

Youth Apprenticeship Request for Proposals Frequently Asked Questions

1. Do we need to collect school administrators' signatures again this year if they are already on file?

Yes, a representative of each agency participating in the consortium application needs to confirm their participation each year, including the administrator (or designee) of each school district.

Emails from the participating agency representative's that indicate their intent to participate may be submitted and will be recognized in lieu of a written signature providing:

- It is the entire original email confirmation from the partnership representative
- All of the email confirmations are contained in one email from the Local YA Consortium
- They are sent as part of the Local YA Application submittal (not separate from)

2. How do we know what Workforce Development Area(s) we belong to?

Refer to the website and the WDA Map included in the application guidelines Appendix J and/or visit this link <http://dwd.wisconsin.gov/dwdwia/> to see the Workforce Development areas for the state.

3. Is it all right for a current grantee to change fiscal agents for the new grant?

Yes. However, any changes made after the grant contract has been signed must go through the DWD auditor. Notification should be sent to:

Nancy Eilks, Auditor
Bureau of Program Management and IT
201 E. Washington, Ave, Room G100
PO Box 7972
Madison, WI 53707-7972

4. If the other partners such as the CESA, WOW or WDB sit on our STW Council, but do not participate or assist with the YA students/programs. Do we still need their signatures?

The local partnership agreement page asks for the names and signature of any agency or organization (School District, CESA, or Agency Name) that **actively participate** in the consortium. You should obtain signatures from any agency or organization that **actively participates in the consortium.**