

**Common Core Academy
Technical Assistance Session
March 11, 2013
Questions & Answers**

1. What type of presenter do we need to submit a video for?

Videos only need to be submitted for keynote speakers who would kick-off or end a day or week-long session or speak during lunch. A link to a website could be provided in lieu of an actual video.

2. Do we want the outcomes of the program to be measurable or evaluated?

Because of the short time frame we understand that it would be difficult to include and implement a rigorous evaluation plan. However, the applicant should be able to demonstrate in the application what measures or methodology they would use to determine if they achieved their desired outcomes or not.

3. If the funds go to the IHE is there some part that goes to the LEA school?

Title II-A regulations stipulate that no single partner may “use” or derive benefit from more than 50% of the grant budget.

Funds used for participant stipends and materials would be viewed as benefitting the partner high need LEA. Applications may include more than one high-need LEA.

Funds used by the IHE for faculty workshop presenters, space and equipment rental, etc may, in certain circumstances, be viewed as benefitting the IHE. If the IHE involves both of its school or arts and sciences and its division that prepares teachers, those two units are considered separate entities.

Other costs could be considered to provide benefit to both parties.

4. Must an applicant apply for the maximum amount of \$159,861?

No, we estimated the costs to ensure that there would be more than the bare minimum available. Applicants may apply for less than the maximum amount published in the

NGO. The amount they may apply for consists of a base amount plus a per participant amount multiplied by the number of participants.

5. Can you include appendices in the application?

Yes, however all appendices should be brief. Applicants will not be penalized if appendices are not included in the application.

6. How do you determine what non-public schools are located within LEA boundaries?

Once you have identified your partnering high need LEA(s) you must contact all non-public schools within the boundaries of your high need LEA(s) in order to give them the opportunity to participate. To determine the non-public schools within the partnering high need LEA's boundary you may contact the partnering high need LEA's Board Office for information or you may go to the NJDOE website and click on the "Nonpublic School Services" to search by LEA. The link is found below:

<http://www.state.nj.us/education/nonpublic/>

7. Is the geographic region determined by the location of the partnering high need LEA(s) or the IHE?

It is determined by the location of the IHE.

8. Is the Discretionary Grant Application (DGA) on the NJDOE website?

There is a link provided on Section 3.3 of the NGO for the DGA

<http://www.nj.gov/njded/grants/discretionary/apps/>

The DGA has forms and instructions that will assist in the filling out of the application.

9. Would the award amount be adjusted if we found that the participant numbers increased over what was proposed in the application?

No, awards will not be increased due to the short implementation timeline of the NGO.

10. Do we receive the full award amount if we do not have the number of anticipated participants?

In constructing your application, you should work with your partnering high need LEA(s) and participating nonpublic schools to make a good faith estimate as to the number of

teachers you will have participating and secure commitments from the participating high need LEAs and any nonpublic schools to determine the number of participating teachers. During pre-award revisions, an applicant will be asked to verify the number of participating teachers; if the number decreases from the original application, the applicant's final budget will be reduced accordingly. Increases in the number of participating teachers will not result in an increased grant award.

In accordance with federal requirements, all grants are awarded on a cost-reimbursement basis; therefore grantees may only apply for reimbursement for costs incurred, up to the total grant award.

11. How are we defining "principals"?

Individuals holding the title of Principal or Vice Principal are eligible to participate in the program and may be included in participant counts for the purposes of determining a grant budget.

Supervisors may not be included in participant counts to determine grant budgets, but may attend sessions. They (or their LEA) would be required to pay for the costs of their attendance (materials, lunch, etc).

12. If the IHE has students in an educational leadership program, may they attend the program?

They can attend but they may not be included in participant counts to determine grant budgets. Costs associated with their participation at sessions may not be reimbursed with grant funds. Their presence should not impact the number of the group to ensure best outcomes.