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Career and Technical Education
Professional Institute**

Questions and Answers

Posted: October 10, 2007

- Q.** Please clarify who is included when you refer to "Career and Technical Education (CTE) teachers." Do you intend for the training participants to include middle school CTE teachers, technical center instructors, or community college CTE faculty?
- A.** The emphasis for the mini-grants leading to industry certification will be on secondary CTE teachers and technical center instructors. However, the professional development portion of the grant could include middle school CTE teachers, technical center instructors, community college CTE faculty, and administrators.
- Q.** The RFP refers to contracts between the Professional Institute, the local education agencies (LEAs), and the Career and Technical Education teachers, are we correct in assuming that this project will involve public school systems (including charter schools) and not be expected to involve private schools?
- A.** Yes.
- Q.** Is it possible to have two separate contracts; one between the LEA and teacher and one between the PI and LEA?
- A.** This might be open to negotiation especially in the case the Professional Institute could purchase multiple slots for training from Oracle or some other vendor for less money than one slot at a time.
- Q.** What do you mean by "non-traditional?"
- A.** Non-traditional refers to occupations for which males and females would not traditionally apply. We would be interested in strategies to encourage students to enroll in non-traditional programs.
- Q.** How long will the review period be?
- A.** The review and approval process usually takes about four weeks after the proposal due date -- October 19, 2007. The applications must be reviewed and a prioritized funding list sent to the Commissioner for final approval.
- Q.** You said the award letter will be dated the date the proposal is received in the Grants Administration Office, but then you said we could not start until the award letter is received. Am I correct in that even though the grant will be dated the date received, we still cannot accept mini-grant applications or any other activity until after we receive the award letter?

A. You are correct.

Q. Do you have to use 12 point font within the budget form?

A. Yes, the boxes within the budget form will expand so that you can use the 12 point font.