

**NWX-DOL-1**

**Moderators: Jason Olsen, Carol Boyer, and Shaun McGill**

**July 17, 2014**

**1:30 pm CT**

Coordinator: Thank you for standing by. I'd like to inform all parties that today's conference is being recorded. If you have any objections you may disconnect at this time.

For assistance during the conference please press Star Zero. Thank you and you may begin.

Jason Olsen: Hello everyone, and thanks for calling in today to today's call. This is a call being hosted by DOL Department of Labor's Office of Disability Employment Policy concerning the solicitation for cooperative agreement.

This SCA is called the National Employer Policy Research and Technical Assistance Center on the Employment of People with Disabilities.

First off, let me go through what our outline is going to be today along with our agenda. My name is Jason Olsen, and I'm a Senior Policy Advisor here at Department of Labor.

For today's call, one of the things we're going to start off discussing is important dates and actions to complete. Then we'll move down to what happens after application submission.

We'll continue on to content and form of application submission. We'll also discuss reasons and application will be deemed as non-responsive and not considered.

We'll talk about Part 1, the Cost Proposal, Part 2, the Project Narrative, Part 3 Attachments to the Project Narrative.

We'll also discuss the Purpose and Goals of the Technical Assistance Center, Additional Goals of the center and Required Activities and Other Required Activities.

We'll discuss the Eligibility Requirements. And finally we will be answering questions posed during this call.

These questions will be answered as far as whoever asks them first. But I will tell you that on this call, we won't be answering any questions outside of this solicitation.

And for any questions you pose, you do not need to say who you are or where you are from if you choose not to.

Let me welcome the prospective applicants and tell you who is all here from the Office of Disability Employment Policy.

On the SCA Team, the Solicitation for Cooperative Agreement Team we have Akinyemi Banjo, Carol Boyer, Patrick Cokley, Randy Cooper, Shaun McGill, Colet Mitchell, and Susan Picerno.

Once again, the overall of this SCA will be moderated by myself, Carol Boyer, and Shaun McGill.

For those of you interested, this conference call is being recorded and the transcript will be posted in approximately ten days after today's call.

You will be able to locate that at <http://www.dol.gov/odep/topics/grants.htm>. And once again that's <http://www.dol.gov/odep/topics/grants.htm>.

With that, I will turn the call over to Shaun McGill who will start the presentation of information.

Shaun McGill: Thank you, Jason. Good afternoon everybody or good morning depending on where you are.

I'd like to start off by going over important dates and actions to complete. First I'd like to go over the closing date and time for submission.

August 11, 2014 is the closing date no later than 5:00 PM Eastern Time.

Deadline for submission of technical questions July 23, 2014. Prospective applicants' conference call is today so if you're on congratulations. Anticipated date of award is September 30th, 2014.

Amount of the award is up to 1.85 million. Funding of the 1.85 million will be awarded through a competitive process for the first budget year of a cooperative agreement covering a 60-month performance period.

Applications will be accepted via electronic submission at [www.grants.gov](http://www.grants.gov) or by hard copy to include electronic copy or CD hand delivered or mailed to the grant officer at the following address and I'll repeat it. US Department of Labor, Office of Procurement Services, 200 Constitution Avenue Northwest, Room S430, Washington DC 20210, reference SCA14-06 Attention: Cassandra Mitchell. That's C-A-S-S-A-N-D-R-A Mitchell, M-I-T-C-H-E-L-L. And her title is Grant Officer.

And I'll repeat that address one more time. US Department of Labor, Office of Procurement Services, 200 Constitution Avenue NW, Room S as in Sam 4307, Washington, DC 20210, Reference SCA that's Sam, Charlie Alpha 14-06, Attention: Cassandra Mitchell Grant Officer.

Carol Boyer:

Thank you, Shaun. This is Carol Boyer, and I just want to go over very important pieces of information and action steps that you must complete.

Number 1, and I'm going to refer to the page number that they're on from time to time during this so that you know what I'm speaking about.

This is on Page 2 of the SCA. The additional budget year funding may be available based on recipient performance and the ability of funds.

