

Ohio Youth Works 14-15 Year Old Summer Program  
Bidders Conference  
March 8, 2017  
OhioMeansJobs | Licking County

FAQ

- JFS/OMJ is not planning to have youth attend the Friday class; thus, youth are able to work Friday.
- Youth will be paid minimum wage, currently \$8.15 per hour.
- Program runs May- September, but LCJFS recognizes that programs may limit their services to summer break.
- Ohio Youth works is primarily a subsidized work experience program. Some training may be appropriate/allowable, particularly those trainings that are directly related to the youth's work.
- JFS will provide information regarding impact of this income on family public assistance benefits.
- Serving foster children from out-of-county may be possible and will be based upon availability of funding.
- Items like paint, mulch, and tools are not allowable for reimbursement under this program. However, safety items (glasses, boots, gloves, etc) if needed for a particular assignment, then they are allowable.
- Transporting youth to/from/between work sites is an allowable expense that should be included in proposed budget. Programs may reimburse mileage, rent a vehicle, offer taxi tokens or gas cards, etc.
- Background checks are to be conducted on all individuals supervising, transporting, or mentoring the youth. Contact Nathan Keirns for more information or for a list of exclusionary offenses. The costs for background tests, drug screens (if applicable), and

Q- When should youth be referred to OMJ/JFS for eligibility determination?

A- This will occur in late April or early May after providers are selected.

Q- When will funding decisions be announced?

A- Those who apply to provide services will be notified in mid or late April, after a careful review and rating of each proposal and after JFS receives its allocation from the Ohio Department of Job and Family Services.

Q- Are program providers required to provide transportation?

A- No. Providers are not required to provide transportation, but transportation is an allowable supportive service.

Q- Will youth be background checked?

A- JFS/OMJ does not require the youth to be background checked, but it is an allowable expense if the youth's worksite placement requires it.

Q- What if we operate more than one program during the summer, how do we account for shared costs?

A- Since the Ohio Youth Works program is funded by federal TANF dollars, programs must use a commonly accepted accounting cost allocation method for determining shared costs.

Q- Can we purchase food? We've noticed that many of the youth do not have breakfast and/or lunch.

A- Lt. Denise Martin from the Salvation Army encouraged provider to access the Army's summer feeding program for lunches. JFS encourages program providers to include water, sports drinks, and snacks (like granola snack bars, etc) in their budgets for safety purposes, particularly if the youth work outside.

Q- How long can youth work without a break?

A- A 30 minute lunch break is required by law for those working 5 hours or more. Break periods should be recorded on timesheets. LCJFS recommends taking water/hydration breaks as frequently as needed for those youth working outside on in non-air conditioned areas. JFS recommends that a 15 minute paid break be provided to youth during each 4 hour block of work time.

Q- Do breaks need to be paid or unpaid?

A- That is up to the program provider (who is the employer of record) to have paid or unpaid lunch break but it must be consistent for all youth working for that program provider/employer. JFS/OMJ notes that the most real world example would be an unpaid 30 minute lunch break. Hydration and similar breaks should be paid.

Q- Since there is a limit on what we can pay the youth, is there a limit to supervisor pay?

A- There is no established limit on supervisor pay, but it we will test it for reasonableness through a cost price analysis.

Q- Is the address for submitted proposals on the RFP?

A- Yes, it can be found left hand column on the first page. All submission instructions/processes need to be followed closely.

Q- Could our program continue after school starts in the fall?

A- Yes, but the program must be mindful that labor laws have a specific set of rules regarding work hours during the school year. The youth must also be in compliance with any work permit requirements.

Q- If a youth turns 16 during the summer can they still work in this program?

A- Yes, as long as they were age, family composition, residency, and income eligible at the time of application/intake into the program.

Q- Do we require physicals/drug tests?

A- JFS prefers physicals are done (and are likely required for work permits) and that programs follow recommendations required of any employee. Physicals and drug screens are allowable costs and can be reimbursed by JFS. JFS does not require programs to drug test the youth but if it can be done for safety purposes or if it is required of all of your employees.

Q- Can we do a group smaller than 10?

A- Yes, you can certainly propose to serve less than 10 kids in a work crew.

Q- Will there be a job fair? Where do we find kids?

A- OMJ staff are finalizing plans for any recruitment/job fair events. OMJ prefers sites interview youth to make it more realistic and to ensure the placement is a good fit for both the youth and the program/worksites.