

**New York State Department of Labor (NYSDOL) Transgender and Non-Binary Wellness and Equity Fund (TWEF)
Request for Proposals (RFP) Summary Matrix**

Purpose	<p>The purpose of this NYSDOL TWEF RFP is to support organizations that demonstrate the capacity to increase access to employment for transgender, gender non-conforming, and non-binary individuals (TGNCNB); promote employment equity for TGNCNB individuals through full and equal access to training services; and eliminate bias and discrimination based on gender identity and expression in the workplace.</p> <p>Funds can be used for organizations to develop and enhance comprehensive workforce development services and expenses for TGNCNB individuals within NYS, including occupational skills training, career development services, and supportive services. Additionally, the funding aims to support the implementation of proven strategies or innovative interventions to address issues related to the key employment barriers impacting TGNCNB communities including, but not limited to, economic stability, education, and social and community factors.</p> <p>These funds seek to help TGNCNB individuals enter the workforce, qualify for employment, achieve full employment, or increase wages through skill development.</p>
Funding	<p>This RFP seeks to provide up to \$1M in TWEF funding annually, subject to availability of funds, to fund workforce development organizations and programs serving TGNCNB individuals, prioritizing TGNCNB-led and staffed organizations.</p> <p>Initial TWEF awards may not exceed \$250,000 per Bidder for the first year of the contract, with the option to renew the contract for up to two (2) additional years.</p>
Use of Funds	<p>TWEF funding is intended to fund one (1) or more of the following activities: occupational skills training, job preparation/career development skills, soft skills/work readiness, peer mentorship, and/or mid-career upskilling.</p> <p>Funds may be used to deliver the Bidder’s own program or to enlist the services of a training provider to deliver the training. Tuition and other fees may not be charged to the program participants served under this TWEF funding opportunity. Participants cannot contribute to the cost of the training(s).</p> <p>Bidders may subcontract components of the scope of work. For those Bidders that propose subcontracting, it is preferable to identify subcontracting agencies during the proposal process.</p> <p>Participant trainings may take place outside of NYS; however, any participant travel costs must be paid by the Bidder using non-TWEF funds. The Bidder must also provide adequate justification for any training that takes place outside of NYS. Training can also be a distance learning course, but the participants must be NYS residents.</p>
Allowable Costs	<ul style="list-style-type: none"> • Costs of providing occupational and/or career development/work readiness skills training course(s); • Credentialing exam fees; • Textbooks or training materials directly associated with the training, including electronic devices required for training (i.e., tablets or laptops) with an acquisition cost of up to \$999 per electronic device; • Software to deliver the program of training, even if over \$1,000; • Program/Curriculum development, no more than 20% of available funding; • Human resources training; basic safety training; sexual harassment training; diversity training; or orientation training, if part of a larger curriculum; • Conferences, seminars, and/or payment of fees associated with attendance at conferences, seminars, or meetings of professional organizations related to workforce development skills; • Distance learning fees (i.e., the fee for the training slot and software to deliver the training program); and • Supportive Services payments: <ul style="list-style-type: none"> ○ Incentives: Encouragement for participants that meet training benchmarks while participating in the program. Documentation of participant receipt of the incentive must be submitted prior to reimbursement; and

	<ul style="list-style-type: none"> ○ Stipends or money paid for services that address the needs of prospective participants, including but not limited to, childcare, transportation, and housing.
Contracts	Initial contracts resulting from this solicitation will be awarded for a period of up one (1) year. At the discretion of NYSDOL, and provided there is sufficient allocation, contracts may be renewed for up to two (2) additional one-year periods. Contractors must submit an updated budget prior to the start of each renewal term. Contracts may not be extended beyond three (3) years and Bidders must include only the training opportunities that can be reasonably accomplished within a three-year period. All activities funded must end on or before the end date of the contract and any activities that occur after the contract end date are not eligible for reimbursement under the contract.
Bidder Eligibility	<p>Eligible Bidders for this RFP include not-for-profit (NFP) entities only.</p> <p>In addition, eligible Bidders must:</p> <ul style="list-style-type: none"> • Attest to be one (1) of the following: TGNCNB-led; TGNCNB-staffed; or serving TGNCNB individuals, families, and communities in a culturally competent and affirming way that addresses the specific social and structural barriers experienced by TGNCNB individuals. • Have two (2) or more full-time employees or the equivalent of two (2) full-time employees. Four (4) part-time employees working hours equivalent to 50% of a full-time employee can meet this requirement; • Be in good standing with regards to the laws, rules, and regulations for Unemployment Insurance (UI), Worker Adjustment and Retraining Notification Act (WARN), Public Work, Labor Standards, Safety and Health, NYS Department of State Division of Corporations, Workers Compensation Insurance, and Disability Insurance; • Be headquartered in NYS or have at least one (1) site located in NYS at the time of proposal submission; • Be able to serve a cross section of clients who are representative of the TGNCNB population in a culturally competent and affirming way, responding to, and addressing the range of sexual and gender diversity within the TGNCNB community; • Provide services that are ethnically, culturally, linguistically, and age appropriate, and delivered at suitable developmental and literacy levels; and • Address the specific social and structural barriers to employment experienced by TGNCNB individuals, especially those identified in the NYSDOL 2023 Transgender Employment Study.
Participant Eligibility	Eligible participants for the TWEF RFP are TGNCNB individuals within NYS.
Additional Information	The completed proposal with all required attachments must be submitted through the Statewide Financial System (SFS) no later than 4:00pm NYS Time on January 17, 2025.

The full RFP can be found at <https://dol.ny.gov/funding-opportunities-0>.