

**Adult General Education (AGE), Integrated English Literacy and Civics
Education (IELCE) and Corrections Education (CE)
2021-2022 Request for Proposal (RFP)
Questions and Answers**

**Posted May 7, 2021
(Week 1)**

Adult General Education

Question #1: In reviewing the 2021-2023 Adult Education and Family Literacy (AEFL) grant documents, where can the format instructions such as font type, font size, page margins, etc. be located?

Answer #1: Please refer to the revised RFP in the section titled “Narrative Formatting” on page 17.

Question #2: If an agency serves multiple counties, should the agency submit multiple applications?

Answer #2: Yes. Please refer to the revised RFP section titled “Total Funding Amount” on page 4, which indicates that a separate application must be submitted for each county served.

Question #3: What is the naming convention to use when submitting the grant application? And, it is clear that the Excel Workbook should be submitted as an Excel doc. Can an agency submit the narrative and attachments as a PDF file?

Answer #3: Please refer to the revised RFP in the section titled “Conditions for Acceptance” on page 26 (#7), which indicates the naming conventions for submissions and submission format. Agencies must submit three (3) documents:

1. Word Document: Narrative Sections and Attachments
2. PDF Document: DOE100A Form – signed by authorized person.
3. Excel Document: Workbook

Question #4: Will funding be reduced based on the agency’s failure to meet enrollment targets?

Answer #4: While enrollment targets are not being set specifically as they were in prior competitions, if an awarded agency fails to provide the services that are required under the grant, the department reserves the right to reduce any award based on failure to perform.

Question #5: If the same Integrated Education and Training (IET) is available to both AGE and IELCE students, does an agency have to offer an additional IET?

Answer #5: Please refer to page 14 of the Consolidated AGE and IELCE grant. For applicants seeking funding under section 231, the requirement is that the program must offer at least one Integrated Education and Training (IET) program aligned to in-demand sectors in the first year

of this Adult Education Grant Application two-year plan. For applicants seeking IELCE funds under section 243, the requirement is that the program offer at least one Integrated Education and Training program aligned to in-demand sectors in the first year of this Adult Education Grant Application two-year plan. If applying for both AGE and IELCE funds, the eligible provider must offer two IET programs, one for each fund source.

Question #6: If an agency adds another IET program in year two, it would be assumed that the agency will be serving more students at that time. Can the agency ask for more funding in year two?

Answer #6: No. AGE/IELCE funding allocations are determined by a geographical formula per county. Typically, agencies are level-funded in the continuation two-year period, if the agency meets the conditions of the grant application.

Question #7: For the Enrollment Performance Summary on the Excel Workbook, what should the agency enter for the 2020-2021 “Actual Enrollment” since the NRS data for this year is not yet available?

Answer #7: Each currently awarded agency will need to estimate the number of 2020-21 NRS participants using their local data. The Department does not have access to the full year of information for the 2020-2021 year until after the grant submission period has closed. See Page 30 of the Implementation Guide for a summary of criteria for being an NRS participant. This information should be used for your 2020-2021 enrollment calculation.

Question #8: Does the Regional Asset Map and Needs Assessment need to be completed prior to the application being submitted or are agencies to show plans for conducting the reviews during the upcoming grant year?

Answer #8: The Regional Asset Map and Needs Assessment process will be conducted during year one of the two-year grant cycle. The narrative portion is asking for a *plan for a plan*, not the actual production of the Regional Needs Assessment. Once there is a list of eligible awarded agencies, FDOE will begin moving forward with those agencies, in year one, to conduct the Regional Needs Assessment.

Question #9: Can you clarify why the application is submitted via email rather than through the ShareFile cloud-based system?

Answer #9: The dedicated email address allows the Office of Grants Management to conduct a seamless grant application intake process.

Question #10: In the past, each agency was required to provide the LWDB a separate copy of their grant application. Is it correct that the LWDB will now access the grant applications from FDOE rather than the local applicant?

Answer #10: Yes. As indicated in the Narrative Section, Priority One, FDOE will handle the LWDB review and alignment process.

Question #11: How will regions be defined for the Regional Asset Map and Needs Assessment?

Answer #11: Over the course of year one, FDOE will begin thinking and planning on how a regional approach could work most effectively and FDOE is not committed to any particular regional alignment process.

Question #12: Will the award be retroactive to July 1, 2021?

Answer #12: Yes. The program performance period and budget period will be July 1, 2021 through June 30, 2022.

Question #13: In order to accurately fill out the Demonstrated Effectiveness chart (Excel Workbook), should state colleges divide the NRS numbers by county?

Answer #13: No. The Demonstrated Effectiveness chart is assessing each agency's effectiveness in delivering adult education instructional services. The Enrollment and Performance Chart, however, *is* broken down by county. FDOE encourage providers to look at the top of each chart to see if it has asked for "county served." If so, FDOE is seeking information solely for the county being served.

Question #14: Does the minimum number of hours for program offerings still apply?

Answer #14: This grant application did not specify a minimum number of hours, however, in the Program Offerings tab of the Excel Workbook, agencies will be expected to list their program offerings and when classes will be available to students. In addition, grant applications will be judged on the agency's ability to meet the needs of the specified county, in which program services are delivered.

Question #15: Is the Adult Education Personnel Chart (Excel Workbook) supposed to reflect both Adult Education and IELCE staff?

Answer #15: Yes, FDOE has revised the Adult Education Workbook to allow providers to choose the type of application they are submitting. If the application type is AGE/IELCE combined, the chart must reflect both AGE and IELCE personnel.

Question #16: Rural areas may only have one or two options for partnerships. Is there a minimum for these partnerships?

Answer #16: The application does not establish a minimum number of partnerships. FDOE will be working with awarded agencies throughout year one of funding to take a comprehensive look at regional needs and asset mapping to help guide the agencies on how to think beyond what may have been originally thought of as a regional partnership.

Corrections Education

Question #1: Where is the Corrections Education allocation chart?

Answer #1: The Corrections Education grant is a statewide competition; therefore, no county allocation chart is needed.

Question #2: Is there a limit to how much money an agency can apply for? And, must an agency write a separate application for each county where they have a Corrections Education program?

Answer #2: Yes. Please refer to the revised RFP section titled “Total Funding Amount” on page 2, which indicates that non-state applications may apply for up to \$100,000 per application and State Governmental Agencies may apply for up to \$1,000,000 and a separate Corrections Education application must be submitted for each county served.

Question #3: What is the naming convention to use when submitting the grant application? And, it is clear that the Excel Workbook should be submitted as an Excel doc. Can an agency submit the narrative and attachments as a PDF file?

Answer #3: Please refer to the revised RFP in the section titled “Conditions for Acceptance” on page 26 (#7), which indicates the naming conventions for submissions and submission format. Agencies must submit three (3) documents:

4. Word Document: Narrative Sections and Attachments
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Question #4: Please provide an example of what an IET program would look like in a County Jail where the average stay time is 5 months.

Answer #4: Informational webinar sessions related to the topic of Integrated Education and Training (IET) will be held during week two (2), May 11-13, 2021. To register for these webinars please click this link: <http://www.fldoe.org/academics/career-adult-edu/funding-opportunities/WIOAGrants.stml>.