

Activator, Activator Plus, and Regional Lead Frequently Asked Questions CWOP 5.0/6.0 FA

Funding

1. For Activator Plus, to qualify for the \$125,000 funding per year, do we just need to perform at least one of the Activity Scopes listed, or would it require to perform more than one activity scope to obtain the \$125,000 funding per year?

Answer: For Activator Plus (AP), organizations must select at least one role and perform some level of outreach as an Activator. Funding for AP is up to 350,000 for one or more roles but will not exceed \$350,000 for any single or combined roles and be awarded additional funds up to \$125,000 for its outreach activities.

Example:

AP organization selects two roles and applies for training for \$125,000 and direct support for \$225,000 and is awarded \$350,000 for both activities, and details outreach events costing \$75,000. The total award is \$425,000 each year of the two-year CWOP period.

2. Are the two years of funding for both CWOP 5.0 and CWOP 6.0?

Answer: Yes.

Invoicing

3. Regarding financials, will CWOP grantees need to submit receipts for supplies bought etc. or will we do our own tracking and invoice a total sum?

Answer: CBOs will retain receipts for inspection if requested. The CBO will submit a detailed invoice to DIR.

Modification to awarded funding after Grantee is awarded

4. Could an applicant apply for the Activator role initially, and after the first-year request additional funding to expand to Activator Plus during the second year of funding?

Answer: It depends on the amount of funds awarded and committed. If there is room for additional activities, then yes. In that case, a new grant agreement amendment will be required with justification.

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Budget

5. Will the budget template be required to be submitted with the application? Or is it required once the CBO is awarded?

Answer: DIR will not be asking to see a budget until after the awardees are announced so the awardees can structure their budgets according to the funding amount they are awarded.

Co-Applicants

6. Can two organizations work together to apply for the Activator Plus role but split the activities? One organization would be doing outreach and another coordinating large events and training.

Answer: One organization must be the primary applicant. The primary organization can procure a consultant to perform certain activities identifying the secondary consultant organization in the detail of the application. Or the secondary organization can apply as an Activator on their own.

7. If two organizations did apply jointly, would it be possible to provide grantee references/funders for one of the organizations but include the accomplishments/experience of the co-applicant in the application?

Answer: Yes, this is permissible.

Claims

8. Can you provide examples of alternative options to resolving these cases? How will the scope of work be counted as completed? When filing claims or just the education on the process of claims through outreach activities?

Answer: Alternative options to resolve cases could include direct negotiations with an employer, other venues or enforcement agencies available to address the claim, or collective engagement with other workers to address the conditions that give rise to the worker claim or complaint. DIR will develop a reporting mechanism to track, for example, the number of workers served, the type of services provided, and outcomes of the services.

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CORD

9. Can I start an application, save my progress, and come back to it?

Answer: Yes, you can.

10. How would two organizations count attendees if they're doing the same event together? Would they be double counting attendees?

Answer: There cannot be double counting of attendees. Please note the joint effort in reporting and the data will be adjusted.

Deadline to apply

11. What time and date is the deadline to submit the CWOP 5.0/6.0 application?

Answer: The deadline has been extended to 1/10/2025 at 5:00 PM.

12. Will all applications be considered after the due date or will they be processed on a rolling basis as they are submitted?

Answer: With the extension of the deadline to 1/10/25, the applications will be screened after the due date.

Deliverables

13. Are deliverables required or is there an option to choose your deliverables?

Answer: All roles must conduct outreach. For the Activator Plus role, your deliverables will depend on which outreach activities you choose to conduct and the outreach deliverable which is required.

14. Do we need to state our deliverables for both years if they're the same?

Answer: Please note that in the application.

15. Is there a specific number of deliverables expected for the maximum amount?

Answer: The amounts awarded are determined according to each application, not a number of deliverables unless stated performance requirements.

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DIR Support

16. For the Activator Plus, in regards to additional activities (for the \$125,000 funds), will there be some assistance or guidance from CWOP team in setting up large (or even small) events such as presentation topic, how to coordinate a large event such as room reservation, marketing and foods and drinks? And will these event's cost be covered by CWOP or will it come out from our funding budget?

Answer: Event costs come from the CBO's awarded budget. Technical assistance can be provided by the Regional Lead and the CWOP program consultant. DIR staff can assist with the coordination of state speakers.

Regions

17. If our organization serves different regions in California, do we need to apply multiple times?

Answer: You should only apply once and list the regions you service in California on that application.

18. Do you have a breakdown by region as to the dollar amounts to be awarded for Activator (or any other roles)?

Answer: No.

19. Could there be partial awards to achieve regional diversity? For example, if you apply for more than one region, but there are too many in one region, could you be awarded for other regions?

Answer: Possibly.

Reporting Requirements

20. Will you be going over reporting requirements and how they differ based on each role?

Answer: DIR will review reporting requirements in the orientation sessions for awardees.

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Roles

21. Are co-regional leads allowed?

Answer: Yes.

22. If your organization is statewide, is there a way you could apply? Since we are not a Black Worker Center?

Answer: Yes.

Subcontracting

23. If, as a Regional Lead, we have close to 20 sub-contractors across the state, would we need to list each of them in the application?

Answer: Yes.

Training

24. Would DIR have more training available for new staff to learn the complaint and claim process if we need them to have more detailed training on that?

Answer: Yes.

Financial

25. If an international union provides funding to a union local for the purpose of outreach & education about workplace rights and/or supporting workers to file complaints or otherwise address violations, can they list their international union as a reference?

Answer: No. The organization that provides a reference should be separate and distinct from the applicant.

Eligible Expenses

26. For eligible expenses, does staff salaries include students, graduate student researchers, or student interns?

Answer: Yes.

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Material development

27. Page 4 of the RFP names distributing existing or pre-approved DIR materials. Does this mean that grantees are only providing information from DIR, not their own guides and training?

Answer: DIR is open to collaborating with awardees to develop materials. As customary, any materials with DIR or sister agencies logos on them will be subject to approval by each agency that has a logo on the material.