

REQUEST FOR PROPOSAL

TANF Youth Employment & Training Program

The Pocono Counties Workforce Development Board (WDB) has developed a Request for Proposal (RFP) to solicit training providers for TANF Youth Employment and Training component to our Year Round Youth Program under Title I of the Workforce Innovative Opportunity Act (WIOA). These programs should serve 15 to 30 eligible youth between the dates of 7/1/2021 through 6/30/2023.

Program proposals should incorporate the following features:

1. Training site should be located to provide easy access for Monroe County Youth.
2. Programs must incorporate Career Pathways.
3. The entire day must be supervised by at least one skilled supervisor..
4. Training proposals must include provisions for recruiting eligible youth participation, conducting assessment of participants' aptitudes, interests, and basic skill levels, and developing Individual Service Strategies for participants to help them achieve their employment goals. Case Management services for participants must also be included.

Program design must include (but is not limited to) the following elements:

Must include provisions for job search/job club activities to assist participants in securing unsubsidized employment.

Must include pre-employment work maturity skills, job search skills, basic skills remediation, career decision making, and life skills training designed to facilitate participants' ability to find and retain employment in their area of interest.

Must include provisions to develop and place individuals into unsubsidized employment with private or public sector employers. This design should be motivational, creative and interactive in order to maintain participant interest.

The overall objective of the training is to provide TANF youth participants with training that will provide pre-employment work maturity competencies and skill specific employment competencies that will lead to employment opportunities for the participants.

5. Provider must list all costs associated with this program.
6. Provider must provide the PA CareerLink in Monroe County with quarterly evaluations of student's progress and suggestions on how the component can best be utilized to benefit the youth's career goals. Provide quarterly report to the CareerLink Administrator.
7. Program provider must conduct pre-testing to determine if the applicant is suitable for this program.

8. Training provider must have demonstrated experience in this area of training and a proven success rate.
9. An individualized plan for each participant, identifying educational and employment goals, test results, identified barriers to employment must be provided to the PA CareerLink® in Monroe County and updated quarterly.
10. Final report at program end will be sent to the PA CareerLink® Monroe County with recommended suggestions for future program improvements.
11. TANF Youth eligibility:
 - a. Youth ages between 12 and 18 years old and,
 - b. TANF eligible or
 - c. Food Stamp eligible or
 - d. Low Income (under 235% of poverty guidelines)
12. Questions regarding this RFP should be directed to Deborah Harrison at the PA CareerLink® Monroe County at (570) 620-0782.