



**LEARN TO EARN PROGRAM  
REQUEST FOR PROPOSAL (RFP)  
QUESTIONS AND RESPONSES**

- 1. Is the intent to only service Ingham County residents in Ingham County? Or would Eaton/Clinton county residents be able to attend classes at the Lansing Service Center or at satellite sites or virtually?**

**Answer:** The intent is for Ingham County PATH participants and Eaton/Clinton PATH participants on the border to attend the Learn to Earn program at the Lansing American Job Center. Eaton/Clinton PATH participants may attend classes at the satellite sites or virtually.

- 2. When you say web-based, does that mean using computers in an in-person classroom, or does that mean offering virtual classes?**

**Answer:** LTE RFP (Other Proposal Stipulations) Page 11-12

*Web-based instruction* could mean things like:

- Online courses or modules
- Virtual classrooms (e.g., Zoom, Teams, or other webinar tools)
- Learning management systems (LMS)
- Interactive online resources

3. **Is it possible to include alternative class locations (beyond CAMW! Lansing ) for GED participants? (operate out of CAMW! Lansing - but have satellite sites?)**

**Answer:** Yes, you may include alternative class locations in your proposal. However, please note that the funding provided through this opportunity is designated specifically for the CAMW! Lansing location. Any satellite sites may be referenced as part of your delivery model, but the funding allocation will remain tied to the Lansing site.

4. ***Any PATH sub-receipt can make referrals to any Capital Area Michigan Works! Service Center site? - I'm not clear on what this means - could you elaborate?***

**Answer:** Yes, any PATH sub-recipient may refer participants to any Capital Area Michigan Works! Service Center in the event funding should allow us to expand to the outer counties again. Referrals are not limited to a participant's county of residence; individuals may be directed to the site that offers the most convenient access to services.

5. **Is there a minimum number of hours per week and/or weeks/year that PATH clients need for educational hours we should plan for?**

**Answer:** Work requirements for PATH participants are determined by a combination of federal and state laws, and they vary significantly depending on the specific program. The hours are in alignment with the participant's work requirements, their Individual Service Strategy (ISS), and the guidance of their PATH career coach.

6. **Is there a certain Intent to Bid form? Or can we just email you directly?**

**Answer:** Yes, there is an Intent to Bid form that applicants will receive upon emailing me their intent to bid or by requesting it.

7. **If the current sub-recipient is not selected, what timeline will they be given for notice and closure of programming?**

**Answer:** Per the LTE RFP, Page 12:

One sub-recipient will be selected to provide Learn to Earn services for the Ingham County region. Note, the current sub-recipient's contract may be extended from October 1, 2025, to December 30, 2025, should a new sub-recipient be awarded the funding. The bidder will need to document the transition to becoming the Ingham County Learn to Earn sub-recipient.

- 8. Will we be able to have the participants come to our facility for classes instead of going to CAMW! on Cedar St?**

**Answer:** The Learn to Earn program is housed at 2110 S Cedar St, Lansing, MI 48910, in Ingham County.

- 9. Our Adult Education Programing uses the CASAS for its pre- and post-testing. Would that disqualify us since the RFP specifically mentions TABE? Using CASAS for your pre- and post-testing would not disqualify you from the RFP.**

**Answer:** According to CAMW's local Assessment Policy PI:19-00c1, the following state-approved assessments and requirements have been determined:

- The Comprehensive Adult Student Assessment System (CASAS) Math and Reading Goals series.
- The Tests of Adult Basic Education (TABE) 11/12 Math and Reading.
- All WIOA Youth must complete a pre-and post-test.
- Only WIOA (Adult and Dislocated Worker), PATH, and FAE&T participants entering into a training activity must complete a CASAS or TABE 11/12 assessment.
- The Individual Service Strategy (ISS) will be the assessment tool used for individuals participating in the FAE&T program.
- An assessment can be used for re-enrollment purposes in the next program year as long as it is within one year from the date administered.