



TANF Youth Career Readiness Program

Bidders' Conference Questions & Answers | Tuesday, November 8, 2022 at 1:00 p.m. EST

Q1: With our proposal being for a camp, can you please clarify your expectation for “The selected provider(s) must assist youth in identifying their career interests, employment needs, and career goals through the development of an Individual Service Strategy (ISS)” on page 8.

Not all TANF Career Readiness Program programs will require an ISS as part of their paperwork. The paperwork requirements are decided once a program has been approved for funding. Depending on the length and coverage of the program, the WFWDB will notify you of the required paper during the paperwork training session for all grant awardees.

Please see the following description in the event your program requires an ISS:

An Individual Service Strategy (ISS) is a collaboratively built document that details participant needs for training, education, and support service assistance. It details a participant's goals for their time in the program, and their anticipated need throughout, based on objective assessments completed. It should be updated when any changes occur and reflect the dynamic needs of youth as they meet the dynamic needs of the workforce.

The ISS will identify and document:

- The educational goal(s) of the participant
- The employment goal(s) of the participant including non-traditional employment goals, if applicable
- Appropriate achievement objectives for the participant
- Appropriate services to be delivered and justification for the services to be provided
- Any referral(s) to other services/programs and justification for such
- Services needed

All services delivered to youth should be detailed in the ISS, along with justification and resources needed. All expenditures should be tied to the ISS goals, demonstrate performance completion, and show the related participant level of need.

Q2: I am using the PA Academic Standards for Career Education and Work for Grade 11 as a guide for this program from page 10. Is that the appropriate document?

Yes, you can use the Academic Standards Career Education and Work Standards to address the second bullet, “Describe how the proposed program(s) will meet the PA Academic Standards for Career Education and Work under Core TANF Youth Career Readiness Program Description”, to provide your programs description of the program model requirements for your targeted grade 11 students.

Q3: I am trying to complete the Appendix attachments; however, the Word format is not allowing me to properly fill in each box. Is there an easier way to complete the attachments?

In accordance with Equal Opportunity and the Americans with Disabilities Act (ADA), the WFWDB is required to post two versions of all documents to its website. The Request for Proposal you will see on our website that downloads as a Word Document in Rich Text Format (RTF) has been added to the website for those with limited sight/that require text-to-speech. If you do not need this type of document, the WFWDB recommends utilizing the PDF version of the RFP that is provided on its website. Within the PDF version, you will be able to utilize fillable text and check boxes.

Q4: When will paperwork and branding training take place?

All paperwork and branding training will take place shortly after your organization receives the notification that its proposal has been selected for award. Currently, the WFWDB anticipates this training to take place in January 2023.

Q5: Is the WFWDB aware how many awards will be made?

The WFWDB does not have a specific number of awards in mind for this opportunity.