

## Fiscal Year 2021 Summer Migrant Education Program Request for Proposals

### Frequently Asked Questions

Questions about the RFP may be submitted to [Migrant@isbe.net](mailto:Migrant@isbe.net) . Questions and answers will be posted here.

1. When completing the Program Narrative, A. 2021 Summer Program Quality Narrative: Program Overview, 1. List the school districts and addresses. . . ,  
Do I list only our home site or do I include our "satellite" programs also that are coming from our program. For example, our school district will hire all staff but some will be working out of a possibility of 2 locations outside of our district. We will operate the program but the program will be taking place in communities outside of our community.

Answer: List all of the sites where the program will operate including "satellite" sites.

2. Given that many of us are working remotely, obtaining original pen-to-paper signatures is difficult to do in a timely manner. Will you accept verified electronic signatures for this application, such as those through DocuSign?

Answer: Yes, we will accept electronic signatures including scanned signatures, Adobe DocuSign, etc.

3. When programs are being newly combined - projects that had worked separately but are now considered to be one, what is the best way to determine hourly salaries? Do I come to a middle ground between the two salaries? Do I increase the lower paid salary to the higher paid salary?

Answer: The determination of salary should be made by the applicant consistent with the internal policies and salary levels of the organization.

4. When budgeting for the number of teachers and language facilitators in the summer migrant education program, do I budget for 1 -2 more than what the current numbers would indicate or do I only budget for what the numbers currently support?

Answer: The applicant should budget for staff to support a program for the anticipated number of migratory children to be served in the summer of 2021.

5. When completing the checklist for Content and Form of Application Submission, I am uncertain what to submit for 4. Evaluation Design. I can find Exhibit B at the end of the document on pages 19 - 20 but I am uncertain what I need to complete related to the evaluations related to the MPOs. What do I submit to show that I have completed that requirement?

Answer: The Evaluation Design is fully described in Exhibit B. No questions in the Attachments for submission directly address this topic.