Additional application packages and amendments to this SCA may be obtained in the ODEP Web site address at [www.dol.gov/odep](http://www.dol.gov/odep) and the Federal Grant Opportunities Web site address at <http://www.grants.gov>, that's GRANTS.gov.

Applicants must register. This is very important. You must register for the system for award management which is called SAM before submitting an application. And the instructions are there at that page.

And you must maintain an active SAM registration. And more details are given on those pages which are Pages 48 to 49 in the SCA.

Other important steps that you must do is you must follow the Get Registered instructions. This is on Page 59 of the SCA. And it gives you all the information and all the steps.

And very important to note that this can take as much as four weeks to complete.

So if you did not do this yet, please do so as quickly as possible. And so this is an important thing. And all the details are there on Page 59.

And again if you - you probably have already registered. If you want to receive updates because all of you are on this call, you obviously applied for the updates because you got the information about the phone call for today's conference call because that was posted last week.

Other important information and actions to complete are you need to have a DUNS number, a DUNS the Dun & Bradstreet number. This is referring to Pages 49 to 51 as well as Page 59. And all of that information is listed there.

And the applicants must register the individual who is able to make legally binding commitments for the applicant organization as the AOR.

This step is called the authorized organization. This step is often missed and it is crucial for valid submission.

What happens after submission? I'm going to have Shaun just do a little bit of that.

Shaun McGill: Okay, thank you, Carol. When a registered applicant submits an applicant with [www.grants.gov](http://www.grants.gov), an electronic time stamp is generated within the system when the application is successfully received by [www.grants.gov](http://www.grants.gov).

Within two business days of application submission, grants.gov will send the applicant two email messages to provide the status of the application's progress through the system.

The first email, sent almost immediately, will contain a tracking number and will confirm receipt of the application by grants.gov.

The second email will indicate the application has either been successfully validated or has been rejected due to errors.

Only applications that have been successfully submitted by the deadline and subsequently successfully validated will be considered.

You can find this information in the SCA on Page 60.

Carol Boyer: All right, moving right along, we're going to go very briefly through the content. It's one that's needed for application submission.

Proposals submitted in response to this SCA must consist of three separate and distinct parts.

Number 1, Part 1 is called the Cost Proposal. Part 2 is the Project Narrative and Part 3 is Attachments to the Project Narrative.

Applications that do not contain all of the three parts or fail to adhere to the instructions in Section IV of the SCA will be deemed non-responsive and will not be reviewed.

It is the applicant's responsibility to ensure that the funding amount requested is consistent across all parts and subparts of the application. And this is on the SCA Page 49.

And then on Pages 49 to 50, it gives a very detailed information about reasons an application will be deemed non-responsive and not considered. That would be submission of a budget in excess of a maximum amount indicated in Section IIA.

Failure to register with SAM before application submission and include a DUN & Bradstreet DUN, DUNS number, failure to provide an SF that's like Sam, Frank 424 Form including the DUNS number and the Sam Frank 424A and a budget narrative.

Failure to include all sections of the proposal and all required attachments exceeding the specified page limit, submission of in excessive materials. We'll review what that's all about later.

Late submission is outlined on these pages. I will not go through all the details. Let's go to Part 1. The Cost Proposal must include this SF standing for Sam Frank 424 the Application for Federal Assistance which is OMB Control Number 4040-0004. That's 4040-0004.

And we give all the different information on that and these - in the SCA Pages 50 to 51. And you'll find all the details there.

Cost Proposal continuing. The applicant must provide a concise narrative explanation to support the budget request. The Budget Narrative must have that. It must provide a description of costs associated with each line item on the SF standing for Sam Frank 424A like in Apple and any assumptions that are made, should include a description of leveraged resources provided as applicable to support cooperative agreement activity.

Note the entire federal collaborative agreement amount requested (not just one year) must be included on this SF Sam Frank 424 and the SF Sam Frank 424A as in Apple and budget narrative.

No leveraged resources should be shown on the SF424 and the SF424A, et cetera. This is all listed on SCA Page 51.

