Northwest Pennsylvania Workforce Development Board  
Greater Erie Community Action Committee  

Request for Proposals  

For  
WORKFORCE INNOVATION FUND GRANT  

Career and Technical Education Training Provider  
for Clarion, Crawford, Erie, Forest, Venango,  
and Warren Counties  

Release Date: January 9, 2017  
Due Date: February 3, 2017  

Contract Period  
February 20, 2017 to September 30, 2018  

Responses must be received by 4:00 p.m. EST on February 3, 2017  

Deliver responses to:  

Silvana Rabat-Lavor  
Program Manager  
Workforce Innovation Fund  
PA CareerLink, Erie County®  
1647 Sassafras Street  
Northgate Commons, Suite 300  
Erie, PA 16502  

The outside of the envelope or package must clearly indicate “RFP for WIF Grant Training Provider” as well as the date. The name and address of the respondent must also be clearly printed on the outside envelope or package.  

Equal Opportunity Employer Program  
Auxiliary aids and services are available upon request to persons with disabilities.
Call for Proposals

The County of Venango, fiscal agent for the Northwest Pennsylvania Workforce Development Board (NWPAWDB), has been awarded a Workforce Innovation Fund (WIF) grant totaling $3,000,000 to be distributed over the course of 5 fiscal years. NWPAWDB has awarded the Greater Erie Community Action Committee (GECAC) as the sub-contractor to provide the delivery of case management and programming services. Additionally, an independent third-party evaluator has been selected to ensure the fidelity of the service delivery program, program performance, and evaluation measures.

The purpose of this Request for Proposals (RFP) is to solicit competitive bids for Career and Technical Education Training Providers to develop curriculum and delivery of training pursuant to the general guidelines which appear in the pages that follow. The winning bid will:

1. Develop and provide training for short term, modular training with “stackable credentials” by industry with employer input and to their specifications; specifically for the health care and advanced manufacturing career fields;
2. Training modules must develop using a “Right Skills Now” model;
3. Each training module should be a minimum of 25 instructional hours, and no more than 75 instructional hours;
4. Provide detailed, innovative training delivery and collaboration solutions and strategies that can deliver meaningful, industry-recognized curriculum and outcomes for the target populations;
5. Align with the basic parameters and project objectives established in the following pages;

Moreover, the winning agency(ies) will:

1. Be familiar with workforce development legislation, existing programming, and service delivery modalities;
2. Remain abreast of statutory, service-delivery, and funding changes that impact local workforce development;
3. Have verifiable and competitive retention, graduation, and employment rates;
4. Evidence a proven track record of collaboration with industry, non-profit, and government agencies in the delivery of nuanced and highly targeted services.

Additionally, the winning agency will be expected to:

1. Comply with all oversight, reporting, and monitoring requirements as established by the local Workforce Development Board (WDB), Chief Local Elected Officials (CLEOs), and designated administrative agency Partners for Performance (PFP) in concert with Greater Erie Community Action Committee (GECAC).
2. Work closely and creatively with all local stakeholders to develop employer focused training that will be used for curriculum development and implementation of tiered, stackable training modules beginning with basic skills and increasing in vocational and technical skill levels relating to industry career ladders.
3. Comply with all reporting and data collection requirements in a timely fashion.
4. Engage in continuous outreach to employers seeking feedback about curriculum and job openings.
5. Accept and respond in a timely manner to guidance provided by the NWPA WDB, CLEOs, GECAC and/or any of the above listed organization’s designated representative(s) with regard to:
   a. Training delivery
   b. Curriculum
   c. Program funding
   d. Compliance with Federal, State, and local guidelines and requirements pertaining to workforce development
6. Maintain accurate, complete records on all clients in a manner consistent with confidentiality requirements as established by federal and state legislation

Finally, the selected provider will be required to work closely with GECAC’s Program Manager and Case Managers to ensure:

1. Access for GECAC to any and all materials, files, or documents necessary to ensure compliance with grant guidelines
2. Non-duplication of services delivered via alternative funding streams
3. Further refinement of WIF grant-funded services as necessary to ensure success of the program.
4. Compliance with local reporting deadlines and requests for program updates as determined by the NWPA WDB, the Chief Local Elected Officials (CLEOs), and/or their duly appointed designees, and GECAC.

