



Youth Services Year- Round Bidder Meeting March 19, 2026

www.tencocareercenter.com

1

Proposal Details



- Base Year: July 1, 2026 – June 30, 2027
- Renewal Option Year One: July 1, 2027 – June, 30, 2028
- Renewal Option Year Two: July 1, 2028 – June 30, 2029
- Renewal Option Year Three: July 1, 2029 to June 30, 2030

(Pending availability of funds)

Maximum amount to request:

\$800,000 each year of the contractual agreement

2

3 Criterial for Renewal



Renewal of the contract will be based on the following criteria:

1. **Performance**
2. **Monitoring**
3. **Availability of Funds**

Renewal is NOT automatic

3

Purpose



Assist low-income, at-risk youth

- **Goals:**
 - **Education**
 - **Employment**

Counties Served:

- **Bath, Boyd, Bracken, Fleming, Greenup, Lewis, Mason, Montgomery, Robertson, and Rowan**

4

Written Proposals



- **Combination of Out-of-School Youth and In-School Youth**
or
- **Out-of-School Youth**

- **In-school youth focuses on high school seniors ONLY**
- **No more than 25% of funds can be used with In-School youth.**

5

Who is eligible?



In-School Youth

25% or less

Out-of-School Youth

75% or more

6

In-School Youth



Eligibility

- Attending School
- 16 – 21
- Low-income **and** meet of the following:
 - ✓ Basic skills deficient
 - ✓ English Language Learner
 - ✓ An offender
 - ✓ Homeless
 - ✓ Runaway
 - ✓ In foster care
- ✓ Eligible for assistance under section 477
- ✓ Pregnant or parenting
- ✓ Has a disability
- ✓ Requires additional assistance to complete an educational program and/or retain employment
- 5% Allowable for Additional Assistance

7

Out-of-School Youth



Eligibility

- 16 – 24
- Not enrolled in **any** school
- Has one or more of the following barriers to employment:
 - ✓ School drop-out
 - ✓ Has not attended school the most recent school year / calendar year
 - ✓ Recipient of secondary school diploma that is Basic Skills Deficient OR English Language Learner
- Subject to juvenile or adult justice system
- Has a disability
- Homeless
- Runaway
- Foster child
- Eligible for assistance under section 477
- In out-of-home placement
- Pregnant or parenting
- Requires additional assistance to complete an educational program and/or retain employment

8

Section 477



Social Security Act §477 (ssa.gov)

- To support all youth who have experienced foster care at age 14 or older in their transition to adulthood through transitional services such as assistance in obtaining a high school diploma and post-secondary education, career exploration, vocational training, job placement and retention, training and opportunities to practice daily living skills (such as financial literacy training and driving instruction), substance abuse prevention, and preventive health activities (including smoking avoidance, nutrition education, and pregnancy prevention)

Low Income Criteria



Maximum Household Income the Individual is Permitted in order to qualify as Economically Disadvantaged under WIOA
LOW INCOME CRITERIA (70% LLSIL or 100% FPL) – PY 2025
 Kentucky – Workforce Innovation and Opportunity Act (WIOA) Title 1
 Effective July 1, 2025 – June 30, 2026

Family Size	TABLE 1	TABLE 2	TABLE 3
	Non-metro Area WIOA ONLY	Metro Area WIOA ONLY	Cincinnati Area WIOA ONLY
1	\$15,650*	\$15,650*	\$15,650*
2	\$21,150*	\$21,150*	\$21,150*
3	\$26,650*	\$27,448	\$26,650*
4	\$32,601	\$33,888	\$32,150*
5	\$38,472	\$39,995	\$37,650*
6	\$44,992	\$46,777	\$43,168
For each additional member add	\$6,520	\$6,782	\$6,255

Find the applicant's county on the list below and determine which table to use.

