Florida Department of Education
2021-2022 College Reach-Out Program (CROP)
RFP Question and Answer
Per Section 1007.34, Florida Statutes (F.S.)

All questions for the RFP were received from July 12, 2021 until close of business July 21, 2021. Questions are in *italics*, and answers are in **bold**.

1. *Could you clarify whether the submission process is via email (per pg. 22 of the RFP: Eligible applicants must submit their completed applications to the Office of Grants Management via email to: CROPGRANT2122@fldoe.org.) However, page 2 of the RFP states that email applications are not acceptable.*

   Revised verbiage on page 2 of the RFP now aligns with the information listed in the *Conditions for Acceptance* section on page 22. Please submit completed applications via email to CROPGRANT2122@fldoe.org.

2. *The grant requires (a) 7 days, 6 nights component for the (residential) summer programs. Are we allowed to use the grant funds to pay for their meals while on campus?*

   State funds may be used for meals ONLY in situations that require an overnight stay.

3. *Will travel and transportation costs (for staff and students) be allowed this year or should we plan for virtual services again?*

   During the 2019-2020 school year, due to an unexpected and extraordinary circumstance (COVID-19 pandemic), it became necessary to institute school closures and travel restrictions across the nation. Although the country is still dealing with issues related to the pandemic, institutions are transitioning back to face-to-face activities; therefore, if travel and transportation are an integral part of the CROP activities being planned for the upcoming project year, then the applicant is encouraged to include those costs in its budget.

4. *On the program activities form (page 26), the Activity Report for Q3 lists Parent Workshops and describes parent activities specifically – not student activities. However, the Project Performance Accountability Form for Q3 states Student and Parent Workshops. Would you clarify if we should include student workshops in Q3 or only Parent activities?*

   On the Project Performance Accountability (PPA) form, both student and parent workshops are included under Q3. While each quarter of the project period has a specific focus, including Q3 (parent workshops), it is expected that additional activities that align with all of the goals of CROP would be conducted during each quarter. In addition, applicants must complete the "Proposed" column on the PPA form, based on all of the categories listed underneath the *Scope of Work* column, and must submit the document as part of the application.

5. *The project program performance period on page 2 lists September 1, 2021 – August 21, 2022 as the grant begin and end dates. However, the financial reports are listed as due on July 15, 2022. Would you confirm that the July 15, 2022 date is correct?*

   The 2021-2022 project period will begin on September 1, 2021 and end on August 31, 2022. Once the awards have been determined and approved for the 2021-2022 program year, the current due date listed for the financial reports will be revised to reflect the date assigned for all obligations to be liquidated and final disbursement reports submitted. The date will appear underneath the *Timelines* section of the first page of each grantee's contract, the Project Award Notification form (DOE-200).

6. *… for the Narrative are there formatting guidelines regarding font size, and specifications on page limits? Finally, is there a form for the narrative response?*

   There is no specific form or any formatting requirements for the project narrative component responses.

7. *Under the Conditions for Acceptance, specifically for the competitive preference priority points, can you provide us with some examples of what documentation is acceptable to show evidence that the applicant meets the competitive preference priority?*

   The applicant must achieve a score of at least 70 points before preference priority points may be awarded. Please review the three (3) priority areas listed in section 5 of the RFP. It is the applicant's responsibility to identify the priority area(s) they wish to be considered for in their response to the RFP. Preference Priority 1 lists a link that provides district/school data that might be used as evidence. Evidence for Preference Priority 2 might be a list of schools the applicant plans to target/serve that meets the specific criteria outlined under that priority. Evidence for Preference Priority 3 might be a statement that lists the institutions that are applying for the grant and working together to implement CROP programs.