Shaun McGill: Okay Part 2, Project Narratives. The successful applicant will describe the comprehensive plans for providing the services and accomplishing the goals discussed in Section 1A which is the background and 1B which is description and purpose of the SCA.

Additional guidance on what should be addressed is contained in Section 5 of the SCA.

Limited to 60 double-spaced single-sided 8-1/2 by 11 inch pages with 12-point font and 1-inch margins.

Any materials beyond the specified page limit will not be read.

Applicants must begin with the Page Number 1. Note required attachments and other attachments are not part of the 60 double-spaced single-sided page limits.

Applications that do not include Part 2 the project narrative will be considered non-responsive and not reviewed. You can find this information on Page 51 and 52 of the SCA.

The applications should align with required activities in IB2, must be described in detail how the proposed center will approach the required activities related to each focus area as described in Section IB2a as in Alpha.

Analysis of research, policies of practices, research on employer engagement strategies, outreach and customized technical assistance to targeted employers, i.e., federal agencies, federal contractors which include small businesses, and state government.

Performance monitoring and evaluation of employer engagement and technical assistance strategies and approach to the other required activities for services described in Section IB 2b that more broadly contribute to achieving the goals of the center and supporting ODEP in its employer policy development activities.

You can find this information on Page 52 of the SCA.

Carol Boyer:

Moving along, some more information about the Project Narrative Required Activities. It should cover the entire 60-month performance period. And for the first year, the Narrative should include considerable specificity and detailed milestones.

For the remaining years, it should describe how the applicant will continue to meet the goals of the SCA and include the timing of major milestones and outcomes.

The applicant will be able to modify the proposed work plan for years two through five prior to the funding of those years.

The applications received will be reviewed in the context of the 60-month performance period and must clearly indicate how proposed activities

coordinate with or build on but do not duplicate existing publicly funded or private technical assistance activities targeted to employers such as ADA Technical Assistance Centers, the National Institute of Disability and Rehabilitation Research R-R-T-Cs—which stands for Rehabilitation Research and Training Centers and other NIDRR, N-I-D-R-R-funded employment- related projects. Please see SCA Pages 52 to 53.

The Project Narrative should also describe evidence the applicant possesses the requisite expert knowledge and experience to carry out the required activities with demonstrating that it has the knowledge, experience, and capacity to analyze existing disability employment research policies and practices especially as it pertains to employers within federal agencies, federal contractors including those that are small businesses, and state governments; analyze and interpret the federal legislation and regulation to assess the potential impact on employers including federal contractors; conduct ad hoc analysis on relevant policy topics and issues; draft policy briefs; develop legislative policy recommendations; and coordinate and organize congressional briefings.

Last, and continuing, to assist employers with an implementation of effective recruitment and hiring, retention and advance some policies and practices is on Page 53 of the SCA.

Again we're continuing the Required Activities: develop and deliver effective technical assistance products and services, use technology and online tools to deliver acceptable technical assistance, conduct analysis of labor market information data to project high-growth jobs and industries and selected demographic areas, use evaluation methodologies to analyze the outreach and technical assistance (materials, media, delivery, and outcomes) the center develops and provides to employers (federal agencies, federal contractors, and state governments) and to track and evaluate employers adoption and implementation of successful policies and practices related to increasing disability requirement hiring, retention, and advancement. Please see SCA Pages 53 to 54.

Shaun McGill: Continuing on with Required Activities, applications should demonstrate the applicant's expert knowledge of current workforce issues facing employers, should demonstrate the applicant's knowledge of and relationships with

other technical assistance resources that serve employers related to disability employment.

Must also specifically discuss how the center will use the ODEP alliances in analyzing police and practices in conducting outreach and providing technical assistance to employers.

You can find this information on Page 54 of the SCA. Continuing on, the application must have a detailed 1- month management plan. I'm sorry, we're on Project Management Evaluation Plans now.

The application must have a detailed 12-month management plan and project goals, objectives, activities, and expected outcomes, a logic model. See the attachment on the SCA must be included to illustrate the connection between cooperative agreement activities output and outcomes.

Carol Boyer: This is Carol. I wanted just to step in that all of you should have received a copy [of the ODEP Logic Mode] if you are on the grants.gov registration to be notified.