* HHS Poverty Level 2025

COUNTY/TABLE	COUNTY/TABLE	COUNTY/TABLE	COUNTY/TABLE	COUNTY/TABLE	COUNTY/TABLE
Adair 1	Carroll 1	Grant 3	Knox 1	Mason 1	Robertson 1
Allen 1	Carter 2	Graves 1	LaRue 2	Meade 2	Rockcastle 1
Anderson 1	Casey 1	Grayson 1	Laurel 1	Menifee 1	Rowan 1
Ballard 1	Christian 2	Green 1	Lawrence 1	Mercer 1	Russell 1
Barren 1	Clark 2	Greenup 2	Lee 1	Metcalfe 1	Scott 2
Bath 1	Clay 1	Hancock 2	Leslie 1	Monroe 1	Shelby 2
Bell 1	Clinton 1	Hardin 2	Letcher 1	Montgomery 1	Simpson 1
Boone 3	Crittenden 1	Hartan 1	Lewis 1	Morgan 1	Spencer 2
Bourbon 2	Cumberland 1	Harrison 1	Lincoln 1	Muhlenberg 1	Taylor 1
Boyd 2	Daviess 2	Hart 1	Livingston 1	Nelson 2	Todd 1
Boyle 1	Elliott 1	Henderson 2	Logan 1	Nicholas 1	Trigg 2
Bracken 3	Elliott 1	Henny 2	Lyon 1	Ohio 1	Trimble 2
Breathitt 1	Estill 1	Hickman 1	McCracken 1	Oldham 2	Union 1
Brockenridge 1	Fayette 2	Hopkins 1	McCreary 1	Owen 1	Warren 2
Bullitt 2	Fleming 1	Jackson 1	McLean 2	Owsley 1	Washington 1
Butler 1	Floyd 1	Jefferson 2	Madison 2	Pendleton 3	Wayne 1
Caldwell 1	Franklin 1	Jessamine 2	Magoffin 1	Perry 1	Webster 2
Calloway 1	Fulton 1	Johnson 1	Marion 1	Pike 1	Whitley 1
Campbell 3	Gallatin 3	Kenton 3	Marshall 1	Powell 1	Wolfe 1
Carlisle 1	Garrard 1	Knott 1	Martin 1	Pulaski 1	Woodford 2

This chart shows the amounts that represent the higher of the Federal poverty level or the 70% lower living standard income level as specified in WIOA Sec 3 (36) (A) (ii)(ii)

14 Youth Elements



- Tutoring & Study Skills Training
- Alternative School Settings
- Paid/Unpaid Work Experience
- Occupational Skills Training
- Education offered concurrently with Workforce Preparation & Training
- Leadership Development Opportunities
- Supportive Services
- Adult Mentoring
- Follow-Up Services for Youth
- Comprehensive Guidance & Counseling
- Financial literacy Education
- Entrepreneurial Skills Training
- Labor Market Information
- Transition to Postsecondary Education & Training

11

Required Program Activities



1. Tutoring and Study Skills Training
 - a. Testing is required in Math & Reading
 - b. Required to score 8.9 Grade Level or below
2. Alternative School Settings
3. Paid/Unpaid Work Experience
 - a. Summer Employment
 - b. Job Shadowing
 - c. Internship
 - d. Apprenticeship

12

Required Program Activities Cont.



4. Occupational Skills Training
 - a. Training must lead to postsecondary credential
 - b. Must be completed in a two-year or four-year timeframe unless pre-requisite classes are required
 - c. Cannot be enrolled in a postsecondary institution prior to WIOA eligibility
 - d. Training must be with a State eligible provider

5. Education Offered Concurrently with Workforce Preparation and Training
 - a. Basic academic skills and hands-on occupational skills training are to be taught within the same time frame and connected to training in a specific occupation or career path.

13

Required Program Activities Cont.



6. Leadership Development Opportunities
 - a. Developing partnerships
 - b. Problem-solving, decision- making
 - c. Responsibility/Accountability

7. Supportive Services
 - a. Transportation Costs
 - b. Childcare
 - c. Postsecondary supplies
 - d. Work related supplies
 - e. Reimbursement

8. Adult Mentoring

Available as a means of career exploration and development

14

Required Program Activities Cont.



9. Follow-Up Services for Youth
 - a. Assist with job readiness and search
 - b. Career development issues
 - c. Track progress
 - d. 12 months post-exit

10. Comprehensive Guidance and Counseling
 - a. Career
 - b. Financial
 - c. Goal Setting
 - d. Referrals

11. Financial Literacy Education
 - Financial planning, obtaining credit, credit card management, interest rates, household budgets, and savings plans.

15

Required Program Activities Cont.



12. Entrepreneurial Skills Training
 - Research marketing needs, finances, business plans

13. Labor Market Information
 - High demand sectors
 - Career exploration

14. Transition to Postsecondary Education and Training

16



Occupations in Demand

TENCO OCCUPATIONAL TRAINING LIST				
MAY 22, 2025				
Health Care	Manufacturing, Distribution & Logistics	Construction / Skilled Trades	Professional, Scientific, and Technical Services	Education
Certified Medical Assistant	Advanced Manufacturing Technician	Carpentry/ Construction	Accounting	Elementary Education
Certified Nurse Aid/Assistant	CDL / Heavy Tractor Trailer	Construction and Heavy Equip. Operator	Computer Network Specialist	Middle Grades Education (Core)
Dental Assistant Expanded Duty	Electrical Engineering / Tech	Diesel Engine Mechanics	Computer Support Specialist	Secondary Education (Core)
Dental Hygienist EMT & Paramedic	Industrial Machinery Mechanics / Maintenance	Electrical Technician	Police and Sheriff Patrol Officers	Special Education
Licensed Practical Nurse	Mechanical Engineering / Tech	HVAC & Refrigeration		
Medical Lab Technician	Water / Wastewater Treatment Plant and System Operator	Lineman / Power Linen Installers		
Medical Records / Office		Pipefitters		
Physical Therapy Assistant		Plumbing		
Radiology Technologist & Specialization		Welding		
Registered Nurse				
Respiratory Technologist & Therapist				
Social Work				
Surgical Technologist				

17



Work Experience

- 20% of TENCO funds allocated for paid/unpaid work experience
- You are the employer of record
- Hourly wage is not a consideration
- Pay rate is for entry level
- FICA & Workers Comp is REQUIRED

18

Performance Outcomes



Service providers are expected to report on the following measures designated by the Education and Labor Cabinet.

