate agreement of over 10%, do they just submit for 10%, or can they use the rate in their NICRA?**

The 10 percent cap applies to all administrative costs, whether direct or indirect. 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).

1. **The updated de minimis amount is increasing to 15%, is that being incorporated in this grant?**

DOL released TEGL 05-24: Implementation of the 2024 Revisions to the Office of Management and Budget (OMB) in early October 2024. That TEGL details the transition of the approved de minimis rate from 10% to 15%. Per that guidance, “Pass-through entities (PTE) must adhere to the revisions applicable to their original grant awards when releasing funds as a subaward. Funds awarded by ETA with a period of performance starting prior to October 1, 2024, must follow the 2020 revisions to the Uniform Guidance. Therefore, all subawards under those awards must also follow the 2020 revisions, regardless of whether those subawards are issued before or after October 1, 2024. Therefore, a decision was made by the EDD that the de minimis rate will not apply to our grants released in PY 24-25.

1. **Can ESEs submit letters of support for the TA provider?**

Yes, however letters of support are not a requirement when applying for this grant.

1. **Can an applicant use visuals (i.e. tables, charts, and/or graphics) in the project narrative as long as it’s within the 10-page limit?**

Yes, you may include tables, charts, and/or graphics in the project narrative. However, the 10-page limit will still apply.

1. **The SFP indicates that *the Cover/Signature page must adhere to a naming convention* and provides an example naming convention of: “XYZ ESE TA PY 24-25 CovSign.” Can we use either?**

Yes, an applicant may spell out the full words, such as the “Cover/Signature” page, or you can shorten it and write “CovSign” page. Either is acceptable.

1. **Can the TA provider use WIOA funds to pay for participation in evaluation case studies/interviews to either participants and/or front-line staff as part of the project deliverables?**

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 the contributions, the applicant organization must provide a Commitment Agreement letter that clearly defines the contribution parameters and includes the contribution amount.

1. **Should an applicant plan for the first quarter of the grant performance period to run from May-June 2025, or July-September 2025?**

The EDD will contact the TA awardee to negotiate and finalize subgrant agreement details. The state expects subgrant agreement negotiations to begin immediately after providing official award notices. Award decision notices are anticipated to be made by May 2025.

1. **Is the EDD anticipating any delays in funding since this grant is supported through federal WIOA dollars?**

Currently, we do not have any updates to provide.

1. **Will there be more than one awardee?**

EDD anticipates awarding one organization the ESE TA PY 24-25 grant.

1. **What is the data on the ESEs supported by this TA, e.g. how many service areas, etc.?**

The ESE PY 24-25 awardees have not yet been announced. Please check the EDD SFP Website for the most current information regarding awarding.

1. **Are for-profit workforce intermediaries that may have partners eligible to apply for this grant?**

Proposals will be accepted from for-profit Social Benefit Corporations and Workforce Intermediaries.

1. **Are non-profit organizations focused on health equity and TA services to healthcare employers and/or participants eligible to apply for this grant?**

Yes, non-profit organizations are eligible to apply for this grant opportunity.

1. **Are applicants required to put content related to the budget narrative in the narrative section, or do they just complete the attachments?**

Applicants must provide a written response to all the bulleted text contained in Exhibit A and must also complete the required accompanying budget exhibits.

1. **If the formulas break within the budget worksheet, should we correct them or should we contact EDD?**

Send an email to EDD at [WSBSFP3@edd.ca.gov](mailto:WSBSFP3@edd.ca.gov) and include a detailed explanation of the issue.

1. **Are applicants required to partner with an ESE awardee now even though ESE awardees have not been determined yet?**

Partnerships are not required, however, are strongly encouraged. Partnerships with established ESE programs that have demonstrated the ability to provide meaningful assistance to the target populations are also encouraged.

1. **How many pages can the exhibit “I” be?**

There is no page limit for the Project Work Plan (*Exhibit I*).

1. **Can EDD provide applicants with a sample of the reporting template?**

The ESE TA PY 24-25 grant awardee will submit monthly financial and quarterly expenditure reports, or as requested, to EDD through CalJOBSSM. The grant awardee must establish, manage, and maintain through CalJOBS, documentation of the receipt and disbursement of the funds for review by the EDD.

1. **Is there an expectation to provide additional information in the project narrative under section 4?**

Complete only the information required in the exhibits.

1. **Will including exhibits F, F2, and G in the submission suffice as a complete response for the project narrative?**

The Project Narrative must directly address the bulleted prompts provided as guidance on the form. Each section will be reviewed and scored individually for content according to the instructions in Appendix A: Proposal Package Instructions.

1. **Can section 4 of the project narrative be left blank and instead reference the completed attachments?**

No, each section of the Project Narrative will be reviewed and scored individually for content according to the instructions in Appendix A: Proposal Package Instructions.

1. **How should an applicant list an unconfirmed partner’s roles and responsibilities?**

When submitting a proposal application, do not list unconfirmed partners.