Ms. Mitchell, Cassandra did post that logic model along with notification of this phone call.

Shaun McGill: Okay continuing on Project Management and Evaluation Plans, the application must have a detailed 12-month timeline for project activities.

A discussion of the applicant's approach to achieving the goals of this SCA over the 60-month performance including major milestones and outcomes.

A detailed outline for an evaluation of the program that references the connection between cooperative agreement activities and ODEP's outputs and outcomes including the applicant's commitment to working with ODEP on all evaluation activities.

A description of procedures and approaches that will be used to provide ongoing communication, collaboration with, and input from ODEP's Project officer on all cooperative agreement-related activities.

You'll find this information on Page 54 and 55 of the SCA.

Carol Boyer: I'm going to start with Project Narrative Staffing which is on Page 55 of the SCA. All applicants will develop a written plan for becoming a model employer of people with disabilities which includes specific strategies for recruiting, hiring, accommodating, retaining, and promoting job seekers and workers with disabilities who will be part of the staff employed by the center. A report detailing the efforts provided under this plan shall be provided to ODEP semi-annually. Also, ODEP will provide comments regarding the report including a corrective action plan if necessary.

Part 3: Attachment to the Project Narrative. Applicants must include the following in addition to the Project Narrative. An abstract of no more than three single-spaced single-sided pages on 8-1/2 by 11-inch paper with standard margins throughout that identifies the following:

The entity that is applying for the cooperative agreement, the required partner organization and any optional partners; an overview of how the applicant will carry out the tasks, strategies and policies described in the SCA; a Memoranda of Understanding and/or letters of intent with required and any optional partners describing the level of involvement of the partner and the partners and expertise; samples of technical assistance and training materials in accessible format; a logic model that aligns with ODEP's logic model and illustrates the connection between the center's goals, inputs, activities, outputs and outcomes and ODEP's outputs and outcomes; and an organizational chart for staff that will operate the proposed projects. This is referenced on Pages 55 to 56 of the SCA.

Additional attachments shall be an outline for an evaluation of the cooperative agreement that references the connection between cooperative agreement activities and ODEP's outputs and outcomes including the applicant's commitment to working with ODEP and its potential third-party evaluator on all evaluation activities; resumes of key personnel including consultants and subcontractors who will play a substantial role in the project; documentation of staff's other commitments; most recent financial audit of entity put forth as the fiscal agent with the overview and summary report only; and a description of the types of employer contracts, alliances, networks and other contact with the business community that the applicant has in its history and may be able to utilize in the future for the purposes of the cooperative agreement.

Please note: Attachments again are not included in the 60-page limit for the Project Narrative. Applications that do not include the required attachments will be considered non-responsive and will not be reviewed. The required attachments must be affixed as separate clearly identified appendices to the application. And this is noted on Page 56 in the SCA.

Shaun McGill: Purpose of the Technical Assistance Center. The Purpose is to increase the commitment and capacity of employers to recruit, hire, retain, and advance people with disabilities by analyzing employer research, policies, and practices related to disability employment; conducting research on effective employer engagement strategies; and developing and providing outreach and technical assistance to targeted employers, e.g., federal agencies, federal contractors including small businesses, and state governments. You can find this information on Page 11 of the SCA.

Additional goals of the center are to develop and deliver technical assistance materials based on research-based evidence including but not limited to findings from Wharton's Business Engagement strategy research as well as other relevant disability employment research funded by ODEP, other federal agencies or other organizations; inform its approach by analyzing and examining existing employer policies and practices to determine which ones are most effective in facilitating the recruitment, hiring, retention, and advancement of people with disabilities; and promote the adoption and implementation of policies and practices identified as most promising and evaluate the success of the strategies, tactics and materials used to encourage and convince employers to adopt and implement such policies and practices.

You can find this information on Pages 11 through 12 of the SCA.

Carol Boyer: Okay, I'm going to go into the Required Activities. There are four focus areas.

