

APPENDIX B: Future Ready Iowa Summer Youth Intern Program Frequently Asked Questions (FAQ)

1. Who can apply?

Eligible applicants include non-profits, educational institutions, employers, community organizations, and other entities that are in good standing with the State of Iowa.

2. Who will decide which applications receive funding?

Iowa Workforce Development will identify panelists to review and score proposals.

3. What are the criteria for selection?

- a. Participants are between the ages of 14 and 24.
- b. Quality of internship program over a minimum of six weeks.
- c. Programs that include high demand jobs.
- d. Number of participants receiving high school or college credit through dual enrollment.
- e. Applicant's history and experience in the community to be served.
- f. Capacity to serve a substantial number of youth.
- g. Suitability of the available facilities.
- h. Provider's contacts and partnerships in the community that can be leveraged to maximize opportunity for project participants.
- i. Capacity to provide employability skills, including but not limited to training relating to soft skills, financial literacy, and career development.
- j. Projects will be evaluated on their ability to be scaled around the state after the first successful year.
- k. Cost per participant.
- l. Applicant's past award performance with IWD.
- m. [See Appendix C](#) – scoring rubric for additional criteria.

4. Are applicants required to co-enroll with the WIOA Title I Youth Program?

Co-enrollment is not required but is strongly encouraged. Applicants who partner with their local WIOA Title I Youth Program to co-enroll participants will receive priority funding.

WIOA Title I federal regulations require a minimum of 75 percent of State and Local youth funding to be used for out-of-school youth. It is up to the discretion of the IowaWORKS local area(s) if they will be able to support co-enrollment.

5. What is the Title I Youth Program?

The Title I Youth Program is designed to prepare youth (ages 14-24), who face significant barriers to success, for employment and/or post-secondary education through strong linkages between academic and occupational learning, by providing resources and supports to overcome those barriers and successfully transition to self-sufficient adulthood.

6. What are the benefits of partnering with WIOA Title I?

By partnering with WIOA Title I, applicants are able to identify the participants most in need and those who meet the intended target audience to be served by the grant.

Partnership with WIOA Title I may allow applicants to use Title I funds to cover the cost of items not allowed to be reimbursed with Summer Youth Internship grant funds. Be sure to check with your local IowaWORKS office on what are/aren't allowable costs.

Saved time by not having to recruit participants.

Other benefits of partnership include continuing to support youth to achieve their employment and education goals in the WIOA Title I Youth program after the Future Ready Iowa Summer Youth Internship concludes.

7. What is the budget for this award?

There is not a specific budget per project. The State may award multiple proposals based on the evaluation scores and funding available.

8. Are there any specifications on the type of internship opportunities that would be acceptable for participating youth?

There aren't any specifications on the type of internship other than it allows participants to explore and prepare for high-demand careers, gain work experience, and develop personal attributes necessary to succeed in the workplace and labor market.

9. Are applicants required to identify specific project goal(s), such as how many participants, employers, etc.?

Yes, all applications must include performance measures that logically connect a project's goal(s) with proposed activities and demonstrate an overall theory of change. Performance measures should include to the extent possible whether the expected results were achieved.

10. Are employers required to pay a stipend, wage, or incentive and if so, what is an acceptable percentage or amount?

Yes, a minimum of \$12/hour is required for participant wages. Stipends are not allowed with this opportunity.

11. Will participants be required to prepare a final capstone project/presentation to recap their overall experience?

No, there is not a requirement for final projects or presentations. This can be determined through program design.

12. Will participants be required to provide their own transportation to field sites if included in the curriculum, or is group transportation something that should be included in the budget?

Applicants may include program transportation costs with their budget but may not provide

transportation stipends to participants. The purchase of vans or buses is NOT an eligible use of funds.

13. Should we plan for any participants that will need special accommodations?

Applicants are required to recruit participants and youth and should plan accordingly for any special accommodations.

14. Will the participants be required to attend the entire program or can it be set up in a manner that participants will only attend if covering careers that pose interest to them?

Participants are required to participate in the program for a minimum of 6 weeks.

15. Is it more important that the participants are ready to enter a job, or that the participants leave the curriculum with job experience?

The purpose is that participants leave the internship program having had the opportunity to explore and prepare for high-demand careers, gain work experience, and develop personal attributes necessary to succeed in the workplace and labor market.

16. If the day spans over the lunch hour, will lunch need to be provided or is that something that can be brought from home by each individual student?

Lunch can be provided by the employer or brought from home by participants. Grant funds may not be used for food or drink purchases.

17. Is there a set duration of time the internship is required to be conducted/completed within (semester, three months, etc.)?

Yes, a minimum of six (6) weeks during the summer. Specifically, between the dates of May 1, 2023, and August 25, 2023.

18. Our agency has different service locations in four regions. Should separate applications be submitted or one for the organization?

One proposal per agency/organization may be submitted. We recommend the project design include information about multiple locations.

19. Can program coordination costs include recruitment and case management?

Program coordination is defined as “Staff overseeing the day-to-day administration of the project whose primary job responsibilities involve direct participant contact hours.” Final decisions on eligible expenses will be determined by reviewers evaluating the narrative included with your budget.

20. When will subrecipients be notified?

TBD

21. What is the project timeline for expending the funds?

The project needs to be completed by Friday, August 25, 2023.

22. Is there a required number of hours interns are required to work?

No, but applications should include the proposed plan for the number of hours participants will be working.

23. What is the difference between “program transportation” and providing transportation stipends to participants?

Program transportation is an allowable cost if the transportation occurs as part of the program (i.e., participants being transported from location A to location B to participate in the program). Individual transportation costs paid to participants (i.e., stipends, gift cards, etc.) are not an allowable cost.

24. Will all applications be awarded?

Submission of an application does not guarantee an award.

25. When can we start applying in IowaGrants?

Monday, January 16, 2023.

26. When is the application due?

Tuesday, February 28, 2023, at Noon, Central Standard Time.