

## **2024-2025 OCCUPATIONAL SAFETY AND HEALTH TRAINING AND EDUCATION (OSH T&E) PROGRAM Questions and Answers**

### **Bid Number – OSH T&E – 2024**

(Updated December 8, 2023. New questions and answers are added frequently and indicated below after each revision date.) The Request for Proposals (RFP) is available on NYSDOL's [Hazard Abatement Board webpage](#).

**Q #1.) We partner with a group of trainers that are certified as MBE by the City of New York. They don't have the State certification. Would they count toward the 30% participation goal?**

A #1.) Per Section II.G.1. of the RFP, "NYSDOL is required to promote opportunities for maximum feasible participation of NYS certified Minority and Women-owned Business Enterprises ("MWBEs") and the employment of minority group members and women in the performance of the NYSDOL contracts." Therefore, the NYC certification does not count for state contracts. To count towards certification, they must be NYS certified.

**Q #2.) When developing the budget, is there a maximum percentage of the award's amount that we need to be aware of for subcontracting?**

A #2.) There are no minimum or maximum percentages required for subcontracting purposes during budget development.

Please note: The awarded agency is responsible for all funds allocated to a subcontractor which may include MWBE/Service-Disabled Veteran-Owned Business (SDVOB) utilization goals and required backup documentation for reimbursement.

**Q #3.) May a municipality apply for a contract to provide training to its own employees and volunteer fire department personnel?**

A #3.) Yes, per Section III.A. of the RFP, a municipality is an eligible bidder and may apply for funding to provide training to its employees. This training could be extended to the volunteer fire department personnel if they are considered employees of the municipality.

**Q #4.) Are community college consortium projects both eligible and fundable under this grant opportunity for the current cycle?**

A #4.) Per Section III.A. of the RFP, eligible bidders for funding must:

- Qualify as one of the NYS Labor Law Article 29 categories of eligible Bidders: Public or Private Businesses; Labor Organizations or their Federations; Municipalities; Trade Associations; [Not-for-Profit] NFP Organizations; or Educational Institutions operating within NYS;
- Employ at least two (2) or more paid employees;
- Be headquartered in NYS or have at least one (1) site located in NYS at the time of application submission; and
- Be in good standing regarding: Unemployment Insurance (UI); Worker Adjustment and Retraining Notification Act (WARN); Public Works; Labor Standards; Safety and Health;

NYS Department of State Division of Corporations; Workers Compensation Insurance; and Disability Insurance.

This Section of the RFP also states that joint proposals other than those from joint labor-management will be considered for funding. Therefore, since community colleges are considered educational institutions, community college consortium projects are eligible and fundable for this grant opportunity.

**Q #5.) Are support letters a necessity for recurrent grant applicants?**

A #5.) No, letters of support are not required for this solicitation, whether a new or recurrent applicant.

**Q #6.) Would a cannabis business be eligible to apply for OSH T&E funding?**

A #6.) Yes, as long as the organization qualifies as one of the eligible bidders listed in Section III.B. of the [RFP](#) and meets all the eligibility requirements, they would be eligible to apply for this funding.

**Q #7.) Does the Hazard Abatement Board consider payment for the processing of NYC Department of Buildings SST cards (including OSHA 30, Drug and Alcohol Awareness, and fall protection) an allowable cost?**

A #7.) Yes, this would be considered an allowable cost if OSH T&E funding is also paying for the training associated with the site safety training (SST) card. The processing of the SST cards should be included in the submitted proposal budget.

**Q #8.) Under the Restrictions on the Use of Funds section, it indicates activities which promote safety and health but are not related to occupational safety and health hazards, including, but not limited to, CPR or First Aid Training, fire extinguisher training, and sexual harassment training are unallowable. Would Stress training be allowed? We have a new module being developed that teaches what stress is, how it can be good and bad, the ways it affects you, how to recognize it, and methods to reduce.**

A #8.) If the stress modules are covered as part of the broader HAB award training curriculum, then these modules are covered and should be included in the proposal budget.

However, if the stress training is standalone and part of the organization's Human Resources purview (e.g., sexual harassment training) then the HAB award money would not cover the course.

**Q #9.) Can an organization propose to present trainings to more than one industry? For example, Agriculture (11) and Accommodation and Food Service (72)?**

A #9.) Yes. An organization may present trainings to more than one industry and within the same proposal.

**Q #10.) Can an organization propose to present trainings on more than one topic? For example, can we present on both Chemical Exposure *and* Workplace Violence?**

A #10.) Yes. An organization may present trainings on more than one topic and within the same proposal.

**Q #11.) Can an organization present different topics and trainings to different groups?**

A #11.) Yes. An organization may present different topics and trainings to different groups as long as the participants meet the eligibility requirements as outlined in Section III. B., “As stated in Article 29, §886 of the NYS Labor Law, participants include employees and businesses at locations throughout the state.”

**Q #12.) Our organization deals with a population that is difficult to reach and for that reason we will have a higher cost per trainee than other applicants. Can you provide guidance on what an acceptable range would be?**

A #12.) With this being a competitive grant process, NYSDOL staff would not be able to individually advise on an acceptable cost per trainee. Proposed budgets are reviewed and scored by our Administrative Finance Bureau based on a formula which takes into account all proposed costs per trainee in each of the submitted budgets overall. Further information on how the proposed budget will be scored is located in Section V.D. of the [RFP](#).