

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Department of Employment Services

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DOES Out of School Youth Program Procurement Plan

The Workforce Innovation and Opportunity Act (WIOA) Youth program provides employment and training services to youth facing significant barriers to education and employment. For Fiscal Year 2025, the Department of Employment Services (DOES) aims to expand and enhance services to ensure that out-of-school youth (OSY) are given equitable opportunities for career advancement, educational success, and sustained employment.

I. Background and Authority

Under section 129 of the Workforce Innovation and Opportunity Act (WIOA), the District is required to provide services for eligible youth. In the District of Columbia, the DC Workforce Investment Council (DC WIC) serves as the State Workforce Development Board and carries out the functions of the Local Workforce Development Board under WIOA. DOES is the designated WIOA Title I grant recipient and fiscal agent for the District of Columbia.

DC WIC issued the *Workforce Implementation Guidance Letter: WIOA Title I Youth Program Design and Service Provision*, dated May 2, 2022, which delegated the competitive solicitation process of youth service providers to DOES and states that DOES shall:

[I]dentify youth service providers using a competitive process based on criteria established in the WIOA State Plan; take into consideration the ability of the provider to meet performance accountability measures based on the primary indicators of performance for youth programs; conduct oversight with respect to such providers; and may terminate for cause the eligibility of such providers.

DC-WIGL-2022-001-WIOAYouthProgramDesignandServiceProvision at 5.

In addition, the WIGL requires that DOES submit a procurement plan for youth services, including proposed procurement type, priorities, and timeline by December prior to the following program year.

II. DOES Procurement Plan

DOES is pleased to submit the procurement plan set forth below that aligns with the District's workforce system priorities and implementation of the District's WIOA State Plan.

To comply with WIOA regulations, the FY25 DOES procurement plan includes:

- *Free and Open Competition*: All service providers will be procured through a transparent and competitive Solicitation or grant process, which ensures that no preference is given to any particular vendor.

DOES Out of School Youth Program Procurement Plan

- *Cost-Effectiveness and Efficiency:* Proposals will be evaluated for their cost-effectiveness, ensuring that services provided yield measurable outcomes aligned with WIOA's intent. Providers will be required to submit detailed budgets that adhere to WIOA's financial guidelines under 2 CFR Part 200.
- *Performance-Based Contracting:* Contracts or grants will include performance measures tied to program outcomes, such as high school equivalency attainment, job placements, credentials earned, and post-program success. Incentives for exceeding performance benchmarks and corrective actions for non-compliance will be included.
- *WIOA Youth Program Elements:* The following 14 services are available to youth participants either directly by DOES or through the selected vendors, which will continue to be detailed in any RFA and Solicitation released in FY25:
 - (1) Tutoring, study skills training, and dropout prevention.
 - (2) Alternative secondary school services.
 - (3) Paid and unpaid work experiences, including internships and job shadowing.
 - (4) Occupational skills training, focusing on high-demand industries.
 - (5) Education concurrent with workforce preparation activities.
 - (6) Leadership development opportunities.
 - (7) Supportive services (e.g., transportation, childcare).
 - (8) Adult mentoring for at least 12 months.
 - (9) Comprehensive guidance and counseling.
 - (10) Financial literacy education.
 - (11) Entrepreneurial skills training.
 - (12) Services providing labor market and employment information.
 - (13) Postsecondary preparation and transition activities.
 - (14) Follow-up services for at least 12 months.

A list of current FY24 vendors and which of the 14 elements they are providing is set forth in Attachment A.

Consistent with 20 CFR § 681.400, DOES, as the grant recipient or designated fiscal agent, may “provide directly some or all of the youth workforce investment activities.” This approach allows DOES to directly provide the WIOA youth program services in an efficient and cost-effective manner. The following youth program elements are provided either directly by DOES or through a partnership (memorialized by agreement):

- #7. Supportive Services – direct to participants from DOES
- #9. Comprehensive guidance and counseling – via MOU with the Department of Behavioral Services
- #10. Financial Literacy Education – via partnership with Bank on DC to administer quarterly financial literacy sessions.
- #14. Follow up Services – via contract with Dramatic Solutions

(A) Evaluation Criteria

DOES staff has worked with the WIC staff to develop the following vendor selection and evaluation criteria for the solicitations and requests for applications:

DOES Out of School Youth Program Procurement Plan

- *Experience in Serving At-Risk Youth:* Proposals will be evaluated based on the vendor’s history of working with out-of-school and in-school youth and demonstrated success in helping youth overcome employment barriers.
- *Capacity for Service Delivery:* Vendors must show they have the staff, infrastructure, and resources to deliver high-quality services, including case management, job training, career counseling, and mentorship.
- *Past Performance and Measurable Outcomes:* Proposals will be scored based on past performance in achieving key WIOA youth program goals, such as GED attainment, occupational skills training, and work experience placements.
- *Cost Effectiveness:* Budgets must demonstrate efficient use of funds, with clear explanations of how funds will be allocated toward program delivery, staffing, and support services.
- *Innovative Program Design:* Preference will be given to vendors that present innovative approaches to youth services, including the integration of digital literacy, financial literacy, and entrepreneurship into their programming.

(B) Timeline

DOES will issue competitive procurements and grants for youth service providers through three programs in FY25:

- (1) **Pathways for Young Adults Program:** The PYAP is designed for youth to combine occupational training and work-readiness instruction to connect youth to meaningful industry-oriented work experience. Youth will be assigned to an internship with an approved employer. Youth must commit to work between 25-40 hours per week throughout all phases of the program.