Number one is analysis of research policies and practices. Number two, research on employer engagement strategies; three, outreach and customized technical assistance to target employers which are federal agencies, federal contractors, and state governments; and number four, performance monitoring and evaluation of employer engagement and technical assistance strategies. And that's listed on Pages 12 through 28 of the SCA.

And other required activities or services are listed on Page 29 of the SCA. It is to build upon existing relationships. (I'm not going to read every single part of it.) Actively participate in national conferences, state, or industry events or meetings when doing so provides significant opportunities to reach targeted audiences or gather information that will help inform the activities of the center and further the goals of ODEP.

And we give an example, it says including serving as a presenter, moderator, facilitator, or subject matter expert, but would not typically include simply attending unless this type of participation is the only or best way to get needed information or expertise on a key topic area.

Third, maintain an online resource repository of technical assistance information and an interactive Web presence.

Within 30 days of award, migrate relevant content of [askearn.org](http://askearn.org) onto the center's Web site and ensure that it is user friendly and meets high accessibility standards and provides employers with organized apprehensive and easy-to-navigate information and resources they need to advance the employment for people with disabilities. This is on Page 29 of the SCA.

Other required activities continuing: Use accessible technology tools and social media to conduct outreach to employers to seek input and provide technical assistance; conduct online dialogues for the purpose of developing policies and practices with ODEP participation and support; provide private employers with access to candidates and their workforce recruitment project program database—it's called WRP—and work with them to expand existing internship programs that include students with disabilities; provide rapid-response technical assistance, research, and limited logistics management to ODEP on current trends and issues for which ODEP must develop a policy position or official response; serve as liaison with the Circle convening periodic meetings or otherwise facilitating exchange of information among participants and with ODEP; provide logistical support to ODEP events as identified by ODEP; and conduct literature reviews of topics relevant to the delivery of technical assistance and employers in the targeted groups, keep current on research and development in these areas. This is listed on Pages 29 to 30 of the FDA.

Shaun McGill: Other requirements continued: Accessible deliverables. All deliverables produced by the recipient of the cooperative agreement must be accessible.

See definition in Section 1C of the SCA and eligibility information in SCA Section 3E Universal Access and Design.

Staffing: Project management will oversee all the administrative requirements of the cooperative agreement, review all deliverables and work with team members and partners to meet the goals of the cooperative agreement.

Project manager must demonstrate at least five years of experience in areas relevant to the requirements of this solicitation and at least five years of experience in project management.

The applicant must ensure sufficient time has been allocated to the project manager's activities to meet all required responsibilities. They must ensure that other resources are leveraged to meet the goals of the cooperative agreement.

Required partners should round out the experience of the project manager and should demonstrate experience working with small, medium, and large employers and/or offer public policy and research experience. They will be an integral part of the work performed by the cooperative agreement. You can find this information on Page 30 through 31 of the SCA.

Other Requirements continued: The applicant must obtain a professional editor, must hire a training professional with demonstrated experience in training employers and who will not serve in the capacity as a principal.

Performance management and evaluation: Must participate in data collection, analysis, and reporting related to ODEP's operating plan, Government Performance and Results Act or GPRA measurements, and other similar requirements; must also respond to specific data collection and analysis requests as they arise to support ODEP priorities and initiatives; they will collect, analyze, and report data on the types, number, and percentages where appropriate of a) contacts by the type of communication received and by types of entities making the contact; b, Web site activity, Web Page requests, and unique visitors; c, social media activity; d, publications and products created; and e, publications and products distributed and to whom.

You must report information for results from an ongoing evaluation from any ongoing evaluation activities and/or customer satisfaction surveys conducted and must also cooperate with any independent evaluation that may be conducted by ODEP.

This evaluation may include the collection of data elements beyond the performance metrics described above. You'll find this information on Pages 31 through 32 of the SCA.

Carol Boyer:

All right and moving along with Eligibility Requirement—this can be found on Page 38 of the SCA. An applicant must be one of the following four types of entities: business membership association, an institution of higher education, employment service provider, or national disability-serving organization.

The applicant should have commitments for third parties for partnerships to start upon the award date.

Applicants are required to have a partnership with entities from each of the other eligible applicant categories as well as with the top-tiered business school and a state policy association.

