



## Questions Submitted Regarding the Local Solutions Grant RFP

Question	Response
<b>Eligibility</b>	
1. Is a SELPA eligible to be awarded the grant on behalf of the LEAs we support, since we work out of the County Office of Education? The grant doesn't specifically address SELPAs.	A SELPA is not an eligible applicant for this grant. Eligible applicants must have a CD or a CDS code from the California Department of Education. County offices of Education are eligible applicants.
2. We are looking for this grant to help with retention of special education teachers. Does this sound like we could potentially qualify for this grant or does this not look like the data would support it?	Addressing the retention of special education teachers is an eligible activity for the Local Solutions grant funding.
3. I just want to be clear about the ability to apply as a charter school. We are an independent public charter high school and want to make sure we are eligible to apply.	Eligible applicants must have a CD or a CDS code from the California Department of Education.
4. For consortium applications, do we need to document commitment from each consortium member through a signed letter?	Yes.
5. What would be considered a consortium? If a COE applies and will be supporting district candidates, is that considered a consortium? What if the district candidates are from out of county?	A consortium is a group of entities that choose to partner with each other for a specific purpose. Each member of the consortium is an individual entity. A COE is eligible on its own to apply for a Local Solutions Grant to recruit, prepare and retain special education teachers employed with that COE. A COE may also apply as a consortium if it represents other LEAs than just itself within a single grant application. If a COE applies on behalf of a consortium, the consortium can include eligible LEA members from anywhere in California.
6. I am writing on behalf of the State Special Schools, specifically the California School for the Deaf – Riverside (CSDR), to determine whether the school would be eligible to apply for the CTC's Local Solutions Grant Program. CSDR is a public school with a CDS code: 33 31625 3330834; we'd like to confirm whether the school	As noted in the RFP, eligible applicants must have a CD or a CDS code issued by the California Department of Education. Since the CSDR has a CDS code, it is eligible.



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can apply on its own as an LEA: 31625 is the "District code" issued to CSDR.	
7. Does it matter if it's in narrative format or bulleted format? How much detail is typically provided; is there an average length?	Applicants may include narrative and bulleted text. Applicants should provide sufficient information to respond to each scoring criterion. The RFP provides information in Section III regarding the format and length of the proposal.
8. What does from 5(c) "Explain the relationship and governance of the project within the grantee LEA in terms of internal institutional oversight, management and reporting" mean and how is this different from the elements described in 5(a) and (b)?	Applicants should describe what the oversight of this project will be within <u>the</u> administrative structure of the LEA, and how the management and reporting requirements of this project will be addressed by the applicant LEA.
9. Assuming the above is a 'yes', since we are based in Placerville, would there be additional stipulations for our application to meet the criteria of "local"? Meaning, would we need to specify each individual charter that will be supported through the use of these grant funds and their specific data to support that need?	Consortium applicants must include information about each member of the consortium, as applicable, in addressing the scoring criteria.
10. How should the Implementation Timeline section of Appendix D be completed? Should a date or "X mark" be placed in the columns labeled Years 1-5?	Applicants may use an X or a check mark to indicate if a specific activity is being implemented within the Local Solutions Grant program during one or more year(s) of the five year grant period.
11. What is "an integrated undergraduate program of preparation" (RFP: Pg. 3, bullet 1)?	An integrated undergraduate teacher preparation program is a Commission-approved teacher preparation program that combines or integrates undergraduate preparation with teacher preparation, typically within a four-year program sequence. The list of Commission-approved integrated undergraduate programs that prepare special education teachers can be found in the <a href="#">Local Solutions Advisory</a> .
12. The 15 or 30 page maximum - is that for the narrative only? Or does the 15 or 30 pages include the appendices? Budget forms, etc. (RFP: Pg. 11)	The page limits do not include appendices and budget forms.
13. Is the page length maximum merely a suggestion, as the language states in the RFP, or a requirement?	Although the page length maximum is suggested, applicants should keep in mind that responses should be as succinct and concise as possible.



