

Rolling Request for Quotes (RFQ)

Workforce Development Services & Systems

Submission	Rolling monthly review
Funding	Awards may be up to \$150,000, based on available resources and negotiated scope
Submit to	Email submissions and questions to info@scpaworks.org

Purpose

SCPa Works invites concise quotes and concept proposals from organizations, educational institutions, workforce intermediaries, employers, and community-based providers for workforce development services or systems in South Central Pennsylvania. **SCPa Works is especially interested in innovative, unique, and shovel-ready projects** that can be launched quickly, show measurable impact, and strengthen workforce development investments, programs, services, best practices, and organizational readiness.

Selected projects should help increase access to employment, credential attainment, earnings, career advancement, business engagement, service quality, or system capacity. Projects may be funded through the Workforce Innovation and Opportunity Act (WIOA) and/or other available workforce resources and must meet applicable funding requirements.

Geographic Scope & Participant Focus

Counties served	Participant populations
Adams, Cumberland, Dauphin, Franklin, Juniata, Lebanon, Perry, and York.	Adults, Dislocated Workers, and Opportunity Youth, with priority consideration for projects serving individuals facing significant barriers to employment.

What SCPa Works Is Looking For

Submissions should fall into one or both of the following categories. SCPa Works welcomes practical, partner-driven approaches that respond to regional workforce and employer needs.

Services • Direct participant, employer, or community services • Training, credentials, career coaching, work-based learning, or supportive services • Reentry, ALICE/low-income, opportunity or at-risk youth, distributed service delivery, and community access models • Job placement, retention, employer engagement, or sector partnership activities	Systems • Planning, infrastructure, and ecosystem-building projects (especially national) • Fund generation, strategic planning, outreach, communications, or employer engagement • Service integration, data/labor-market tools, partner coordination, and readiness work • Replicable frameworks that strengthen regional workforce capacity and best practices
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Strong Submissions Will Demonstrate

- A clear workforce, employer, community, or system need that the project will address.
- A shovel-ready implementation plan with a realistic launch timeline and staffing approach.
- Practical innovation - a model, partnership, service design, or system improvement that adds value beyond existing services.
- Measurable outcomes, such as participants served, credentials earned, job placements, retention, employer engagement, referrals, process improvements, or system capacity gains.
- A reasonable budget, strong organizational capacity, and an ability to meet required reporting and compliance expectations.
- Potential for scale, replication, sustainability, or integration with the broader workforce system.

Simple Submission Format

To keep this RFQ straightforward, applicants are encouraged to submit one concise document. SCPa Works may request additional detail during review. Submissions should include:

Applicant information Organization name, contact, organization type, counties served, and project partners, if any.	Project overview Project title, category, requested amount, proposed start date, and brief summary.
Need and approach The need, proposed solution, target population or customers, and what makes the project innovative, unique, or ready to launch.	Implementation plan Key activities, timeline, staffing, partner roles, referral or recruitment plan, and milestones.
Budget Amount requested, budget categories, brief budget narrative, and any leveraged or matching resources.	Outcomes and capacity Measurable outputs/outcomes, relevant experience, fiscal/reporting capacity, and sustainability or scaling plan.

Review Process & Evaluation Considerations

Submissions will be reviewed monthly on a rolling basis. SCPa Works may request clarification, revisions, budget adjustments, or a follow-up conversation before making a funding decision. Awards are subject to funding availability, negotiated scope, and applicable procurement and compliance requirements.

Alignment Fit with regional workforce priorities, employer needs, and participant or system impact.	Readiness Ability to launch quickly with a clear implementation plan and responsible staffing.	Impact Clear, measurable outcomes and a realistic plan to track progress.
Innovation A distinct model, partnership, service design, or systems improvement.	Budget Reasonable costs, leveraged resources where applicable, and clear value for investment.	Capacity Experience, fiscal controls, reporting capacity, and ability to comply with requirements.

How to Submit

Email submissions and questions to info@scpaworks.org. Please use the subject line: **Rolling RFQ Submission**.

Important note: This rolling RFQ is intended to identify promising services and systems for potential investment. Submission does not guarantee funding or create a contract. SCPa Works reserves the right to decline any submission, negotiate scope and budget, request additional information, and make awards based on organizational priorities and funding availability.