



## **FY 2022 Employer Partnership Training Questions and Answers**

### **1. When does the online application system open?**

The online application system opened on Monday, January 10<sup>th</sup>. To access, visit <https://www.zoomgrants.com/gprop.asp?donorid=2407&limited=3877> A recording of the live demonstration on how to submit an application can be found here: [ZoomGrant Demo-Employer Partnership](#)

### **2. Some of the existing HELC providers are at capacity. What do we do if none of them can take on new partners? Is there a back-up plan for accessing an approved provider of a recognized credential?**

The hope would be that through the resources provided by this grant, both the employer and training partner/organization would be able to deliver the proposed training (for either incumbent or new workers). Feedback we received from training organizations as part of the development of this grant was that if they are able to benefit and pay for additional training or support staff, they would be able to add additional cohorts and partner with employers seeking to establish training. If you're unable to identify a HELC-approved training organization, you may want to consider the Institutions of Higher Education--they, too, would be eligible training partners. If you have a specific credential or industry you're considering, that will help us better understand the challenge you're trying to solve.

### **3. How would you differentiate an instructor from a consultant regarding eligible expenses?**

Costs for the instructor and/or costs incurred by the training organization are considered eligible expenses, in addition to costs that the applicant may incur to run the program. All costs should be detailed in the application and included in the budget.

### **4. Do you have an updated date for when the budget template will be added to the WIC website?**

The budget template was discussed during the online application system demonstration on January 10<sup>th</sup>. To view the demonstration, please visit [ZoomGrant Demo-Employer Partnership](#) for more information.





- 5. The info session slide deck from the website mentions a letter of commitment. I don't see a mention of it in the RFP Can you clarify where it's located in the RFA and if it's still applicable?**

All organizations that the Applicant proposes to work with (i.e., a training organization) to deliver the grant, should submit a commitment letter that articulates their organization's commitment to supporting the project--the letter should restate the role that they are agreeing to play, and is essentially evidence of their support for whatever is being proposed in the application. If you would like to include letters that speak to past performance or that validate information that is shared in the application, those can be uploaded with the application but are not required.

- 6. Please send me a link to the recording of the information session.**

Here is the link to the December 15<sup>th</sup> Information Session:

<https://dcnet.webex.com/recordingservice/sites/dcnet/recording/a8911e983ff4103abdf0050568c3ae2/playback>

- 7. In reviewing the attached employer partnership training grant materials. Can you confirm when the info session #2 will be, please?**

The information session for Grant Round #2 is February 15<sup>th</sup> @ 10:00 am. To access, click here:

<https://dcnet.webex.com/dcnet/j.php?MTID=mcd2426c2a7a0289dc5b60e323206d7af>  
or join from a mobile device: 1-202-860-2110, pin: 23243343170

- 8. Can you send me the link to the FAQ's from the information session?**

Please click on the link: [FAQ FY2022-Employer-Partnership-Training-Grant-WEBEX-questions.docx \(live.com\)](#)



## **Addendum to the RFA**

### **Correction:**

**Letter of Support:** All organizations that the Applicant proposes to work with (i.e., a training organization) to deliver services, should submit a commitment letter that articulates their organization's commitment to supporting the project--the letter should restate the role that they are agreeing to play, and is essentially evidence of their support for whatever is being proposed in the application.

### **Note:**

Last day to email questions is January 19, 2022. Answers will be posted on Friday, January 21, 2022 on [dcworks.dc.gov](https://dcworks.dc.gov). No further guidance will be offered.