**Instructions**: Provide detailed responses in the text boxes to the questions below. If additional attachments are required as specified below, submit the attachments in the order they are requested below. There is no page limit for this Appendix D – Technical Response to Questions or any associated attachments.

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| **Vendor Name** |  |

1. **Provide your organization’s plan for operating a program in the Geographical Region for which you are applying to provide, seamless service delivery (post NHEP exit) and with the further development and implementation of individual career and/or educational plans for NHEP participants to successfully reach their employment goals and long-term attachment to the labor market, including:**
	1. **A specific focus on individual goal setting, career planning, educational planning, workforce development, employer outreach, and case management.**
	2. **A summary of your business and community services networking, familiarity with local labor market trends and conditions, employer partnerships, and similar community initiatives.**
	3. **How services will be provided to participants with Limited English Proficiency (LEP) and those facing cultural differences and adjustment issues as a barrier to employment. See Appendix B – Culturally and Linguistically Appropriate Services (CLAS) Requirements.**

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1. **Describe your organization’s infrastructure to support the services in this RFP in the Geographic Region for which you are applying, including but not limited to: office space, program space locations, and equipment.**

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1. **Explain your capacity to provide the services required in this RFP, and provide a detailed staffing plan in Appendix G – Program Staff List that clearly demonstrates organizational roles and responsibilities, including an organization chart.**

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1. **Describe your organization’s experience and any notable successes providing services to the covered populations or similar populations. Please include what you consider to be the best practice approach to providing workforce development, employment and post-employment services to participants. Provide examples of your organization’s experience with providing problem solving assistance as well as your organizations approach to addressing challenges to workforce development and employment, including but not limited to time sensitive crisis and unexpected events for participants and their families that might interfere with them obtaining or retaining employment.**

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1. **Describe your organization’s experience and approach to providing services in the allowable workforce activities that may include but are not limited to: Unsubsidized Employment, On-the-Job Training, Work Experience, Community Service Programs, Job Readiness and Job Search, Vocational Educational Training, Job Skills Training Directly Related to Employment, Education Directly Related to Employment, and Satisfactory Attendance at Secondary School, as referenced in Section 2.2.3.**

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1. **Describe, in detail, quality assurance and improvement activities which demonstrate your experience, commitment and capacity to perform the activities and services listed in this solicitation.**

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