Adult Education and Family Literacy
Competitive Grants FY 2011-2012

Question and Answers

Posted May 6, 2011

Revised May 9, 2011

Question # 1: Are recipients expected to meet the 2011-2012 Florida State Completion Goals (SCG)?

Answer #1: Yes, Florida has adopted State Completion Goals (SCG) for each Educational Functioning Level (EFL), except for Adult Secondary Education (ASE) High, for the next five (5) years. Local performance goals will be expressed in percentage and numerical form. Recipients are expected to meet the goals or demonstrate improvement.

However, if recipients fail to achieve State Completion Goals for each EFL or demonstrate improvement from the previous year, the recipient will be required to develop and implement an Adult Education Program Improvement Plan (AEPIP) during the second year of funding.

Question #2: Since the allocation is subject to change in July after the USDOE federal allocation to states are finalized, will the eligible applicants have an opportunity to adjust the original application submitted?

Answer #2: Yes, all eligible applicants will be allowed to make the necessary adjustments to their application as needed.

Question #3: In Adult General Education (AGE) Request for Proposal (RFP), it states "the Office of Management and Budget (OMB) Circular A-87 states that equipment purchases with a unit cost of $5,000 or more must have prior approval of the awarding agency". The last paragraph states "all equipment with a unit cost of $1,000 or more, and not listed in the budget, must have approval prior to purchase". Please confirm which amount is correct?

Answer #3: The Division of Career and Adult Education has imposed a more restrictive threshold of $1,000 on equipment purchased with federal funds. Therefore, All equipment $1,000 or more must have prior approval and recorded on **DOE 101 S Budget Narrative Form** and on the **Projected Equipment Purchases Form.**

Further, all additional equipment purchases with a unit cost of $1,000 or more not listed on the original budget approved by the Florida Department of Education require an amendment submission and approval by the Florida Department of Education prior to purchase by the funded agency.

Question #4: The RFP notes that performance goals are expressed as both numerical and percentage goals. What if an applicant meets the percentage goals but not the raw number goals?

Answer #4: For purposes of performance goals, the completion rate (percentage) is what is important, because, overall, that calculation is what the Office of Vocational and Adult Education (OVAE) is looking at as a measure of state success. Low numbers of completers will, however, affect the award amount per completion calculation.

Question #5: Is there no cost-per-completion dollar range for 4 points? The chart skips from 3 points to 5 points.

Answer #5: Yes, all RFPs have been revised to reflect the following:

Award per Completion	Points
$1 to 92	9
$93 to 184	8
$185 to 276	7
$277 to 368	6
$369 to 460	5
$461 to 552	4
$553 to 644	3
$645 to 736	2
$737 to 832	1
Greater than $832	0

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Question #6: In narrative section 3 (I), we are told to include a Student Data Summary Form or Screen Shot. Will this count as one of the 10 permitted narrative pages or fall outside of that 10 page count?

Answer #6: No, as stated in the Technical Formatting section of the RFP, required forms will not be counted as a part of the ten (10) page narrative requirement.

Question #7: Will eligible applicants be penalized for eliminating the family literacy component of their program, if this service was provided in previous years through AGE grant?

Answer #7: No, eligible applicants offering family literacy services is optional, not a required component for funding. Therefore, eligible applicants should set goals based upon actual program services anticipated in the 2011- 2012 program year.

Question #8: Under Project Need, the Adult Education and Family Literacy Competitive Grant lists under criteria "The local communities have a demonstrated need for additional English Literacy programs." Most of our needs for English Literacy are addressed through the English Literacy/Civics Education grant. Is it necessary that we include this?

Answer #8: The bulleted criteria provided in each Narrative Component serve as an outline by which grant evaluators will use in the scoring process. Therefore, eligible applicant should reference all services offered through this grant application.

Note: English Literacy services are allowable expenditures through the AGE grant.