

1. The RFQ Budget Proposal states that “Equipment and indirect costs are not an allowable cost.” If so, what equipment, such as furniture, computers, etc., will be provided by the NEMO WIB, if any at all?

Equipment with a value of \$500 or more remains the property of the NEMO Workforce Investment Board and therefore equipment and furniture that is currently being used for the NGCC model will remain in the Career Center and will be utilized for the NGCC model. In addition there may be additional equipment/furniture from closed satellite sites that will be utilized in the Career Centers. See question 4.

2. How are the respondents to present any cost-share data? In other words--for the cost of functional leader and facilities for Career Center staff do we report the entire costs of salaries and facilities, etc, or do we report only the WIA cost portion of these expenses?

Respondents are to submit a budget for actual costs to provide staffing and/or functional leadership. These costs are those which will be billed to the NEMO Workforce Investment Board. These do not and should not take in to account any possible cost sharing as that is a variable that may fluctuate.

3. In follow up to question 2, if we are to report only the WIA portion of these expenses, do we assume the same cost share percentages as the current year?

Respondents are not to report/assume any anticipated cost sharing when preparing budgets. See question 2.

4. The budget states equipment cost is not allowable under the NGCC proposal. How are anticipated equipment needs in the Career Center to be addressed?

The expectation is that there is sufficient equipment currently in the Career Centers for the NGCC model. If the Career Center Functional Leader feels that there is need for additional equipment a request will be submitted to the NEMO Workforce Investment Board. Each request will be reviewed on a case by case basis.

5. Because the Warrenton Career Center is not a leased facility by the State, the subcontractor provides the IT support for the Career Center. Can this expense be charged as a facility cost instead of a overhead/administrative expense, due to the limitation on overhead/administrative costs, and because this cost and service is provided on a contractual basis—not a separate staff position?

IT support for the Career Center not staff may be reported as a Career Center expense. This needs to be reported under and identified separately, with dollar amount, under the Other line item.

6. Are we required to provide the budget data for the number of Career Center staff proposed that is currently working in the Career Center, or in light of the budget constraints facing the program should we propose what we anticipate staffing and funding levels to be?

As funding is not yet known and there are too many variables, in order for evaluators to compare budgets, respondents may not submit budgets based on less than the current staffing levels.

7. Why is there no budget line to allocate a proportional share of facility costs to the functional leader budget?

Facility costs for the NGCC model should be accounted for under the Career Center budget and as Functional Leaders are a part of the NGCC model and therefore the Career Center, there should be no additional facility cost associated with that position.

8. If the proposed budget data is part of the rating and selection criteria, what is the weight the committee/WIB has assigned to this element?

The proposed budget will have a weight of 33% of the total RFQ.

