

Q & A from 11/2/09 "Bidders" Conference at the LOB

Questions

1. **Q: Budget period for year one?**

A: 1/1/10 – 7/31/10 – 6 months, Budget should be written from January 1, 2010 ending July 31, 2010.

2. **Q: Can proposals be submitted electronically?**

A: Yes

3. **Q: How to sign electronically?**

A: You can PDF your proposal, scan them or use a font that is close to a signature.

4. **Q: If we have a program that does not entirely serve the RFP target population, can we still apply?**

A: Yes, but the greater the population, the stronger your application will be thus, making your chances greater.

5. **Q: Could we apply for less than \$5000?**

A: Yes, the amount will be at the discretion of the committee.

6. **Q: Will this grant serve "non-traditional / alternative schools"?**

A: Yes, does not necessarily have to be a school applying. Could also be a partnership, between a school and a CBO. Grants can be written as a partnership.

7. **Q: Can "new programs" vs. "long-standing program", be funded?**

A: Yes, no precedent has been set.

8. **Q: Are transportation costs allowable?**

A: Yes, as long as it supports the program. Funding cannot be just for transportation and cannot replace lost funding.

9. **Q: Is food allowable?**

A: Yes, use discretion

10. Q: Are personnel costs allowable?

A: Yes, must build a strong case and show that it is not supplanting already existing funds.

11. Q: If we have free use of a facility, can we use funding for staff?

A: Yes

12. Q: Are lodging costs allowable?

A: Yes, should be included in travel.

13. Q: Are “indirect costs” allowable?

A: Yes, allowable under certain circumstances. The more you include, the less attractive your proposal. For example: If your institution has an overhead level requirement, we need to have that in writing if you include indirect costs in your proposal.

14. Q: How are indirect costs defined?

A: Non direct program costs such as administration costs for the program/agency that are not directly related to the services being funded.

15. Q: Define “a student”

A: There’s no age limit, can be K-12 or College level

16. Q: Is referenced “evidence-based” practices a good thing or a bad thing?

A: A good thing, but should be within the size of the request. Modest – no formal evaluation needed, just specify how the program is “succeeding”.

17. Q: Are we required to describe how we’ll evaluate our project?

A: Yes, briefly.

18. Q: Can our program extend past 7/31?

A: Yes, as long as the funds are spent by 7/31. Can accommodate summer programs that will likely extend into August.

19. Q: What are the requirements as far as our participation with KnowHow2Go?

A: You will be required to attend quarterly meetings and contribute towards strengthening the network regarding early access to college and helping

strengthen success to college.

20. **Q: Regarding KH2GCT participation, would travel to meetings be an allowable expense?**
- A: Yes, “there funds available, however, meeting are local, within the state.
21. **Q: What do you mean by “sharing student data?”**
- A: Non-confidential data, not personal information such as names, social security numbers, etc. Just the number of people who have completed programs.
22. **Q: How much “non-grant-related” information on the agency do you want?**
- A: The more the better. Provide enough for us to better understand the “organizational context”.
23. **Q: Is the “close” date Aug. 13th or 15th?**
- A: August 13th this will be corrected on website.
24. **Q: Would minority students in “high honors” classes qualify as funded program participants? Should socioeconomic status tie in with race?**
- A: Must be the socioeconomic status and or first generation. Also a younger sibling of an older sibling who had attended college, but is from a “challenged” family, could still be a worthy program participant.
25. **Q: Explain “First Generation” students.**
- A: Neither parent has a 4 year degree.
26. **Q: Who should sign the applications?**
- A: Superintendent or chief person of your organization.
27. **Q: Regarding applicants, and funded programs, certifying the “financial need” of target students, will you accept “self-reports”?**
- A: Yes
28. **Q: How do you define “socioeconomic need”?**
- A: Can be defined in different ways, in need of financial aid, qualifying for free and reduced lunch programs is a good indicator of poverty level. Also the national

trio program defines it as 150% below poverty level and the state of CT Educational Opportunity Program describes it as 200% below. Just be specific when making your case with supporting information to back up your claim.

29. Q: Should proposals be considered a “one-year grant”?

A: Yes, but 1-2 year extensions will be considered – for a 6-12 month program -- with a new application. The new RFP will go out in the spring.

30. Q: To calculate costs for personnel, should we show (in the budget) “x teachers @ y hours?”

A: Yes

31. Q: Is there an expectation on the number of students who should participate in the program?

A: No, it’s not about the numbers. In fact, we hope to see some diversity in the number of program participants. Although a very small number may not be as competitive.

32. Q: Could we ask for funding for students to continue in postsecondary education, For example, not just incoming freshmen, but older students continuing?

A: Yes,