

2009-10 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 sign the partnership agreement each year, including the administrator (or designee) of each school district. (A school district may not participate in more than one partnership application.) These signatures may be submitted to DWD after the application has been submitted if necessary. They must be submitted no later than June 30, 2009. They should all be submitted at the same time, and include a cover list of all agencies represented by the enclosed signature pages. Grants will not be finalized until all signatures are received.

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 K 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. **We noticed that page 11 is new this year - asking for CESA, Workforce Development, etc. signatures. Representatives from CESA and WOW 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 has always asked for the names and signature of any agency or organization (School District, CESA, or Agency Name) that **actively participates** in the consortium. However, most folks only listed the school districts. When transitioning to the fillable format we choose to clearly identify the different groups. Additionally, we have been asking you to identify the Workforce Development Area in which your partnership is located for a few years now and although they may not currently be an active part of your partnership, we are hoping they become more active and wanted to highlight that as well.

Although we would not deny your grant application if you did not identify them, with the exception of the school districts, we strongly recommend utilizing it as a tool to confirm commitment of the others who help to achieve the goals of the YA consortium.

Bottom line - you *should* obtain signatures from any agency or organization that **actively participates in the consortium**.