

County Vocational School Partnership Grant

Frequently Asked Questions Document

Document Updated: 12/19/14

This document was created from the questions asked during the technical assistance webinar to assist applicants with questions they may have regarding the notice of grant opportunity (NGO).

1. Can any funds be used to support administrative costs to the CTE school/lead?

Administrative costs are allowable.

2. When do you plan to announce grant awards?

It is anticipated that awards will be announced during the month of February.

3. Do we have to serve 20 students per year for 3 years?

Proposed programs must target serving at least 20 students per year for three years. At least 60 students total over the grant period.

4. Does it have to be a 3 year CTE program?

Proposed programs must include a three course sequence as all with all approved CTE programs. The scheduling format of courses (e.g. year long or semester courses) will depend on the program design. The program must be offered throughout the three year grant period. Each course must be non-duplicative and build upon the previous course. CTE Programs must meet NJDOE Program Approval requirements. You can find more information about program requirements by clicking on <http://www.nj.gov/education/cte/study/approval/>.

5. If my program is a NEW program when do I have to complete the NJDOE program approval application?

See page 7 of the NGO in Section 2.1.1 Designing the Grant Program. You can find more information about program approval on the OCTE Program Approval web page: <http://www.nj.gov/education/cte/study/approval/>.

6. Will a new program of study be approved by September if it is submitted in July 2015?

New programs created from the County Vocational School Partnership Grant will be expedited through the New (or Re) Approval Process.

7. Can funds be used for student field trip expenses?

Yes, it is an eligible expense. Please see restrictions on page 15 Section 2.4 of the NGO. The same applies to subgrantees.

8. How do I access and/or turn in the grant application?

Applications must be completed and submitted through the EWEG system and are due January 13, 2015 by 4:00 pm EST.

9. If our grant application includes models 1-3, should we identify all three?

Yes. Identify all models that apply on Appendix B Documentation of Eligibility.

10. Based on the NGO, everyone will apply in Model #2, some will also have other models. How does this affect awarding of the grant if models are a criteria?

Refer to page 2 Section 1.2 Eligibility to Apply.

11. Can funds be used to pay for dual enrollment tuition?

No.

12. Are the talent networks considered an Employer, Business and Industry Association, or Labor/Trade Organization (EBL)?

The complete description of an EBL partner that satisfies the eligibility requirements of the grant can be found on page 9 Section 2.1.4 of the NGO. The talent networks are not considered an employer, industry association or labor/trade organization (EBL). However, they can be included as an "Other" partner.

13. How are the funds provided to support the sub-grantee? Does the lead agent maintain all funds, or are funds disbursed to the subgrantee ?

The lead agency must complete their budget form in EWEG. If any money is passing through the lead agency to another partner, a subgrantee budget form must be filled out and uploaded for each partner. The funds will be dispersed from the NJDOE to the lead agency, who would then distribute them to the subgrantee partners.

14. What are the reporting periods?

Refer to page 5 Section 1.8 of the NGO.

15. The activity plan has 4 reporting periods. I thought there were 6.

The EWEG application was recently changed to reflect 6 periods. This change will not affect any data you have already entered into the system.

16. How will the grant applications be scored?

Refer to page 2 Section 1.2 Eligibility to Apply.

17. If we are applying under Models #2 and #4 do we still need to partner with a local high school and complete that part partnership form?

A comprehensive high school is not a required partner. You do not need to complete the "Comprehensive High School Name" section of Appendix B.

18. Do we create an activity plan and budget for 3 separate years?

No. Only one activity plan and one lead agency budget that will cover the entire 39 months of the grant are required. Additionally, subgrantee budgets will also need to be for the entire 39 month period and uploaded in EWEG.

19. If we are "installing" equipment in one phase which includes ventilation/air handling as part of the equipment, can we keep that in equipment or is that considered "renovation"?

Minor renovations are allowable, as is equipment. Please refer to the DGA <http://www.nj.gov/education/grants/discretionary/apps/> for specific details and definitions of equipment and renovations. Keep in mind, the NJDOE may require adjustments to specific line items during the pre-award revision process.

20. May we address supplies, curriculum, and professional development in general (“to include but not limited to...”)?

No. The application requires specific detail, not general descriptions. Please be specific in your application. Refer to the Discretionary Grant Application Guidelines for details <http://www.nj.gov/education/grants/discretionary/apps/>.

21. Is that one-time purchase of the furniture allowed?

Applicants should request any necessary costs and all costs will be reviewed and addressed during pre-award revisions.

22. Does the CEO of a business or university have to sign the partnership form, or it can be someone else on an administrative level?

An authorized designee can sign the partnership forms if the CEO or president is unable to.