Applications that do not include each of the five required partners will be considered nonresponsive. The eligible applicant can fulfill no more than two of the required partnership roles.

For example an institution of higher education may also be a top-tiered business school. Additional partners can be proposed and significantly contribute to the goals of the solicitation and this is listed on Page 38 of the SCA.

Continuing with Eligibility Requirements: Applicants must possess at least five years' experience in their respective area of expertise and specifically delivering outreach and technical assistance to employers directly or to other organizations that serve employers such as business membership association and/or employment service providers; must have partnerships in place with one entity from each category of organization listed as eligible applicants other than the applicant's category in the following entities, top-tiered business school (and we give the details on that on Pages 38 to 40 and 42), state policy-related associations which may include such state associations as a

National Governors Association, the National Conference of State Legislators, the Council of State Governments, or another state policy related organization. Partners in this category should possess at least five years' experience disseminating effective employment policies and practices.

And lastly, to conclude, we're going to give—before we take questions if applicants have such, if you need assistance—if applicants encounter a problem with [www.grants.gov](http://www.grants.gov) and do not find an answer in any of the other resources, you may call 1-800-518-4726. I will repeat that: 1-800-518-4726 and speak to a customer support representative or you may email support S-U-P-P-O-R-T@grants G-R-A-N-T-S.gov, that's support@grants.gov.

And the Contact Center is open 24 hours a day seven days a week. It is closed on federal holidays.

And now, we will be glad to take questions. We did not receive any questions as of this morning or last night.

Jason Olsen: Well thank you, Carol and thank you, Shaun.

Carol Boyer: Okay.

Jason Olsen: I wanted to –this is Jason again. I wanted to take a moment before we move into the questions to give you basically how the format for the questions is going to work.

But I reiterate no questions outside of the solicitation will be answered. Once again, you do not need to say who you are or where you are from, i.e., who you work for or who you're representing.

For those of you who have just joined the call, we also stated that the conference call is being recorded and the transcript will be posted in approximately ten days after today's call at <http://www.dol.gov/odep/topics/grants.htm>.

The way the format for the questions will work today is you will state your question. We'll repeat the question to you to ensure that it is accurate.

Then we will place you on a brief hold while we look at the SCA. And we will come back on the line and then give you the answer.

So once again if you pose the question, we will repeat that question to you. We'll place you on a brief hold, and then we will be giving you your answer.

So with that, let's open it up to the first question. As I said, you do not need to state who you are or where you're from if you do not wish to. But please go ahead and state that you have a question, and we will begin the question and answer session.

Woman: I have a question.

Jason Olsen: Yes ma'am?

Woman: Can you explain whether the \$1.85 million is over the 60-month period or is that yearly?

Jason Olsen: The question is whether the \$1.8 million is over the five year period as in \$1.85 million for the entire five years or whether it is \$1.85 million per year is that correct?

Woman: Correct.

Jason Olsen: Okay. Give us one moment, and we'll be right back with you.

Woman: Sure.

Shaun McGill: Okay, the answer is ODEP has up to \$1.85 million available under this competition and expects to fund the first year of one cooperative agreement. Any cooperative agreement application with the proposed value greater than \$1.85 million will be deemed nonresponsive and will not be considered. You can find this information on Page 36 of the SCA.

Jason Olsen: Superior performance.

Shaun McGill: Oh and to be clear, also the superior performance this award will be for a 60-month period of performance and will fund the first 12 months' budget period.

Applicants should plan to fully expend funds during the budget period while ensuring full transparency and accountability for all expenditures.

Jason Olsen: Thank you, Shaun.

Shaun McGill: You're welcome, Jason.

Carol Boyer: Do we have another question?

Woman: I have a question.

Carol Boyer: Yes ma'am. What is your question?

Woman: On Page 31 you have—there is a reference the center must hire a training professional with demonstrated experience in training employers and who will not serve in the capacity as principal. Could you explain what will not serve in the capacity of the principal means in the context of the solicitation?

Shaun McGill: Okay, so your question is about on Page 31 who is ineligible to serve as the principal?

