

RFP/RFQ Questions Received as of February 20, 2026

WIOA Title I, EARN, and Discretionary Grants RFP

1. In the WIOAADW and EARN services RFP questions 4.3 and 4.4 are duplicated. Is it preferred to leave blank or provide a duplicate response?

4.4 is listed incorrectly. Attachment 1 RFP Response Application has been updated and uploaded on www.lvwib.org under the WIOA Adult, Dislocated, and EARN services RFP section.

2. The order of documents beginning on page 16 states that Attachment 3 is the Required Federal and Commonwealth Forms, however those are listed again after Attachment 9. Can you please confirm where the required forms should be placed in the order of documents.

Attachment 9 on Page 17 is listed as the Reference Forms which are only required of proposers that have not contracted with the WBLV in the past three (3) years. Section (f)(ii) on Page 17 is a list of the Required Federal and Commonwealth Forms that are included in Attachment 3.

3. Regarding the submission of a Word version of the proposal, are you requesting just the application (provided Attachment 1) in Word, or the entire proposal including the excel budget, required attachments and PDF forms to also be converted to a Word document for submission?

The application should be submitted in Word and PDF. The budget should be submitted in Excel and the attachments should be submitted as PDF.

4. Within the PA CareerLink®, to confirm the staffing for this RFP – there are 20 WIOA staff and 6 EARN staff? Can you provide the breakdown of job titles?

Please see the organizational chart posted as Exhibit A on www.lvwib.org with the RFP.

5. Can we use elect to charge the federally approved de minimis rate (2 CFR 200.414 in the Uniform Guidance) if we do not have a federally approved indirect cost rate?

Not-for-profit, non-federal public and government agencies which have never had a negotiated indirect cost rate may opt for the de-minimus ICR of 15%. Opting for the de minimus rate will still require a cost allocation plan.

For-profit entities without an indirect cost rate approved by a federal cognizant agency, will have to negotiate a rate with the WBLV in accordance with 2 CFR 200 guidance.

6. Can you provide current program performance, include Adult and Dislocated Worker enrollments year-to-date?

We are currently meeting all performance measures. Enrollment for Adult is 172 and 126 for Dislocated Worker.

7. How many participants were sent to training ytd?

WBLV would like proposers to identify their plan for ITAs, OJTs, and other trainings in their submission.

8. What is the amount spent for ITAs and Work-Based Learning? Supportive Service?

In alignment with the Commonwealth of PA's expectations, 40% of funds should be spent on training.

9. "What line item in the WIOA/EARN budget template do we enter the funds for ITA, OJT, work experience, OJT and other training funded activities?"

Please see the revised budget forms uploaded on www.lvwib.org.

10. Section 10.13.b (p. 25) of the RFP states, “Contract budgets may include an indirect cost rate if an indirect cost rate was negotiated and approved by a cognizant Federal agency.”

OMB’s Final Rule on Uniform Guidance, effective October 1, 2024, reinforces that pass through entities may approve either a 15% de minimis rate or a negotiated indirect cost rate for subrecipients without a federally approved rate [2 CFR 200.332(b)(4)]. Note that subrecipients who are not direct recipients of federal funds are generally not eligible to obtain a federally approved indirect cost rate—unless their grantor is willing to facilitate and support the approval process.

Could you please confirm whether your organization will allow subrecipients without a federally approved indirect cost rate to use the de minimis indirect rate or negotiate an indirect cost rate with your organization, in accordance with the Uniform Guidance?

Not-for-profit, non-federal public and government agencies which have never had a negotiated indirect cost rate may opt for the de-minimus ICR of 15%. Opting for the de minimus rate will still require a cost allocation plan.

For-profit entities without an indirect cost rate approved by a federal cognizant agency, will have to negotiate a rate with the WBLV in accordance with 2 CFR 200 guidance.

For-profit entities without an indirect cost rate approved by a federal cognizant agency, WBLV will negotiate.

11. Section 10.13.c (p. 26) of the RFP states, “WBLV will only pay up to five percent (5%) for administrative costs.”

DOL/ETA’s “WIOA Admin vs. Program Costs vs. Indirect” handout (July 6, 2018) indicates that, except for subrecipients that are direct recipients or those performing solely administrative functions, subrecipient costs should generally be charged as program costs. [Reference: Page 2 of the document, available at <https://cms.workforcegps.org/-/media/Communities/grantsapplicationandmanagement/Files/WIOA-Admin-vs-Program-Costs-vs-Indirect-Handout---07,-d,06,-d,2018.ashx>]

12. Could you please confirm whether your organization will adhere to the above administrative guidance?

While the WBLV may charge career services costs to the Program Cost Category we are concerned that funds at the sub recipient level are not supporting administratively heavy infrastructures rather than being spent on participants. So we want to see what proposers are charging for administrative overhead.