Project Overview

The NWPA WDB has been awarded a 5-year, Workforce Innovation Fund Grant totaling $3,000,000. This has been designated as a “Project Type A: New and Untested Ideas” Grant, designed to address “widely shared challenges” in a manner that “is a departure from existing workforce strategies”. Type A Projects are meant to be “innovative, relatively untested, and significant to the broader workforce development system.” Additional, general information on WIF Grants can be found through the following link:
https://www.doleta.gov/workforce_innovation/

In the broadest terms, the selected Career and Technical Education Provider will eliminate training duplication by offering employer recognized credential programs for combined classes of incumbent workers and WIOA eligible job seekers in health care and advanced manufacturing career fields. Further, the selected Provider will develop customized short term, modular training with “stackable credentials” by industry with employer input and to their specifications. Customized training requires an employer’s commitment to hire successful program graduates.

As part of the NWPA WDB’s WIF Grant application, the following problems were identified as challenges to the delivery of efficient, effective services:

1. The existence of skills gaps between post-secondary training offerings and the needs of employers
2. A lack of flexibility in the subsidized training/re-training of new/incumbent employees
3. Job seekers with significant barriers inhibiting successful employment are unable to progress through WIOA-funded training services.

Responses to this RFP should creatively and completely address each of these identified problems with specific, implementable solutions that fit within the fiscal, personnel and programmatic restrictions that appear below.
GECAC is seeking a training provider(s) to deliver results and mitigate the effects of each of the preceding three (3) problems, and is open to new and innovative solutions, which should be present in the applicant’s response packet. However, the following programmatic aspects must be adhered to:

1. All training, both for employers and job-seekers, must be developed for and delivered across all areas within the local Workforce Development Area, which is comprised of Clarion, Crawford, Erie, Forest, Venango, and Warren Counties.
2. Training modules must be developed using a “Right Skills Now” model. Each training module should be a minimum of 25 instructional hours, and no more than 75 instructional hours. Additional information on the “Right Skills Now” model may be found through the following link: http://rightskillsnow.org/howitworks/
3. The selected provider(s) will identify and work closely with three or more employers within the workforce investment area to develop and implement credentialed training for enrolled job-seekers that meets the needs of employers within the region; with employers’ commitment to hire successful program graduates.
4. The selected provider(s), in conjunction with the Program Manager, will recruit and secure commitments from at least 10 businesses within the region to join (or rejoin) Industry Partnerships, who are willing to hire program graduates. These new businesses will be made aware of, and ideally buy into, changes in training developed under aspect #2 and #3.
5. The selected provider will deliver training to at least 300 program enrollees identified by GECAC’s WIF Program Manager.
6. The selected provider will work closely with GECAC’s WIF Program Manager and Career Service Counselors to ensure clients’ needs are met,
7. The selected provider will develop a comprehensive and innovative plan for retention (such as follow-up and benchmark incentives, etc.) to achieve 90% graduation rate for each cohort that begins the occupational training module.

**Target Population**

WIF Grant services and the provider that offers them will meet the disparate, but equally important, needs of two target populations.

1. Employers conducting business within the Northwest Pennsylvania Workforce Development Area

The selected provider will address the training and personnel needs of partner businesses within the Workforce Development Area. Moreover, the provider, in concert with the WIF Program Manager, will target businesses that are not currently members of local Industry Partnerships, seeking their input on the development of new, credentialed training programs. It is also the expectation that these engaged businesses will join and become active members of the appropriate Industry Partnership.

2. Job-Seekers with one or more significant barriers to securing permanent, full-time employment in high-demand fields within the Northwest Pennsylvania Workforce Initiative

A disproportionate amount of CareerLink® staff time is invested in helping a relatively low percentage of job-seekers. These job-seekers face one or more serious barriers to full-time employment, including (but not limited to):
Mental Health limitations  Extended absence from workforce
Physical limitations  Limited English language proficiency
Disabled veteran status  Absence of appropriate skill set for in-demand jobs
Child care limitations  History of Substance Abuse
Criminal convictions  Literacy limitations/lack of formal education

The WIF program staff will identify and prepare cohorts of job-seekers with one or more barrier to begin provider training.

Logic Model

The selected provider, working in concert with designated representatives of the NWPA WDB, GECAC, and WIF Program Staff, will develop a fully-formed and detailed logic model for career and educational training service delivery.

Project Timeline

This component of the project is funded through September 30, 2018. Career and Technical Education Provider proposals should submit a proposed timeline for implementation including class start and end dates. It is the expectation of GECAC training delivery should begin by May 1, 2017. All training modules should conclude by September 30, 2018.