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14. In Appendix D, there are five columns for the implementation timeline. What type of information is supposed to be placed in these columns?	Applicants may use an X or a check mark to indicate if a specific activity is being implemented within the Local Solutions Grant program during one or more year(s) of the five year grant period.
15. Questions for Appendix D: Program Implementation Overview Form: <ul style="list-style-type: none"> <li>• “Number of Participants” column - is this the total number of participants proposed for the five year grant?</li> <li>• What information should be provided in the center section of Appendix D - Implementation Timeline columns? Should this be a narrative description of what will be implemented each year from Year 1 through Year 5?</li> </ul>	Yes.  Applicants may use an X or a check mark to indicate if a specific activity is being implemented within the Local Solutions Grant program during one or more year(s) of the five year grant period.
<b>Budget and Funding</b>	
16. Will we build our Local solutions Grant budget on \$20,000 per participant PER YEAR of participation in the program?	There is a one-time allocation of up to a maximum of \$20,000 from state funds per teacher participating in the Local Solutions grant program regardless of whether this single one-time \$20,000 allocation supports a teacher for one year or five years. The program may continue through 2023 and the proposal may identify activities over the five years.
17. Does the 5% cap on program administration apply to indirect costs as well? (per the CDE’s definition: <a href="https://www.cde.ca.gov/fg/ac/ic/icrfaq.asp">https://www.cde.ca.gov/fg/ac/ic/icrfaq.asp</a> ) Or is the CTC treating indirect costs and program administration as synonymous?	Applicants may claim indirect costs as part of their matching funds, but not as part of the use of grant funds. Indirect costs may be claimed at the district negotiated indirect cost rate per the California Department of Education. IHEs that may be partnering with the LEA for the Local Solutions grant will need to discuss their indirect cost matching funds allocations with their LEA partner(s).
18. Can applicants use grant funds to pay for indirect costs? If so, can we use grant funds to cover the state-determined rate for each LEA even if that rate exceeds 5%? Or only up to 5%	Applicants may claim indirect costs as part of their matching funds, but not as part of the use of grant funds. Indirect costs may be claimed at the district negotiated indirect cost rate per the California Department of Education. IHEs that may be partnering with the LEA for the Local Solutions grant will need to discuss their indirect cost matching funds allocations with their LEA partner(s).



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19. Can grant funds be used to cover tuition costs if the tuition payment goes towards a grantee enrolled in an accredited CTC program in Special Education? The proposed project would enroll eligible participants into the aforementioned program.	Yes.
20. For the budget, it indicates that program administration-related expenditures should not go above 5%. Can you please provide more specific examples of what type of personnel activities are considered administrative?	Activities related to program administration would be those such as organizing, directing and/or supervising the work of others relating to the grant, and would also include support staff such as budget and finance staff responsible for accounting for the funds.
21. Are program evaluation activities considered a program administration expenditure?	No.
22. Are indirect costs at the LEA negotiated CDE rate considered a program administration expenditure?	Applicants may claim indirect costs as part of their matching funds, but not as part of the use of grant funds. Indirect costs may be claimed at the district negotiated indirect cost rate per the California Department of Education. IHEs that may be partnering with the LEA for the Local Solutions grant will need to discuss their indirect cost matching funds allocations with their LEA partner(s).
23. Should Appendix E be completed using the total amount requested over the entire project period (Yr1-5)?	Applicants should complete Appendix E using the total amount requested over the entire project period (Years 1-5).
24. For grant application purposes, is it correct to assume that applicants only fill in the “Year 1- Projected” column in Appendix F1 and F2?	Yes.
25. Is a budget narrative also required for Appendix E- Local Solutions Budget Form, or are they solely required for Year One Budgets in Appendix F1 and F2?	A budget narrative is not required for Appendix E. A budget narrative is required for Appendices F1 and F2.
26. How does the grant apply to costs that are program costs and not “per teacher” costs? Example: if local solution is to offer online courses due to rural locations, how would the cost of establishing an online classroom be divided into “per teacher” costs?	Per statute, the grant funding is allocated on a per-candidate basis of up to a maximum of \$20,000 per participating teacher. The applicant may choose to use those funds for any allowable activity consistent with the Local Solutions legislation. In the example given, the cost of operating the class would be divided by the numbers of teachers attending in order to determine the “per-teacher” cost of that activity.



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27. For “supporting costs of identifying, recruiting, and preparing new special credential teachers...” how is this written in as a per teacher cost?	In the example given, the number of teachers who would be identified, recruited, and prepared would be divided into the amount of funding spent on these activities to establish a per-teacher cost.
28. Can match funding come from tuition paid by candidates and/or other grant funding?	Match funding cannot come from candidates or candidates’ own expenditures. Match funding must come from LEA resources and may include other grant funding received by the LEA.
29. In regards to, “Assisting newly credentialed special educators with student debt payment for costs incurred before participating in the grant” (RFP: Pg. 3, bullet 3 &5) - Does this apply to any coursework or does it have to be Ed Specialist related?	The debt payment should be for costs relating to obtaining an undergraduate degree and/or a California special education teaching credential.
30. For student debt payment, signing bonus, service scholarship, are they paid in one payment at the initiation of the grant award or could they be divided in payments for each year of the required employment (RFP: Pg. 4, item B)?	This is a local decision.
31. What is meant by “The amount to be reimbursed must be adjusted proportionately to reflect the service provided if the teacher participant taught at least one year, but less than the required four years, at the sponsoring grant recipient.” (RFP: Pg. 4, item B) Example: if the teacher taught for 2 years, would the reimbursement be 50% of the signing bonus, service scholarship, or debt payment?	Yes.
32. If grant awards are announced December 14, 2018, when are grant funds released? (RFP: Pg. 5)	It will take a minimum of 45 days once the Grant Award document signed by funded grantees has been received at the Commission. It is highly suggested that LEAs do not wait until the funds are received to begin their Local Solutions activities.
33. Are out of state travel costs for the purpose of recruiting special education teachers allowable within the grant?	Yes.