PRIORITY HIRE GRANT PROGRAM QUESTIONS AND ANSWERS
_____

Q: **Assuming we are awarded a grant, can we use the CWA grant money now to help offset staff costs to create and launch the program? Or the grant money can only be used after a designated project is awarded and is ready for construction.**

A: **Once King County has made a grant award to an entity, the funding may be used for the following elements of a local Priority Hire Program:**

- **CWA Administrator (can be staff and/or a consultant resource, or King County)**
- **Reporting System (set up and licensing costs)**
- **Legal Analysis (legal expertise to advise on design and start-up of local Priority Hire Program)**
- **Staff Training (training for project managers, management, etc.)**
- **Data Analysis/Reporting (standard reporting on program results)**
- **Website Development (local jurisdiction site to track progress of project(s))**
- **Community Outreach (for recruiting priority hire workers from community and pre-apprenticeship programs)**

Q: **Does King County need to have oversite of and / or review the plans, and contract specifications during design?**

A: **No, there is no requirement for King County to review plan or contract specifications during the design phase of the procurement process. However, consultation with the County is advisable to ensure the use of a Community Workforce Agreement (CWA). Early identification of these elements in the procurement process is important and informative for prospective bidders, particularly if an alternative public works delivery method is contemplated.**

Q: **Because the grant money is federal, do we need to get NEPA during design?**

A: **The federal agency that is the source of funding for your project will determine application of the NEPA regulations at 40 CFR 1500-1508.**

_____

Q: **Does the project need to conform to the Local Agency Guidelines (LAG) Manual?**

A: Projects using Federal Highway Administration (FHWA) funds for transportation projects are subject to conformance with Local Agency Guidelines (LAG) from the Washington State Department of Transportation (WSDOT). Recommend that entities with projects that include FHWA funds consult directly with the WSDOT to ensure that these projects adhere to statewide policies and standards in the LAG manual. Click the following link to access an online copy of the LAG Manual: WSDOT LAG Manual.

Q: **Do we need to coordinate this federal grant with WSDOT local programs office?**

A: Recommend that entities using projects assisted with FHWA funds consult with the WSDOT Local Program Office. For questions or comments, contact Local Programs Headquarters (HQ) or Region staff. Visit the following link: Contact support for WSDOT Local Programs.

Q: **Can a public agency, like Seattle Public Schools, with a Priority Hire program in its early stages qualify for the grant?**

A: King County expects to fund grant proposals that include a clear vision for how the jurisdiction plans to move forward with Priority Hire by: (i) Moving forward with a local Priority Hire pilot project; or (ii) Initiating a phased approach with a pilot project followed by a broader implementation at a later date; or (iii) The immediate start-up of a full program.

Q: **If so, can another agency like the City of Seattle apply on behalf of Seattle Public Schools since we are the administrator doing the work for the district?**

A: King County is seeking grant proposals from public entities that have an interest in developing a Priority Hire program. King County expects to fund grant proposals from applicant jurisdictions that

will implement a Priority Hire, not public entities that already have an existing fully implemented Priority Hire Program underway.

Q: **Can we Seattle Public Schools [sic] use other hiring goals in addition to the Priority Hire goals?**

A: Contact King County to schedule a one-to-one consultation to discuss hiring goals that are in addition to the hiring goals that are already identified in the King County Master Community Workforce Agreement (MCWA).

Q: **Can we substitute KC Diversity Compliance (B2GNow) and/or LCPtracker with SPS's versions and send reports to KC?**

A: No. All Proposers must agree to use King County's Diversity Compliance Management System (DCMS). The use and purpose of the DCMS is to ensure that contractor and program performance data is appropriately assessed and available for reporting results.

Q: **Can you give a quick answer as to how the funds are obligated? This link is extensive and I'm hoping there's a quick answer. See U.S. Department of Treasury, Coronavirus State and Local Fiscal Recovery Funds, Final Rule Frequently Asked Questions 13.7 (discussing when funds are considered obligated for purposes of this funding source), at** https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf

A: Grant funds will be obligated when awards are finalized via a fully executed contract, and all available funds must be obligated by the end of 2024.

Q: **Should we include projects that are already under construction and are administered by our team or just new projects that haven't started construction yet?**

A: The County plans to award grants to successful applicants that can be used to fund startup expenses on one or more construction projects that

have not started work and that briefly describe the estimated schedule milestones associated with each project, to include the estimated start and completion timeframes for the design, bidding, and construction phases.

Q: How do we access Attachment A: Priority Hire Program Elements form? And Grant Cost Proposal Spreadsheet? The links are not working.

A: The links to Attachment A have been fixed and are workable. Visit the following link to access Attachment A: please refer to Attachment A: Priority Hire Program Elements form.

Q: Do you have the list of application questions in a word document?

A: A comprehensive listing of questions submitted from prospective proposers is available on the King County Priority Hire Grant Program website at: Priority Hire Grant Program QAs.ashx (kingcounty.gov)