

**Request for Proposal Orientation**  
**February 5, 2016 10:00 AM**  
**Department of Labor Conference Room Dover, DE**

**Questions and Answers**

1. **What is the minimum wage?** Currently minimum wage is \$8.25 per hour; however, Delaware State Senate 148# General Assembly passed Amend Chapter 9, Title 19 to raise minimum wage to \$8.75 per hour effective June 1, 2016. When submitting your proposal use the \$8.25 dollar amount.
  
2. **Section V-4. Second sentence “It is the Department of Labor’s expectation that there will be no pre-recruitment prior to the announcement of the awards.” What does this mean for the proposing agencies?** No agency should be accepting applications for the State Summer Youth Program prior to the announcement of the awards.
  
3. **Attachment D is the sample of the Time Sheet to be used to record time for SSYP participants.** Could an agency use another timesheet? Yes, as long as they get prior approval from DOL SSYP Contract Manager.
  
4. **Can agencies add Administrative Cost to the proposal?** No, funds are only allowable to pay the wages of the youth participating in the SSYP, the employer’s share of FICA liability, Unemployment Insurance, and Worker’s Compensation Insurance for SSYP participants.