

ATTACHMENT 5

PROPOSAL RECONSIDERATION PROCESS

The Greater Peninsula Workforce Board (GPWB), the Board for Local Workforce Development Area #14 under the Workforce Innovation and Opportunity Act (WIOA) of 2014, has the responsibility for selecting service providers for the Greater Peninsula region from among various applicants.

It is the desire of the GPWB to voluntarily provide an informal process for any applicant who submits a proposal which is not selected, to have the opportunity to request reconsideration of such action by the GPWB.

Therefore, the following proposal reconsideration process is authorized for use by the GPWB:

PROCESS STEPS

- 1) If a proposal is not accepted by the GPWB the Board's Deputy Director shall formally notify the applicant of such action within ten (10) work days of the final decision. Such notification will have attached thereto a copy of this process.
- 2) In the event the applicant desires reconsideration of a submitted proposal (s), such applicant shall submit a written request for reconsideration to the Board's Deputy Director within ten (10) work days of notification of the decision.
- 3) Upon receipt of such written request, the Board's Deputy Director shall within ten (10) work days of receipt of such, notify the Chairperson of the GPWB. The GPWB Chairperson shall within ten (10) work days of such notification, appoint an AD HOC Committee for the purpose of informally meeting with the applicant to discuss the request for reconsideration.
- 4) The Chairperson of the AD HOC Committee, appointed by the GPWB Chairperson, shall then set a time for a conference with the applicant, to be held within ten (10) work days or as expeditiously as possible, thereafter.
- 5) Said conference shall be informal, and shall be restricted to the AD HOC Committee, the applicant and Board staff, as requested by the AD HOC Committee Chairperson.
- 6) The AD HOC Committee shall allow, under procedures to be set by the AD HOC Committee Chairperson, the applicant to submit either orally or in writing, any additional information not previously submitted, as it relates to the applicant's proposal.
- 7) The AD HOC Committee shall report to the Executive Committee at their next regularly scheduled meeting the result of any vote taken as to whether to recommend proposal reconsideration and the reason (s) for any such recommendation or to affirm the original decision.
- 8) The GPWB Executive Committee shall consider such recommendation and act as it deems appropriate. Any such recommendation which results in the award of funding to an applicant's proposal or an increase in the original award amount of an applicant's proposal shall be presented to the full GPWB at its next regularly scheduled meeting, for action. ITA programs recommended for inclusion on the GPWB Approved ITA Vendor/Programs List may be added by Executive Committee.
- 9) Nothing contained in this process shall create a right to funding or a right of appeal if the AD HOC Committee does not in its sole discretion, recommend that the applicant's proposal be reconsidered by the GPWB Executive Committee. **NOTE: Applicants seeking resolution for a proposed ITA program(s) not being selected by the GPWB for inclusion on the Approved ITA Vendor/Programs List must first go through this local process before seeking resolution under the State Process.**