General questions

Q1: I was unable to attend the 9/8/2021 virtual bidders conference. Is it possible to get a link to the recording of the session?
A: The recording of the virtual bidders conference for this RFP will be available on the Funding Opportunities Page on our website.

Q2: Could you please explain what you mean by diversion over reentry? Is the word reentry being used here as referring to recidivism or reentering incarceration instead of reentering society?
A: Diversion refers to diverting from legal proceedings and connection to community resources. Reentry refers to transitioning back to the community from a facility.

Q3: Is King County providing Technical Assistance with the grant writing?
A: Additional funds may be available for organizations who are working to build their capacity to provide the services outlined in this RFP. Eligible entities must 1) have fewer than 20 full-time equivalent staff and 2) an operating budget of less than $4 million in the fiscal year prior to the year of application.

Q4: In the bidder’s conference, you indicated that someone can be eligible for this program if they have been “touched” by the justice system but not actually have been incarcerated. Is a participant eligible if their family member has been touched by the justice system or incarcerated? Do you have a definition of “touched by the justice system?”
A: The RFP will create access to employment, training and education opportunities among individuals who have been impacted by the criminal legal system. Touched is referring to impacted.

Q5: The administrative dollars for $25,000 available to organizations who are organizing a consortium. Can this be used for issuing support services, training, reviewing invoices from other organizations and other activities that would be required to support other organizations as well as any costs associated with meetings and coordinating services between other organizations?
A: Administrative dollars can be used for allowable administrative cost which might include accounting, personnel management, payroll, oversight etc. Support services and training will fall under program costs which is not administrative cost.
Q6: Please define comorbidity?
A: In the context of the RFP, comorbidity means individuals impacted by the criminal legal system will simultaneously be experiencing two or more conditions such as mental health, substance abuse, housing, and employment.

Q7: Is King County prioritizing breadth (# of people or # of locations) or depth (# number of services, or outreach to underrepresented groups)?
A: The RFP will focus on quality of service over quantity.

Q8: Given the WDC seeks to integrate more community-based service providers into the network of services that are available through the WorkSource Seattle-King County System, will the review panel be encouraged to give providers who are new to the WDC more consideration in the review process? Is there a preference to fund small and/or grassroots CBOs?
A: Rating criteria can be found on page 14 of the PDF and page 8 on the Cognito Forms.

Q9: Is there additional rating criteria; can you share the review panel evaluation rubric or tool?
A: Rating criteria can be found on page 14 of the PDF and page 8 on the Cognito Forms.

Q10: Can you specify what type of service you consider “diversion” programs or services, does this include Diversion Centers?
A: Diversion programs work in partnership with the legal criminal system to provide alternatives to incarceration.

Q11: Can participants be co-enrolled in VSHSL and WIOA funds if there is a distinction of services?
A: Yes.

Q12: What is the average percentage of a WIOA Adult contractor’s budget that is designated towards direct participant costs e.g., support services and/or training?
A: Direct participants cost will vary across contractors depending upon program design.

Q13: Our organization provides programs at multiple different offices in different counties, each with its own budget. A grant would only fund our King County location. Would you like to see the organization’s annual operating budget in addition to the budget of our King County location, or only the budget for the King County location?
A: Proposal budgets should include operating costs that benefits King County residents.

Q14: There is mention in the RFP about the focus being an emphasis on diversion over reentry; does this indicate that organizations need to propose some element of
diversion in programming to be more competitive, or are organizations that solely serve individuals after engagement with the legal system eligible and competitive to pursue the opportunity? Related, does this indicate that there is a priority for diversion-related projects rather than reentry?

A: Competitive program models (scopes of work) shall incorporate at least one of the following elements or propose additional elements aligned to those noted below with discussion as to how applicant will have or create intentional linkages to one or more of the other elements:

- **Peer mentorship and community-based navigation:** Peer mentors / navigation services delivered by those with lived experience. These peer mentors create a system of trust in communities for those re-entering and can use their own experience for paid recent work experience that will create further employment opportunities for these individuals, while acting as credible messengers in the community to link individuals to other employment services.

- **Employment specialist services + case management with longer service eligibility:** Job placement, coaching and retention supports that help place individuals in living wage jobs, centered on the participant’s interests, skills, and abilities, resulting in employment that leads to economic independence. These services should be able to serve individuals for as long as they need support and scaffold supports as individuals gain employment but still need connection to ongoing services.

- **Access to paid apprenticeships, pre-apprenticeships, and training programs for in-demand job sectors:** Connections to employers, paid apprenticeship, training and education programs for in-demand job sectors that pay a living wage with benefits (financial assistance for training programs shall be made available through the funding proposal and indicated in the application).

- **Integrated services with diversion programs** to raise awareness of employment issues and connect people to services and directly to employers or training programs.

- **Pre-release services/supports for incarcerated individuals:** Spanning supports that begin during incarceration and continue post incarceration, without artificial time limits, to create ongoing and supportive relationships while also building employment skills and connections to services and employers.

- **Facilitated connection to auxiliary community services** such as childcare, healthcare, family supports or other services that can help individuals successfully reintegrate into community and employment
• **Allowing funded programs to access flexible financial assistance (FFA) to meet and support basic needs of participants:** Ability to manage VSHSL Flexible Financial Assistance funds to remove barriers to employment such as training costs, certification fees, work gear, car repair or other barriers not addressed through auxiliary community supports.

• **Other:** Organizations may propose additional strategies and program models. If your organization’s program model does not align with the strategies above, please describe alternative strategies.

**Q15:** If an organization provides a focus area (ex: pre-release services) through a **separate** contract and will thus not be including it in this proposal’s services, should the organization select that field on the “Scope of Work Focus Area” question? If not, should the organization just indicate elsewhere in the proposal materials the services provided through separate contract/s?

**A:** Yes. Organizations can select multiple elements from the scope in a single proposal.

**Q16:** If an organization provides services county-wide, should the organization select all the Council Districts? Or are you just asking where services will be delivered from (i.e. program services site/s)?

**A:** Yes, select council districts where services will be delivered.

**Q17:** I have a question about how to present information on the budget for this RFP. If we are applying as a consortium do, we have to include a line-by-line breakdown for each fiscal partner including every staff involved? In past proposals we have presented only line by line breakdown of the lead fiscal agency and then the partner agencies were presented as a part of the “contractual costs.” We would present each partner with one line item and the total budget associated with that partner. That would provide the partner agencies more flexibility in their line items of their budgets.

**A:** RFP budget should include personnel cost, operating and indirect cost, direct participant cost, and consortium administrative costs for the model.

**Q18:** I’m wondering if there is any conflict of interest with WDC Board members being employed by organizations submitting proposals?

**A:** Raters and board members will comply with WDC conflict of interest policy available on our website underneath policies and guidelines.