

Frequently Asked Questions – FTE Pilot

Section 1: The opportunity															
Question	Answer														
1.1 How many applications can I submit?	<p>For this information, please refer to the Request for Proposal (RFP). However, the following table is an example of how many Proposals Respondents can submit:</p> <table><tr><th></th><th>Youth Development Opportunities RFP</th><th>[Youth Development] FTE Pilot RFP</th><th>Youth Enterprise Programmes RFP</th></tr><tr><td>Respondent A</td><td>Yes</td><td>No</td><td>Yes</td></tr><tr><td>Respondent B</td><td>No</td><td>Yes</td><td>Yes</td></tr></table>				Youth Development Opportunities RFP	[Youth Development] FTE Pilot RFP	Youth Enterprise Programmes RFP	Respondent A	Yes	No	Yes	Respondent B	No	Yes	Yes
	Youth Development Opportunities RFP	[Youth Development] FTE Pilot RFP	Youth Enterprise Programmes RFP												
Respondent A	Yes	No	Yes												
Respondent B	No	Yes	Yes												
1.2 How do I withdraw my Proposal in SmartyGrants? OR How do I withdraw my Proposal in SmartyGrants <u>and</u> replace it with an updated Proposal submission?	<p>To withdraw your Proposal in SmartyGrants, or to withdraw your Proposal in SmartyGrants <u>and</u> replace it with an updated Proposal submission, you must do the following:</p> <ol style="list-style-type: none">The person who is noted in the Authority to Apply section of the SmartyGrants Proposal form (refer to Page 1) must:<ol style="list-style-type: none">email MYDfunding@msd.govt.nz before 05.00pm Wednesday 12 October 2022 to request withdrawing the first Proposal <u>and</u>reference in the email, the SmartyGrants Proposal number (i.e. Application number) that you wish to withdrawMYD will check the request meets the above requirements and will acknowledge receipt of your email and confirm it will action your request. If any incorrect information is submitted, MYD will not action the request and will advise you accordingly.An updated Proposal submission <u>must</u> be submitted in SmartyGrants no later than 05.00pm Wednesday 12 October 2022. <p>Any email requests received after the deadline will not be actioned and your first Proposal submitted in SmartyGrants will be considered.</p>														

Section 2: Our Requirements	
Question	Answer
2.1 Will I need to have Full-Time	<ul style="list-style-type: none"> • The Respondent must confirm they will have the FTE/s in place when the contract commences in January 2023.

Section 2: Our Requirements	
Question	Answer
Equivalent qualified youth workers in place prior to applying to be part of the [Youth Development] Full-Time Equivalent Youth Worker/ Practitioner Pilot (FTE Pilot)?	<ul style="list-style-type: none"> • In your Proposal, you will be asked to indicate whether you are applying for either one or two FTEs. • Should you be successful, you will be asked to provide the • Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi with a copy of the employment agreement for each staff member included in your FTE calculation.
2.2 What is meant by “young people with moderate needs”?	For this information, please refer to the Request for Proposal (RFP).
2.3 What if one of my youth workers doesn’t have a relevant Level 4 qualification?	<ul style="list-style-type: none"> • If your youth worker/practitioner has at least two years of youth work experience AND is ready to enter a relevant study programme to achieve a Level 4 NZQA qualification, you can include them as staff under the FTE Pilot. • Should you be successful, as a condition of payment on your MYD contract, you will be asked to provide documentation confirming the study programme the staff member has entered.
2.4 Why do we have to deliver to at least one priority cohort?	MYD aims to distribute funding equitably to ensure access to youth development opportunities for young people who are disproportionately disadvantaged (i.e., priority cohorts).
2.5 Our organisation does not have Social Sector Accreditation (SSA) Standard Level 3, 2 or 1. Can SSA be obtained after Successful Respondent notification but before the expected commencement date of the Contract?	<p>Refer to the RFP, Section 2.3, 1. Pre-conditions to submit a Proposal.</p> <p>MYD are not seeking collaborative Proposals for the FTE Pilot.</p>
2.6 Can a programme only target MYD’s priority cohorts?	MYD funding is inclusive for young people aged 12 to 24 years and preference will be given to Proposals that provide services to one or more priority cohort.

Section 2: Our Requirements	
Question	Answer
Can young people outside the priority cohorts attend our programmes?	
2.7 We are a national provider with regional offices across New Zealand. Can each regional office submit a Proposal?	Respondents can only submit one Proposal per funding stream. Refer to the RFP and FAQ 1.1 above.
2.8 Is there consideration for Proposals outside of the priority regions, if a need is identified?	Yes, but preference will be given to Proposals from the priority regions.
2.9 If two qualified youth workers are used to fill one FTE role (2.4.1b), what is the flexibility for the division of 40 hours, and can they be employed by the Respondent for other duties outside of the FTE pilot for additional hours.	No.
2.10 If we apply for the Youth Development Opportunities RFP does that mean we cannot apply for the [Youth Development] FTE Pilot RFP and vice versa?	Yes. A Respondent can only submit one proposal in the Youth Development funding stream (refer to table in FAQ Section 1.1. above)
2.11 The aim is 60 YP per year, is this for the full year or part? Ie, can this be	60 YP per year means per calendar year. Please refer to the RFP and SmartyGrants.

Section 2: Our Requirements	
Question	Answer
15 YP each school term?	
2.12 Referring to 2.4.1.b.i - Our youth worker does not hold a Level 4 qualification in youth work. He has more than two years of youth work experience, and is willing to receive youth work training if there is a programme we can find to do this. Would you accept his applied social work master's degree for the purposes of this Proposal? It is not youth-specific, so that will be up to your discretion.	<p>Refer to FAQs, 2.3.</p> <p>Individualised advice will not be available as MYD is committed to running a contestable funding process that is equitable to those who apply. All general questions and answers are available on the MYD and GETS websites.</p>
2.13 Referring to 2.4.1.b.iii - Does 'face-to-face engagement' mean 1:1 solely, or does this mean 1:1 as well as group face-to-face engagement?	<p>MYD expects a minimum contact time of 20-25 hours dedicated to 1:1 time with young people per week.</p> <p>This means 1:1 solely.</p>
2.14 Referring to 2.4.4 - We already operate a study programme with our own youth workers. Would this activity be excluded unless provided by someone employed by an educational institute?	<p>Refer to the RFP requirements/criteria.</p> <p>Individualised advice will not be available as MYD is committed to running a contestable funding process that is equitable to those who apply. All general questions and answers are available on the MYD and GETS websites.</p>

Section 2: Our Requirements

Question	Answer
2.15 Can this funding be used to fund a new or existing FTE to deliver the programme?	Yes. The FTE must be dedicated solely to the Pilot as per the RFP.

Section 3: Our Evaluation Approach

Question	Answer
3.1 Can I submit previous Annual Reports?	The most recent publicly available annual report (e.g., from 2021-2022) can be submitted to support your Proposal.