Woman: Yes, that will, who will not serve in the capacity of a principal. And I want to know how, what a principal is, how principal is defined in the context of the solicitation.

Shaun McGill: Okay. Give me one moment, and we'll get back with you.

Carol Boyer: Okay. We did not directly explain what we meant by principal in this SCA but what we meant was the project manager. That was what we meant by the project manager.

Shaun McGill: That's who the principal would be.

Carol Boyer: The principal would be the project manager of the SCA. Does that answer your question?

Woman: Yes. Thank you very much.

Carol Boyer: Okay. Thank you. Do we have another question?

Jason Olsen: Is there anyone else have any questions about the SCA?

Woman: I have a question.

Jason Olsen: Don't be afraid to ask five in a row.

Woman: The way this is written is it the expectation that the grantee will in fact be taking over EARN and the WRP?

Jason Olsen: So you're asking if it's the expectation of the awardee a grantee to take over the WRP?

Woman: And EARN.

Jason Olsen: And EARN.

Carol Boyer: What do you mean by taking over WRP?

Woman: I think that's actually what I want clarification about because there's reference to - I don't have the page in front of me.

There's reference - it's referenced that they'll be using that to connect employers with jobs but it's not clear whether that means that the expectation is that the grantee will actually operate that site or whether it will continue to be operated by the current operator?

Jason Olsen: Okay. Give us just one moment. And you're wondering what we mean by takeover of the WRP and the EARN as far as...

Woman: Or what your intentions are about what this grantee's relationship will be to WRP and EARN.

Jason Olsen: Okay. We'll be right back with you.

Carol Boyer: Okay. Okay, we're here. Thank you for waiting. First of all this is a two-part question. You asked about EARN and WRP.

First of all, the EARN database is listed on Page 29. It is the third bullet on Page 29. Let's talk about EARN first which is the Employer Assistance

Resource Network. It is to maintain an online resource repository of technical assistance information and interactive Web presence, within 30 days of award migrate relevant content of the askearn.org onto the new center's Web site ensure that it is user-friendly, meets high accessibility standards and provides employers with organized comprehensive and easy to navigate information resources they need to advance employment for people with disabilities.

Shaun McGill: The second part of your question was about WRP. And that is on Page . . . Thirty.

Carol Boyer: 30. And it states...

Shaun McGill: The second bullet.

Carol Boyer: ...the second bullet it says provide private employers with access to candidates in the WRP database and work with them to expand existing internship programs that includes students with disability.

Does that help to answer your question?

Woman: I'm not quite sure what provide access to employers means. So is that - I'm not - it seems rather interact the language but perhaps I'm the only one who doesn't understand it.

Carol Boyer: Well it does say just provide access to the database. It doesn't say...

Shaun McGill: Yes.

Carol Boyer: ... something else. It says provide access.

Jason Olsen: Do we have any other questions or who would like to pose another question?

Woman: I have another question about the amount of money. You had indicated that it is the up to \$1.85 million in the first year. But does that mean that the amount of money available for the four additional years is not certain?

((Crosstalk))

Carol Boyer: Repeat the question?

Jason Olsen: So your question is whether or not the \$1.85 million is the same amount that will be awarded every year for the 60-month performance period is that correct?

Woman: Correct.

Jason Olsen: Okay. Give us just one moment and we'll be right back with you.

Woman: Thank you.

Carol Boyer: Okay we are back. We want to answer that question about the funding. This is located on Page 36 C - it's B & C, B is the period of performance and then C, is the continuation award. I will read that.

ODEP in its discretion may make available continuation awards for additional 12-month budget periods till the end of the period of performance.

Prior to awarding continuation awards, ODEP will review , recipient progress to determine if approved application targets and projected outcomes are being met, two recipient's spending to determine if funds have been expended in a manner consistent with the approved application of budget, and three recipient compliance with application assurances and award provisions. Does that help answer your question?

Woman: Yes. It's just that I was hoping that there would be a certain amount that we could say if the quality of a program was good that we could anticipate that amount of funding. But I don't think that can be stated here.

Shaun McGill: Right.

