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**HCJFS REQUEST FOR PROPOSAL  
TRAINING FOR SUPPLEMENTAL  
NUTRITION ASSISTANCE PROGRAM  
EMPLOYMENT AND TRAINING  
(SNAP E & T) PARTICIPANTS and  
TANF TRAINING PARTICIPANTS  
RFP SC05-18R**

**ADDENDUM 4**

**Q1.** We assume our food service training program would fit under “recreation and hospitality” sector, particularly because the credit hours related to Cincinnati State link to their hospitality department, rather than chef/culinary. Can we assume our Cincinnati COOKS! program is eligible, or do you need additional information to determine? (ServSafe is the industry recognized certification).

**A.** COOKs should be appropriate for recreation and hospitality, but we may need to talk about the funding model for the program. We want to manage any perception that we would use public funds to pay for a program that is generally free to the public, if that’s the case.

**Q2.** Is it program eligible if we don’t have 3 previous years of outcomes? We only have about 2 years of outcomes for LIFT the TriState (our logistics job training program), but we have more than 10 years of experience and outcomes in workforce development for a different field and distribution/logistics is a huge part of what we do as a Food Bank (since 1971). Also, our program manager has more than three years of direct experience in job training in this field.

**A.** Less than three years is not a problem. Get us what you have. If there is very little or very poor data, we may need to start the contract with a provisional span where funding and authorizations will be limited until a track-record of success is established.



**Q3.** For participants we recruit, do they need to be SNAP eligible or currently enrolled in SNAP before starting our program? We understand they are still subject to your approval.

**A.** We cannot assure funding availability for any student that begins training prior to issuance of a SNAP or PRC/TANF voucher or similar training funds authorization. For SNAP E & T purposes, the consumer must be receiving SNAP benefits at the start of the program.

**Q4.** If participants complete the program, but do not pass the exam for industry recognized certification, will they still be reimbursed at 50% or 100%? Example - our distribution and logistics training participants receive forklift, OSHA and other relevant training and certification, but only about 80% pass the exam to receive their Certified Logistics Associate's certificate with credit to Gateway Technical and Community College. They are able to re-take, but if they can't pass the CLA, are they still eligible for reimbursement because of the other machinery training? Same question for Cincinnati COOKS! - they still receive a certificate of completion that is well known regionally, but is ServSafe certification (passing the exam) required?

**A:** HCJFS will adhere to their payment policy – payment of 50% of the total cost to the vendor at the start of the training and 50% upon completion. The vendor should work with the participant to help them obtain their certification. A vendor that has a large number of participants complete the program but not pass the exam for industry recognized certification may not have their contract renewed by HCJFS.