Module Cost Break Down

Applicants should submit a proposed module cost break down itemizing the cost for each proposed module.

Module cost break-down should include the cost per module/client, and the number of instructional hours.

Costs per client will be prorated based on the client’s percentage of attendance.

GECAC Background - Innovation and Collaboration

GECAC is a proven leader in workforce development and youth programming and has nearly 50 years of demonstrated effectiveness. GECAC has successfully managed regional WIA and WIOA programs for adults, dislocated workers, youth, and incumbent workers in this region for more than a decade and continues to offer Workforce Development Services in Erie County. GECAC and the other community action agencies in our region bring not only workforce development experience, but offer anti-poverty programs and services benefiting families and individuals of all ages.

Starting in 1965 with one staff member and a budget of approximately $60,000, GECAC has grown to employ over 385 staff members with a budget that has exceeded $25 million since 2001. Agency programming has evolved over the years to the current agency structure of four main operating divisions providing over 50 programs through the Area Agency on Aging; Child Development Division; Education, Training and Community Services Division; and Workforce Development Services. Each year, GECAC assists over 30,000 unduplicated clients to meet their housing, utility, employment, education, training, nutrition and/or aging needs. This wide array of services offered allows GECAC to serve the needs of the entire family in a holistic
approach – meeting both basic human needs and also assisting families to improve their education, employment and/or financial situations on the road from poverty to self-sufficiency.

GECAC has been a leader in program development in Northwestern Pennsylvania. Through the past 50 years the agency has developed literally hundreds of programs to serve the citizens of Erie County. We have been the Federal Head Start grantee since 1965. The Agency was designated as the Area Agency on Aging in 1974. Since this time the Agency has coordinated all the State programming for seniors in Erie County. We have been active in Workforce Development since 1965 working with Manpower, CETA, JTPA and WIA.

GECAC’s fiscal integrity is unquestioned. During its 50 year history, GECAC has never had an audit exception. GECAC retains the staff that can successfully forget the partnerships necessary to make this grant successful.

Local workforce development takes place in an extremely collaborative environment. The selected training provider will be expected to serve as a member of the NWPA Operators’ Consortium with other system partners. The selected training provider will also be expected to work closely and cooperatively with representatives from the federal government, state government, local government(s), business leaders, WDB members, local non-profit organizations, community action groups, other public agencies, representatives from the field of education, and any other organization with a vested interest in local workforce development.

The selected training provider will join the local workforce development team at an exciting time as new federal legislation designed to encourage innovation in local workforce development comes into effect on July 1, 2015. The selected provider is expected to be familiar with this legislation (Workforce Innovation and Opportunity Act of 2014) and any and all state or federal updates and guidance pertaining to its implementation.

**Selection Process**

Requests for Proposals will be evaluated in three phases:

Phase I: GECAC Administrative staff will evaluate each received proposal for compliance with proposal guidelines, completeness, and responsiveness to requisite program criteria. In order for a proposal to advance to Phase II, all of the following must be included:

1. All required services are addressed
2. All requested information and documentation are present
3. Proposal adheres to guidelines established in this RFP

Phase II: Proposals that meet the minimum criteria in Phase I will then be reviewed and ranked by a Review Committee. This committee may include NWPA WDB members, CLEOs, GECAC staff, and community members. Proposals will be scored and ranked using the review criteria outlined in the next section. The Review Committee will offer a training provider recommendation to GECAC’s Executive Office.

PLEASE NOTE: The scoring system identified in this RFP will be used to guide discussion and compare competing proposals. GECAC retains the right to request additional information, in oral or written form, from prospective bidders. Moreover, if no proposal adequately addresses the services and outcomes identified in this RFP, the committee may recommend that no award be made.
Phase III: GECAC’s Executive Office will review the recommendation of the committee established in Phase II. Following this review, GECAC will make a formal recommendation of a training provider for award of contract.

**Preparation Instructions**

Responses to this RFP should be formatted as follows:

1. Proposal Cover Sheet: Use form in Appendix A
2. Proposal Checklist: Use form in Appendix B
3. Proposal Summary: Narrative
4. Training Delivery Plan/Description of Program Innovations: Narrative
5. Organizational Capacity and Capability: Narrative
6. Organizational Relationships and Collaborative Vision: Narrative
7. Module Cost Break Down: Narrative and form in Appendix C
8. Statement of Compliance: Form in Appendix D

The narrative section of the proposal shall not exceed 20 pages. Specific instructions and page limitations for each narrative section appear below.