Carol Boyer: We're going to read Part A on that same Page on Page 36. ODEP has up to \$1.85 million available under the competition and expects to fund the first year of one cooperative agreement. Any cooperative agreement application with a proposed value greater than \$1.85 million will be deemed nonresponsive and will not be considered.

Woman: Yes. Okay, thank you.

Carol Boyer: Okay.

- Jason Olsen: Okay. Moving on what is - does anyone have another question or who would like to pose the next question?
- Does anyone else have any further questions?
- We're here till 4:30 no matter what folks, so if you've got a question, feel free to ask it.
- I heard someone take a breath.
- Carol Boyer: Yes we are required to stay till 4:30 if we need to because somebody might come on the call at 4:15 Eastern Time and we need to be available so we will be here.
- But there's no other questions at this time?
- Woman: Can you indicate what universities have been involved in the past and must an organization if they feel they qualify if they are eligible be connected university that already has received funding in the past through ODEP?
- Jason Olsen: So your question is can we indicate what universities have participated in the past and if it's required that you be connected to one of those universities...
- Woman: For any...
- Jason Olsen: Is that correct?
- Woman: ...university that can be a partner with an organization?
- Jason Olsen: So if you need to be connected to any university and...
- Jason Olsen: Can you be connected to any university?
- Carol Boyer: Can be the other part of the question was what universities have participated with ODEP grants in general.
- Woman: Right. And is it pivotal that this application process assures that an organization is connected and working in partnership with the university?

Jason Olsen: Okay, give us one moment.

Carol Boyer: Page 30 (unintelligible).

((Crosstalk))

Carol Boyer: Okay we are back and if you look at Page 7 this - there's sort of a two-part question I believe.

The first part was what universities have participated with ODEP's grants in general or grants related to this? If you look at Page 7, we do list the current project. It does list that with Cornell University and research that Cornell has done.

And you also can look at the ODEP Web site [www.dol.gov/odep](http://www.dol.gov/odep), and just look through the Web site and see what universities have been and are presently participating with ODEP's other grants as well. So you can certainly look at that.

And to answer your second part of your question under the eligibility requirements which is on Page 38 of the SCA, it very clearly states to be considered eligible an applicant has to be one of the following four: - one of the following four types of entities: A business membership association, an institution of higher education, an employment service provider, or a national disability-serving organization. And you have - it does say one of the following.

But it also states that the eligible applicant can fulfill no more than two of the required partnership roles or an institution of higher education can also be a top-tiered business school. Does that help to answer your questions?

Woman: Yes it does. Thank you.

Carol Boyer: You're very welcome.

Jason Olsen: Okay, and do we have any more questions? Okay, as I said we're going to be here till 4:30. If there are no more questions at this time, we'll go ahead and mute the line.

If at any time before 4:30 today you have any more questions, we will be here and be ready to answer them.

Woman: No they can say...

Carol Boyer: ODEP staff are still here, and if anyone has any questions, we are still here to answer any questions that may be from the group.

And again you do not need to identify yourself or your organization. And I just wanted to let you know we are here to answer questions.

Woman: (Unintelligible).

Carol Boyer: Hello this is ODEP. We sometimes hear sounds of phone calls coming in or coming out. We just want to make sure that ODEP is here to answer any questions about the solicitation for cooperative agreement.

So if you have a question, we're just checking in to let you know that we are still here to answer any questions. Thank you.

Hi. Good afternoon. This is ODEP staff again. We're just letting those of you that who are still on the line or that may have dialed in later that we are here to answer any questions regarding the solicitation for the cooperative agreement.

Thank you very much. Please state your question if you are still interested in posing a question. We are here to answer them. Thank you.

Woman: So (Roger) the transmission broke on his car.

Carol Boyer: Hello. This is ODEP coming in again. If there is anyone on the call it is about 4:14 and if anyone has dialed in and you have a question we are here to answer your question. Thank you.

Hello. This is ODEP calling - coming back in. We will be on the call for the phone for another six minutes. At 4:30 - if we have no other questions, we will disconnect from the call. Thank you.

If you have a question please ask it and we will respond but we will disconnect at exactly 4:30.

Woman: Executive Institute we can get off.

END