

**NH Department of Education
Workforce Investment Act (WIA)
PY2009 & PY2010
Technical Assistance Conference Questions**

Location: NH Works, 300 Hanover Street, Manchester NH

Date: December 16, 2008 (Tuesday)

In School Youth:

Question: If for example, a counseling component is included in the grant that exceeds the amount to be approved, will I have the opportunity to reduce the amount or will the whole application be rejected.

Answer: You will be provided the opportunity to adjust the grant and financial piece.

Question: Please provide further examples of administrative costs.

Answer: It is a cost not directly related to providing students to students. For example, a professional grant writer is an administrative cost as are audit costs, bookkeeper, or President's Office space. You can also have a scenario whereby you have an expense that is both such as a supervisor that provides staff oversight but may have specific responsibilities such as student follow up.

Question: How do you see someone who has not had a grant in the past with your agency and what type of outcomes can you use if you have none of your own?

Answer: All applications are treated equally. You may use performance measures/outcomes from other programs that might be similar that you have operated. For example, Career Technical Education data, adult education data, or Annual Yearly Progress data would be considered.

Question: Is the cost per student critical in evaluating the proposal.

Answer: Yes, it's very important to be cost effective. Leveraging of resources and forming partnerships will help you to reduce costs.

Question: Does support collaboration have to be in the form of a letter?

Answer: No, you could use a check off list but it has to be signed and specific as to what the support collaboration and leveraging of resources will be.

Question: What do the letters G&C stand for?

Answer: Governor and Council

Question: Is it good to structure your proposal around the 7 rating factors?

Answer: Yes

Technical Assistance Conference Questions

Location: NH Works, 300 Hanover Street, Manchester NH 03104-4957

Date: December 16, 2008 (Tuesday)

Out of School Youth:

Question: What is the effective date for contracts if you are not from a school?

Answer: For non school applicants: The effective date to begin is the date approved by Governor and Council which probably is in May or June.

Question: How does a program participant become eligible for services through the New Hampshire Department of Education (NHDOE)?

Answer: You will do an application, obtain the necessary supporting documentation and forward all the materials to the NHDOE. The NHDOE will determine if the student is eligible to be in the program and notify you.

Question: If someone dropped out of school now is there a grandfather clause in Senate Bill 18.

Answer: No

Question: Where is the NHDOE information on assessment tools located?

Answer: In the Workforce Investment Act (WIA) Youth Program Requirement PY09/PY10 document handed out at this conference and on the NHDOE website with the Request for Proposal.

Question: What is being used for the workplace readiness competencies?

Answer: The Comprehensive Adult Student Assessment System (CASAS) competencies are being used.

Question: How does one fare in the competitive process if they have to use outcomes from another state in their grant?

Answer: It is fine as long as the data contains well documented performances and outcomes. State the facts and outcomes clearly. Using the past 3 years of data would be good if you have it available.

Question: Where do you break out the cost of follow up for one year?

Answer: Use the Form B Budget Request-Program Costs which specifically addresses follow up.

Question: How long can a student be in the program?

Answer: Until they have achieved their goals.

Question: **Is obtaining employment defined as Part-time or Full-time for youth?**

Answer: Either or both.

Question: **Is there a requested length for the proposal?**

Answer: There is no page requirement. The average is usually 10-12 pages.

Question: **Are the 7 rating factors spelled out in the Request for Proposal?**

Answer: Yes

Question: **What is eTeams?**

Answer: It is a web-based case management system. NHDOE provides technical assistance and training on a regular basis.

Question: **What is eTeams used for besides case management?**

Answer: E-teams includes the application, assessment, services, and outcomes for each student. The data is compiled and submitted on a quarterly basis to US DOL to meet federal reporting requirements.

Question: **Any real changes from last years Request for Proposal?**

Answer: Out-of-school youth age changes due to SB18 and Alternative Secondary Education minimum programmatic requirement has gone from 12 to 15 hours per week which is the same as GED programs.

Technical Assistance Conference Questions

Location: NH Works, 2000 Lafayette Road, Portsmouth NH 03801

Date: December 18, 2008 (Thursday)

In School Youth:

Question: **How well perceived are letters of support. Do they have significant weight? Is more weight given to letters from school districts versus letters of support from outside agencies?**

Answer: It varies based on the individual reviewers but usually equal weight is given for letters from school authorities and outside agencies. Employers may have a greater value in the minds of reviewers.

Question: **Do you want assurances (additional items for non-school applications) to be submitted with applications or after the fact.**

Answer: You may submit all that you can at the time. You may have to wait and submit such documents as Certificate of Good Standing after funding award in that the form needs to be current and renewal date is April 1.

Question: Are the Common Measures counted yet?

Answer: **NH is still accountable for younger and older youth measures and is not a common measure state.** They count in that the State and the Youth Council look at them and compare them to other states standards. As of yet, NH has not established common measure standards.

Technical Assistance Conference Questions

Location: NH Works, 2000 Lafayette Road, Portsmouth NH 03801

Date: December 18, 2008 (Thursday)

Out of School Youth:

Question: **16-17 year old students who have a high school diploma or a GED can be in the program, correct.**

Answer: Yes

Question: **Please give examples of Bonus Points.**

Answer: Participation in shared Youth Vision group, NH Works partnership, what other resources have you been able to leverage due to your collaboration with other agencies or businesses in serving the neediest youth.

Question: **What is and how do you use relevant past performance data and measurable outcomes?**

Answer: Think about what data you can use that you share commonalities with. For example, Career Technical Education and Adult Education.

Question: **How do you document children of incarcerated parents?**

Answer: This is often times difficult to verify and probably best done through self-statements. In addition, no where in the state or federal reporting system is it tracked.

Question: **What is the dual enrollment counterpart for the WIA Youth Program?**

Answer: The WIA Adult Program that is administered at each of the NH Works office by the local Community Action Agency.

Question: **It seems that the amount of Out of School students that can be enrolled in the program is less due to the new age requirements for dropping out. Do you have any suggestions?**

Answer: Yes-There are still many students that you can enroll. Look at youth that are unemployed or underemployed graduating from GED programs, high schools, foster care and juvenile justice youth aging out of their systems, graduating seniors that want to go to college or secure occupational

training but do not have the resources and are economically disadvantaged and possess one of the requisite barriers.

Question: **Is the skills training performance evaluation still in the grant.**

Answer: It's in the narrative section; you no longer have to fill out the chart.

Question: Can the State waive the rule for less than 18 years of age admission into the program.

Answer: Yes, on a case by case basis. It is a State rule not a Federal rule.