

Florida Partnership for School Readiness

William F. Goodling Even Start Family Literacy Project Questions and Answers to the Request for Proposal (RFP)

1. Are for-profit organizations allowed to apply for Even Start?

For-profit organizations are not included in the statutory definition of eligible entity for participation in the Even Start Program (Section 1232(e)(1)(2)).

2. Is the purpose of the current RFP for direct services, or would a proposal for technical assistance, training, and materials development be appropriate?

The purpose of the proposal is to provide direct services to families with young children as described in the Funding Purpose and the Funding Priorities sections of the RFP. Those direct services include adult education, early childhood education, parent education, and parent and child interaction activities.

3. Do we need to submit one letter of interagency collaboration?

Yes. One letter of interagency collaboration is sufficient for submission with your application. Collaboration with a minimum of three literacy and/or support providers to improve and/or expand services to families is a requirement of the State of Florida Even Start Performance Indicator 8.1, Appendix F of the RFP.

4. What is the difference between a “co-applicant” (Appendix E) and a “collaborator” (Appendix D)?

For Even Start, an eligible entity is defined as a partnership between an LEA or school district and one of the defined eligible organizations. Either can be the primary applicant and the other must be identified as the co-applicant. (Sec.1232(e)(1)(2))

Additionally, statutes require that the plan included as a part of the application for these funds provide a description of the applicant’s collaborative efforts with other organizations to carry out the objectives of the project.

Therefore, the co-applicant is required in order to be considered an eligible entity to apply for these funds, and collaborators are other organizations/agencies that work with the eligible entity to provide support or services that are used to facilitate the implementation of the project.

5. How is a Local Educational Agency defined?

A local educational agency, or LEA, is considered to be the public school district. This term does not include community colleges or universities.

6. If a charter school submits an application, who signs the Project Application Form (DOE 100B)?

Since by statute charter schools are public schools, the district superintendent must sign the Project Application Form. If the signature on the Project Application Form is other than the district superintendent, a letter authorizing that individual to sign must be attached.

7. Are there any other approved accreditations acceptable instead of the National Association for the Education of Young Children (NAEYC)?

No. For purposes of this Request for Proposal (RFP), NAEYC is currently the recognized accreditation process for early childhood education.

8. What districts are currently being served by an Even Start Program?

Alachua, Baker, Bay, Bradford, Brevard, Calhoun, Charlotte, Citrus, Collier, Columbia, Dixie, Duval, Escambia, Flagler, Florida Department of Corrections, Franklin, Gadsden, Gilchrist, Gulf, Hardee, Hillsborough, Holmes, Jackson, Jefferson, Lafayette, Lake, Lee, Leon, Liberty, Marion, Martin, Miami-Dade, Monroe, Nassau, Okaloosa, Orange, Palm Beach, Pinellas, Putnam, Santa Rosa, Sarasota, Taylor, Union, Walton, and Washington.

9. Can matching funds be met with cash or in-kind?

Matching funds may be met with cash or in-kind contributions.

10. How many awards are normally given out each year?

The number of proposals funded will depend on the quality of submissions. Sufficient funds are available to potentially fund as many as 30 new proposals.

11. Can current Even Start Projects apply for funds to expand their projects?

As described in the section of the RFP entitled "Funding Priorities," new proposals will be accepted from districts currently operating Even Start Programs if the proposal is designed to serve populations or areas not currently being served by the current project. Currently funded projects may apply for new funding by proposing a redesign of their current project. To qualify as a "redesigned project," projects must do one of the following:

- create a new Family Literacy Model
- apply through a Local School Readiness Coalition as the project applicant
- serve a new population of adults by changing from ESOL to ABE/GED or vice versa

- create a multi-county project
- reorganize in a new area of the county
- target a new demographic group, (i.e. Teen Parent, ESOL or other high need population)
- shift the early childhood services to directly serve the three to five year old age group.
- redesign the program from within another area of the agency administration, (i.e., Adult Education to Early Childhood Education or Title I, or vice versa)
- change collaborating partners resulting in a redesign of services.

12. What is the timeline for the projects funded through this RFP?

The timeline for funding is April 1, 2004, through September 30, 2004. Successful applicants will be required to apply for continuation of their project for the 2004-2005 school year during the designated application period for that school year.

13. Is it likely that continuation funds will be available?

Yes. Provided that adequate progress is made, continuation funds are highly likely.

14. How can I obtain a copy of a previously approved grant application?

A previously approved application may be obtained from the State of Florida Even Start Office. Please put your request in writing to Natalie Katsaris at Natalie.katsaris@schoolreadiness.org. Please include your name, mailing address, and phone number in your request. The requirements of the sample competitive application, and the actual forms have changed so that it may not reflect the current requirements of this request for proposal.

15. Where can I find the federal statutes governing the Even Start Program?

You may find the web address for the Even Start statute by going to <http://www.ed.gov/policy/elsec/leg/esea02/pg6.html>.

16. Where can I find information about completing the state grant application?

Information regarding the state application process is found in the Project Application and Amendment Procedures for Federal and State Programs (The Green Book). The web address for the Green Book is <http://www.firn.edu/doe/comptroller/gbook.htm>.

17. Is indirect cost an allowable expense for matching funds?

No. Only expenses deemed eligible expenditures for federal funds under this program may be identified as allowable expenses for the local match.

18. Is the co-applicant form an optional form?

No. Applications received without this form will be considered incomplete and not able to be processed.

19. Is the Personnel Schedule required for salaries contributed as a part of the local match?

Yes. All budget forms and schedules required to be submitted for federal funds under this program must also be submitted for the local match when applicable.