

Addendum One

Issued Date: June 12, 2020

Solicitation Title: Young Adult Transitions Program

Addition(s)/Change(s)/Clarification(s):

- Change in Solicitation Response Due Date
- Change in Terms and Conditions
- Other

Please Note the Following Addition(s)/Change(s)/Clarification(s):

1. How do you define 'stipends' versus 'wages' paid to trainees?

Answer: A 'stipend' is a fixed, regular monetary payment to the participant for ongoing, successful participation in the program. Not defined with milestones, but by active participation in the program. A stipend is a payment made to a trainee or learner for living expenses, unlike a salary or wages which are paid to an employee. If you intend to offer stipends, you will need to come up with a stipend policy as to how you will define successful participation, a stipend amount and a stipend payment schedule.

2. What are the upper and lower amounts of grant requests to be considered and what you anticipate being the average grant amount requested?

Answer: We recognize that every organization is very different and that these funds have a fairly short duration. We would encourage organizations to apply for the funds needed in order to meet the goals of the request for quotes. We certainly anticipate funding smaller amounts up to larger allocations well. We do have \$1,500,000 set aside for this initiative and intend to fund multiple organizations.

3. The Paycheck Protection Program is considered to be part of CARES Act?

Answer: Yes, the Paycheck Protection Program is a part of the CARES Act. Funding you are requesting from Ramsey County Workforce Solutions should not pay for any items that are funded with any Paycheck Protection Program funds.

4. Our program works with young people with about 50% referred to us from Ramsey County agencies and 50% from Hennepin county. Our program is located in Ramsey County. With a mix of trainees from Ramsey and Hennepin counties would be eligible for this fund?

Answer: CARES Act dollars are intended for residents of Ramsey County. If the organization serves both Ramsey and Hennepin counties, the agency will need to develop an accurate way to separate, track and account for which funds are for Hennepin and which are for Ramsey. As CARES monies are direct reimbursement only, all costs must be necessary and directly linked to the project and within compliance with CARES Act funding regulations.

5. My question is, how would an organization know if they are in compliance with the CARES ACT dollars in a neighborhood that has been greatly affected by COVID-19? From my understanding, this Act is for students who have been affected, directly or indirectly, by COVID-19. Could you please explain what it means to be in compliance with the Act?

Answer: That is correct, the CARES Act is intended to address the impacts of Covid-19. Part of Ramsey County's direct allocation is going to address the workforce and socioeconomic impacts created by Covid-19. Please refer to section 1.2 of the Contractor Qualifications for the definition of the Target Population Impacted by Covid-19. Contractor is subject to internal controls, subrecipient monitoring, and single audit requirements under federal law and regulations consistent with the applicable, federal, Uniform Administrative Requirements 2 CFR 200.303 (internal controls), 2 CFR 200.330-332 (subrecipient monitoring), and, Subpart f (audit requirements).

6. Second, the Certification of Insurance (COI). As a new organization, how would one determine the amount funding needed to cover the employees? In addition, would commercial and professional employees have to be insured separately to be in compliance with COI? Lastly, would workers compensation something also to consider when setting up employee insurance for a small business (Approximately 5-15 staff)?

Answer: The insurance requirements are listed in section 3.10 of the Emergency Purchase Informal Quote document which are 1) Commercial general liability of no less than \$500,000 per claim, \$1,500,000 per occurrence, \$2,000,000 general aggregate, \$2,000,000 products/completed operations total limit, \$1,500,000 personal injury and advertising liability, 2) Professional liability of no less than \$1,000,000 per claim and \$3,000,000 aggregate limit, and 3) Workers' Compensation as required by Minnesota Law, Employer's liability with limits of \$500,000/\$500,000/\$500,000. These are standard terms and conditions, however, please note that under #5 of the process and instructions on the first page it states "...Some terms and conditions can be negotiated, but Ramsey County is not obligated to accept exceptions to these terms and conditions." Please consult with your insurance agent on how to meet the county's insurance limits.

7. Can the work that Ramsey County youth are doing take place in Hennepin County or does all work have to take place in Ramsey as well?

Answer: The work can take place in either county. However, funding has to serve Ramsey County residents.

8. Can part of the budget be for travel?

Answer: Yes, this would be an eligible expense if it is a necessary expense accrued to carry out your program design. Identify and name these costs on your budget under the 'Other' cost category.

9. What do you see as the main distinguishing factor between Generation Futures and Young Adult Transitions, apart from the age range of young people served? Hired serves youth across both ranges. Could we submit one proposal that addresses the full range? If not, may we submit to both funding streams?

Answer: Besides the age difference to ensure programming is developmentally appropriate, the major programming differences between these two programs is that Young Adult Transitions is more heavily focused on work-readiness, career pathways, life skills and other post-secondary related activities. The Generation Future program is more focused on general career exploration, personal and professional goal setting and other life skills. To provide further clarity around the youth and young adult request for quotes, the Learn, Earn, Lead is focused on organizations whose mission is tied to youth employment and they had to adjust and/or reduce their intended summer youth employment programming. Organizations are welcome to apply to multiple informal requests for quotes.

10. Will either the Generation Futures or Young Adult Transitions grant consider support services as an allowable expense? Young people who have lost their jobs are having difficulty paying rent, and this is a particular need. Some need assistance with childcare as well.

Answer: Yes, if those are necessary costs for them to be able to participate in your program design. Please refer to the budget form and list those expenses under 'Support Services'.

11. Most of our youth participants are dealing with trauma. Can any of these funds be used to help them address mental health concerns?

Answer: Yes, these are acceptable expenses if they are part of your workforce program design.

12. Can any of these funds be used for internship or interview clothes, or for uniforms?

Answer: Yes, these are acceptable expenses if they are part of your program design.

All Addendum(s) are to be acknowledged on the Solicitation Cover Page to be included with your submission. FAILURE TO DO SO MAY RESULT IN REJECTION OF THE SOLICITATION RESPONSE. Unless otherwise specified above, the Solicitation Response due date and time all other Terms and Conditions remain the same.

Ramsey County representatives recommending this Addendum acknowledge that all Ramsey County solicitation policies and procedures have been followed.