**Proposal Summary:** Executive level summary of proposal, highlighting key points and explaining what sets your training apart from other potential applicants. *Maximum of 2 pages.*

**Service Delivery Plan/Description of Program Innovations:** Describes your proposed training delivery model, details innovations, situates the specific activities your training will undertake within the framework of a WIF Grant, Project Type A. *Maximum of 10 pages.*

**Organizational Capacity and Capability:** Brief history of your organization, organizational overview of your agency, examples of similar projects your agency has been a part of. Summary of past successes with documented evidence of effectiveness. Further, describe the proposed personnel structure and summary of job duties. *Maximum of 2 pages.*

**Organizational Relationships and Collaborative Vision:** Describes your agency’s collaborative vision, highlight existing relationships with other non-profit/community service/social service agencies. Explains how these relationships will be leveraged in support of service delivery under the WIF Grant. Identifies new relationships that will be developed to ensure success of WIF Grant programming. *Maximum of 4 pages.*

**Module Cost Break Down:** Narrative section will highlight module length, the cost per module, and the cost per client. Identify potential limitations or challenges which might arise due to budgetary constraints. *Maximum of 1 narrative page, per module.* Should supplement, not replicate, proposed annual Module Cost Break Down reported via form in Appendix C.
Scoring of Proposals

Proposals will be scored and evaluated utilizing a 100 point scale. The point value of each section is outlined below.

1. Training Delivery Plan: 30 possible points
2. Organizational Capacity/Capabilities: 20 possible points
3. Organizational Relationships and Collaborative Vision: 30 possible points
4. Program Cost/Proposed Budget: 20 possible points

Submission Guidelines

All proposals must be received by 4 PM, Eastern Standard Time, on February 3, 2017. Proposals received after this deadline will not be considered, no exceptions. A postmark DOES NOT constitute compliance with the deadline in the event a proposal does not arrive by the stated deadline. Proposals should be mailed or delivered (faxed proposals WILL NOT be accepted) to:

GECAC
Attn.: Silvana Rabat-Lavor
1647 Sassafras Street
Erie, PA 16502
Northgate Commons, Suite 300

Submitted packages must include one original copy of the proposal in a sealed envelope marked “WIF Grant Proposal” and five (5) additional copies for distribution to committee members. In addition, an electronic version must also be submitted by the deadline. This electronic copy should be sent to slavor@eriecareerlink.org Please note this electronic copy will not serve as the formal proposal submission, hard copies must also arrive at GECAC’s WIF Program Manager’s Office (as listed above) before the February 3rd deadline. Additionally:

1. Include all required forms, narratives, and attachments identified in this RFP
2. The narrative section of the proposal should not exceed 30 pages
3. Use 12-point, Times New Roman font, 1 inch margins, and double-spacing
4. Staple your proposal, but do not bind in any other way or use dividers with tabs
5. Letters of recommendation from employers are encouraged

Should your organization decide to withdraw a proposal, this can be done prior to the RFP due date of February 3rd. A written request to withdraw the proposal must be submitted to GECAC.

Questions should be directed, in writing, to Silvana Rabat-Lavor, WIF Program Manager, at slavor@eriecareerlink.org.
Provisions and Disclaimers