3 of 3 current FY24 Vendors with option years that will be executed in FY25

- 2 via Grant award
- 1 via HCA (procurement)

Timeline for New Competition in FY25

Payment Vehicle: Grant

RFA Release: November 2024

Vendor Selection and NOGA: December 2024

Program Launch: January 2025

Initial Monitoring and Review: April 2025

- (2) **Youth Earn and Learn Program:** The purpose of YEALP is to provide out-of-school youth between the ages of 16 to 24 (OSY) with the educational and work readiness skills and credentials to obtain unsubsidized employment and build successful careers. DOES aims to fund integrated service models that embrace a holistic approach by addressing the educational, employment, and social service needs of OSY.

3 of 6 current FY24 Vendors with option years that will be executed in FY25

- 2 via Grant award

DOES Out of School Youth Program Procurement Plan

- 1 via HCA (procurement)

Timeline for New Competition in FY25

Payment Vehicle: Grant

RFA Release: December 2024

Vendor Selection and NOGA: January 2025

Program Launch: February 2025

Initial Monitoring and Review: May 2025

- (3) **Youth Innovation Grants:** YIG are federally funded initiatives provide District youth with enriching, non-traditional experiences through subsidized placements; which explores post-secondary education preparation and entrepreneurial training options in conjunction with work readiness components.

1 of 1 FY24 Vendors with option years that will be executed in FY25

- 1 via HCA (procurement)

Timeline for New Competition in FY25

Payment Vehicle: Solicitation/HCA

Solicitation Release: December 2024

Vendor Selection and HCA: January 2025

Program Launch: February 2025

Initial Monitoring and Review: May 2025

III. Continued Engagement with the WIC:

In this procurement process for FY25, DOES will maintain an active partnership with the WIC, which will include:

- Collaborative Procurement Planning: As required, DOES submits this procurement plan to the WIC for review, including details such as the proposed procurement type, priorities, and timeline.
- Solicitation Development: The WIC and DOES will coordinate to draft and review Requests for Applications and solicitations for youth services. Competitions will be developed following District procurement regulations and grantmaking laws, with the WIC ensuring alignment with workforce goals.
- Competitive Solicitation and Vendor Selection: DOES will manage the competitive solicitation or grant process for selecting youth service providers. This will involve evaluating vendors based on their ability to deliver key program elements and meet WIOA performance accountability measures.

DOES looks forward to receiving any additional feedback from the WIC on the procurement plan in a timely manner. If you have any questions, please contact Kenneth Walker, Deputy Director, Workforce/Federal Programs at Kenneth.walker@dc.gov.

DOES Out of School Youth Program Procurement Plan

Attachment A: Current Vendors and 14 elements

#	Element Name	OSY Provider's currently providing service and community agencies that provide services
1	Tutoring, study skills training, instruction, and dropout prevention services	CIRTE Toni Thomas CSW (partner with Penn Foster University and Goodwill Excel)
2	Alternative secondary school services and dropout recovery services	CIRTE Time for Change (partner with Academy of Hope) Toni Thomas CSW (partner with Penn Foster University, Academy of Hope, Luke C Moore, and Goodwill Excel)
3	Paid and unpaid work experiences	PYAP BAU & YIG BAU CIRTE Toni Thomas Time for Change CSW (Partner with the consortium for sustainable workforces, and UDC East Capitol Urban farms)
4	Occupational skills training	PYAP BAU & YIG BAU CIRTE Time for Change Toni Thomas TIS CSW (partner with VANCE TECHNOLOGIES; C&W SECURITY, DYNAMIC PHLEBOTOMY)
5	Education offered concurrently with workforce preparation and training	PYAP BAU & YIG BAU CIRTE Time for Change Toni Thomas TIS CSW (partner with BROTHEHOOD OF ELECTRICIANS LOCAL 602 STEAMFITTERS)
6	Leadership development opportunities	PYAP BAU & YIG BAU CIRTE (partner with Girls Global Academy, PCC) Time for Change Toni Thomas CSW
7	Supportive services	PYAP BAU & YIG BAU CIRTE CSW (partner with DHS, OSSE, and DOES) Dramatic Solutions

DOES Out of School Youth Program Procurement Plan

8	Adult mentoring	PYAP BAU & YIG BAU CIRTE Toni Thomas CSW (partner with Big Brothers and Big Sisters DC and Girls Inc DC)
9	Follow up services	Dramatic Solutions CIRTE Time for Change CSW
10	Comprehensive guidance and counseling	PYAP BAU & YIG BAU Time for Change Dramatic Solutions CSW (partner with DHS, Champs DC, and Access Helpline DC)
11	Financial literacy education	PYAP BAU & YIG BAU Time for Change CIRTE (Partner with Buildwithin) Toni Thomas partner with 3 IT Accounting TIS CSW (partner with Capitol Area Asset Builders (CAAB))
12	Entrepreneurial skills training	PYAP BAU & YIG BAU CIRTE CSW (partner with CAAB and Score DC)
13	Services that provide labor market information	PYAP BAU & YIG BAU CIRTE Time for change Toni Thomas CSW
14	Post-secondary preparation and transition activities	PYAP BAU & YIG BAU CIRTE Time for change CSW Dramatic Solutions