Green River Area Development District  
Green River Workforce Investment Board  
Youth Programming  
Request for Proposal  
Questions and Answers

**Question:** Would a CPR certificate work as a credential?  
**Answer:** No, a CPR certificate will not count as a nationally recognized credential as it is not an occupational skill.

**FYI:** At the Pre-Proposal conference held on January, 22, 2013, information was shared regarding a potential program in Customer Service that leads to a nationally recognized credential. It is as follows:

NRF Foundation – National Professional Certification in Customer Service  
Contact: Sarah Conrad 908.232.2635  
www.nrf.com/industrycertification

**Question:** Can you tell us more about the National Career Readiness Certificate? We read it as being included as part of all approved programs but are unclear about what that really means.  

**Question:** Is obtaining a credential to get into the military considered as a "completer" statistic for this grant?  
**Answer:** To make a determination, I would need more information. I am not familiar with such credential.

**Question:** What is the difference between classroom hours and education hours?  
**Answer:** Classroom hours are hours that will be spent working on basic skills and soft skills. The education hours would be hours that are being used to work on the occupational skills piece (i.e., if students would be attending OCTC to work on a credential.

**Question:** One of the programs we're considering involves child care. The certificate is called the Kentucky Early Care and Orientation Certificate. Is this DOL-recognized? How can we tell what is DOL-recognized?  
**Answer:** Based on the sectors identified by the Green River Workforce Investment Board, this certificate would not fall in any of the allowable sectors.

**Question:** To determine WIA eligibility, we know we have to show low income plus another factor. What kinds of proof would we need to produce on the "other" factor? We have so many kids that have issues at home, etc. How do we "prove" that however?  
**Answer:** School records can be used for any barrier that is related to school (basic skills deficiency, behind in grade level, etc.) As for family situations or offender status, we can use court records. If you have specific barriers that you would like clarification on, please let me know.

**Question:** Is there a website anywhere that might list DOL-recognized credentials in the sector areas identified on the grant?  
**Answer:** Unfortunately, there is not that I am aware of. If there are specific items you would like an opinion on, please let me know.
Updated: February 6, 2013

**Question:** One possible angle of this grant for us may be getting kids to be either Microsoft or Apple certified. I have links below of the certifications and tests they could take. Before we go whole-hog down this road, would it count in one of the sectors of the grant?  
**Answer:** Yes. Such certifications could be used in any of the sectors and would fall under “Professional, Scientific, Technical”.

**Question:** Do internship hours have to be within a certain timeframe?  
**Answer:** No, internships can be offered any time during the program.

**Question:** Is there a maximum/minimum number of hours that have to be worked per week and/or during the program?  
**Answer:** No

**Question:** Can the costs associated with required drug screens and background checks be included in the grant?  
**Answer:** Yes, those costs should be included in the budget.

**Question:** If an occupational skills certificate in “welding” is the goal for individuals in a youth program, is it required that internships include actual, hands-on welding? For safety issues, it is unlikely that an employer would allow actual welding.  
**Answer:** No. It is understandable that employers may not be able to do this. However, it is important that the internships be related to the sector.

**Question:** In order for us to plan our deadlines and timelines, can you tell us when the pre-qualification of students would begin (should we be awarded)? We weren’t sure if it was in April or if it was in advance of when grant funds were available.  
**Answer:** Eligibility determination for youth programs will be conducted after grants have been awarded.

**Question:** When would students be taking the TABE test? In the pre-qualification stage or after funding starts?  
**Answer:** Program participants can be TABE tested before or immediately after the program begins. If an individual has taken the TABE test within twelve months prior to enrollment in a WIA funded program, those test scores are considered recent and can be used. Keep in mind that all participants must be tested (pre- and post-) for basic skills (reading and math).

**Question:** If we write up the Certificate in Customer Service from the NRF as our credential, what possible places would the grant consider being aligned with this certificate? In our mind, students could intern at a variety of places from which we already have contacts. But we weren't sure if the internship places needed to be aligned with the sectors identified in the grant.  
**Answer:** Because the NRF’s Certificate in Customer Service could be applicable to all sectors identified in the Request for Proposal, it would not be necessary that internships placements be aligned with one particular sector. However, if this credential is the one chosen, you should provide an explanation of how the credential will be beneficial in any sector identified in the RFP.
Updated: February 6, 2013

**Question:** Since the GRADD Internship Policy states that participants “will be compensated at the rate of no less than the federal minimum wage” should we use Kentucky’s 2013 rate of $7.25 or plan to pay slightly higher such as $7.50 or $8.00 an hour? What has been the average internship pay in the past with GRADD programs?

**Answer:** The wage paid should be that of what the employer would pay someone that they would hire for the same position.