COMMON MEASURES	DEFINITION
Earnings Performance rate: \$5,179	Median earnings of employment during 2 nd quarter after exit.
Measurable Skills Performance rate: 50%	% of participants in a program who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment, and who are achieving measurable skill gains toward such a credential or employment through the program.

19

Current Performance Outcomes



Service providers are expected to report on the following measures designated by the Education and Labor Cabinet.

COMMON MEASURES	DEFINITION
Placement in Employment or Education in 2 nd qtr. after exit Performance Rate: 71%	# of participants who are in employment, military or enrolled in post-secondary education and/or advanced training/occupational skills training in the second quarter after exit divided by # of participants who exit during the quarter.
Placement in Employment or Education in 4th qtr. after exit Performance Rate: 76%	# of participants who are in employment, military or enrolled in post-secondary education and/or advanced training/occupational skills training in the fourth quarter after exit divided by # of participants who exit during the quarter.
Credential attainment within 4 qtrs. after exit Performance Rate: 64%	# of participants who obtain a nationally recognized post-secondary credential or a secondary school diploma or it equivalent during participation or within one year after exit

20

Youth Incentive Examples



- Attain a High School Diploma
- Attain GED
- Achieve Basic Skills Improvement
- Achieve Post-Secondary certificate or degree
- Obtaining Unsubsidized Employment

21

Provider's Responsibility



- Recruitment
- Orientation/Assessment
- Determine eligibility
- Basic skills testing
- Develop individualized plan
- Remediation or referral to remediation (if applicable)
- Coordination of services
- Referrals
- Evaluate participant progress
- Enter participant data into state approved database

- Develop, oversee and evaluate work sites
- Problem solving/managing caseload
- Provide intensive case management
- Maintaining appropriate documentation
- Monitor occupational skills needs and progression
- Budget oversight for paid participant activities and line-item budget activities

22

Provider's Responsibility Continued



- Develop and facilitate job readiness/leadership development/independent living skills curriculum/workshops based on individual need
- Meet regularly with participants
- Overseeing funds allocated in the contract
- Developing adult mentoring activities
- Case management and counseling in personal, educational and career-oriented topics
- Career guidance and exploration
- Follow-up services for exited youth
- Coordination with the One-Stop Career System

23

Proposal Specifics



- 1-year contract with three renewal options
- Line-item budget
- Due: **April 6, 2026** at 4:00 PM to BTADD Offices
- ***New Due Date due to Good Friday**
- Copies needed: 1 original and 3 copies

Faxed or emailed proposals will NOT be accepted.

Submit to:

Buffalo Trace Area Development District

201 Government Street, Suite 300

P.O. Box 460

Maysville, KY 41056

Phone: 606-564-6894

24

General Guidelines



- Have ALL attachments as requested in the order as stated in the RFP
- 2 separate narratives are required: Administrative Budget and Proposal
- Answer each question in **complete sentences**
- In-kind services should be listed on the budget narrative and not on the budget
- Ensure all required signatures are included on the documents
- If a combined in and out-of-school proposal, identify services specific to each program

25

Budget Proposal



Pages 32 – 35 of RFP

Any questions?

26

How will my proposal be scored?



<u>Evaluating Category</u>	<u>Points</u>
General Program Operations	20
Program Activities and Design	45
Performance	10
Budget	25
<u>Bonus Points:</u>	
Proposal Serving Multiple Counties	5

27

Written Questions



Haley Allen

hallen@btadd.com

Buffalo Trace Area Development District

201 Government Street, Suite 300

P.O. Box 460

Maysville, KY 41056

Phone: 606-564-6894

Written Questions Due: April 1, 2026 at 4:00 p.m.

28

Timeline



1. March 2, 2026 – RFP issued
2. March 19, 2026 – 9:00 am Bidders Meeting
3. April 1, 2026 – (4:00 P.M. EST) Deadline for written Questions
4. April 6, 2026 – (4:00 P.M EST) RFP due to Buffalo Trace ADD ****NEW DATE****
5. April 2026 – Youth Committee will convene to review proposals
6. May 20, 2026 – Workforce Development Board considers funding of proposals
7. May/June 2026 – Contract Negotiations and finalizations, trainings for service providers
8. July 1, 2026 – Contract activities begin.

29



Thank you for your time.

30