1. All solicitations are contingent upon availability of funds.
2. GECAC reserves the right to accept or reject any or all proposals, in whole or in part, for any reason whatsoever.
3. GECAC reserves the right to negotiate with any and all bidders on modifications to proposals, as deemed necessary.
4. GECAC reserves the right to waive informalities and minor irregularities in the proposals received.
5. This RFP does not commit GECAC to award a contract.
6. This RFP is for WIF Grant-funded services only.
7. GECAC may select a provider based on its initial proposal received, without additional discussion of the proposal with the bidder. Accordingly, each proposal should be submitted on the most favorable terms from a price and technical standpoint that the bidder can submit to GECAC.
8. Proposals should follow the format set forth in the RFP Response Package section of the RFP and adhere to the minimum requirements specified therein.
9. GECAC retains the right to request additional information from any bidder, request oral presentations from bidders, or conduct site visits from any bidder before a contract award.
10. No costs will be paid to cover the expense of preparing a proposal or procuring a contract for services or supplies under WIF.
11. All data, material, and documentation originated and prepared by the bidder pursuant to the contract shall belong exclusively to GECAC and be subject to disclosure under the Freedom of Information Act, Right to Know Law, or other applicable legislation.
12. The final award and execution of a contract is subject to receipt of WIF funds, GECAC and the fiscal agent’s satisfactory negotiation of the terms of the contract, and the continued availability of funds.
13. Any changes to the WIOA program, performance measures, funding level, or GECAC direction may result in a change in contracting. In such instances, GECAC shall not be liable for any damage arising from this Request for Proposals package or subsequent contract.
14. Proposals submitted for funding consideration must be consistent with, and if funded, operate according to, the federal legislation, all applicable federal regulations, Commonwealth of Pennsylvania policies, NWPA WDB, and GECAC’s policies and procedures.
15. Bidders selected for funding must also ensure compliance with the following, as applicable: USDOL regulations 20 CFR part 652; 29 CFR Parts 96, 93, 37, 2, and 98; and 48 CFR Part 31; Office of Management and Budget (OMB) 2 CFR Part 200, whichever is applicable.
16. Bidders will be expected to adhere to GECAC and fiscal agent procedures to collect, verify, and submit required data and submit monthly invoices to the fiscal agent.
17. Additional funds received by GECAC may be contracted by expanding existing programs or by consideration of proposals not initially funded under this RFP. These decisions shall be at the discretion of GECAC and the fiscal agent.
18. GECAC may decide not to fund part or all of a proposal, even though it is found to be in the competitive range if, in the opinion of GECAC, the services proposed are not needed, or the costs are higher than GECAC finds reasonable in relation to the overall funds available, or if past management concerns lead GECAC to believe that the bidder has undertaken more services than it can reasonably provide.
19. GECAC has a right to fund a lower-ranked proposal over a higher ranked proposal because of valid policy considerations, including but not limited to, organizational experience, geographical considerations, leveraging of outside resources, and target populations.
20. Any proposal approved for funding is contingent on the results of a pre-award site visit that may be conducted by GECAC. This site visit will establish, to GECAC’s satisfaction, whether the bidder is capable of conducting and carrying out the provisions of the proposed contract. If the results of the site visit indicate, in the opinion of GECAC, that the bidder may not be able to fulfill contract expectations,
GECAC reserves the right not to enter into contract with the organization, regardless of GECAC approval of the bidder’s proposal.

21. GECAC is required to abide by all federal legislation and regulations. Therefore, GECAC reserves the right to modify or alter the requirements and standards set forth in this RFP based on program requirements mandated by state or federal agencies.

22. All contractors must ensure equal opportunity to all individuals. No individual shall be excluded from participation in, denied the benefits of, or subjected to discrimination under any WIF-funded program or activity because of race, color, sex, national origin, age, disability, or political affiliation or belief.

23. All contractors must ensure access to individuals with disabilities pursuant to the Americans with Disabilities Act.

24. Contractors must accept liability for all aspects of any WIF program conducted under contract with GECAC, through its fiscal agent. Bidders will be liable for any disallowed costs or illegal expenditures of funds or program operations conducted.

25. Reductions in the funding level of any contract resulting from this solicitation process may be considered during the contract period when a bidder fails to meet expenditure, participant, and/or outcome goals specified in the contract or when anticipated funding is not forthcoming from the federal or state governments.

26. Contractors will allow local, state, and federal representatives access to all WIF-funded records, program materials, staff and participants. In addition, bidders are required to maintain all records for three years following termination of the WIF Grant.

27. The contract award will not be final until the fiscal agent and the successful bidder have executed a mutually satisfactory contractual agreement, as recommended by GECAC, the NWPA WDB, and the CLEOs. GECAC reserves the right to make an award without further discussion of the proposal submitted. No program activity may begin prior to final GECAC approval of the award and execution of a contractual agreement between the successful bidder and the fiscal agent, at the recommendation of GECAC, the NWPA WDB, and the CLEOs.

28. NWPA WDB, through its fiscal agent, reserves the right to cancel an award immediately if new state or federal regulations or policy makes it necessary to change the program purpose or content substantially, or to prohibit such a program.

29. GECAC, through its fiscal agent, reserves the right to determine both the number and funding levels of contracts finally awarded. Such determination will depend upon overall fund availability and other factors arising during the proposal review process. Bids submitted which are over the maximum amount of funds specified for this RFP will be rejected.

30. The submission of a proposal warrants that the costs quoted for services in response to the RFP are not in excess of those that would be charged any other individual for the same services performed by the bidder.

31. All contractors shall purchase annually an organization-wide audit according to the requirements of the Single Audit Act and Office of Management and Budget (OMB) 2 CFR Part 200.501, as appropriate.

32. Each party shall be responsible for the negligence of its own employees or agents in the performance of this contract. All successful bidders shall provide a certificate of liability insurance, providing commercial general liability coverage in the amount of $1,000,000 for each occurrence, automobile liability, workers compensation and professional liability insurance, if applicable. The contractor(s) will provide a certificate of insurance satisfactory to GECAC and the fiscal agent.

33. All contractors must provide a W-9 Form.

34. Applicants are advised that most documents in the possession of GECAC are considered public records and subject to disclosure by law.
Appendix A: Cover Sheet

PROPOSAL COVER PAGE

Agency Name: _________________________________

Mailing Address: _________________________________

Contact Person: _________________________________

Phone: ___________________ Fax: _______________ Email: ____________________

To the best of my knowledge and belief, all information in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached assurances if the assistance is awarded.

___________________________________
Typed Name of Authorized Representative

___________________________________
Signature of Authorized Representative

___________________________________
Title of Authorized Representative

___________________________________
Telephone Number

___________________________________
Date
Appendix B: Proposal Checklist

It is the bidder’s responsibility to make sure that all required elements and forms are included in the proposal. Proposals that do not include the required elements and forms will be automatically disqualified. No exceptions will be granted. If you have questions about the requirements or feel that special circumstances apply to your proposal, please submit a question in writing to GECAC.

Before submitting your proposal, check the following:

_____ One original proposal with required documents and five hard copies

_____ One electronic copy of Proposal Response Package emailed to slavor@eriecareerlink.org

_____ A. Proposal Response Package Requirements

_____ 1) Proposal Cover Page
_____ 2) Proposal Checklist
_____ 3) Proposal Summary
_____ 4) Service Delivery Plan / Description of Program Innovations
 _____ 5) Organizational Capacity and Capability
 _____ 6) Organizational Relationships and Collaborative Vision
 _____ 7) Program Cost/Proposed Budget
 _____ 9) Statement of Compliance Form

_____ B. One copy each of the last two years’ audited financial statements

_____ C. One copy of your business/education license (if applicable)
## Appendix C: Module Cost Break Down

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<th>Module Name:</th>
<th>Instructional Hours:</th>
<th>Cost Per Client:</th>
<th>$</th>
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### Module Itemization

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<th>Tuition</th>
<th>Fees (Books, Supplies, etc)</th>
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<th>Total Instructional Hours:</th>
<th>Total Module Cost:</th>
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Appendix D: Statement of Compliance

As the authorized signatory official for: ______________________________________
Bidder’s Firm

I hereby certify:

- That the above-named proposer is legally authorized to submit this application requesting funding under the Workforce Innovation Fund Grant (the legal signatory for the organization applying).

- That the above-named proposer does hereby agree to execute all work related to this application in accordance with the Workforce Innovation and Opportunity Act, U.S. Department of Labor, PA Department of Labor and Industry, Northwest PA Workforce Development Board, and the Greater Erie Community Action Committee policies and guidelines, and other administrative requirements issued by the Commonwealth. The vendor shall notify the GECAC within 30 calendar days after issuance of any amended directives if it cannot so comply with the amendments; and

- That the above-named proposer will ensure special efforts to prevent fraud and other program abuses, such as but not limited to, deceitful practices, intentional misconduct, willful misrepresentation and improper conduct which may or may not be fraudulent in nature; and

- That the contents of the application are truthful and accurate and the above-named proposer agrees to comply with the policies stated in this application; and that this application represents a firm request subject only to mutually agreeable negotiations; and that the above-named proposer is in agreement that GECAC reserves the right to accept or reject any proposal, in whole or in part for any reason whatsoever, for funding; and that the above-named proposer has not been debarred or suspended from receiving federal grants, contracts, or assistance; and that the above-named proposer waives any right to claims against the members and staff of GECAC, the NWPA WDB, the Chief Local Elected Officials or the PA CareerLink® Operator Consortium.

________________________________________________________  __________________
Authorized Representative Signature                      Date

________________________________________________________
Typed Name/Title