

FCAE Local Program Support Webinar FAQ 3-1-2022

1. What are you defining as a nonprofit? Is a 501(c)(3) required or can any other non-profit apply without a 501(c)(3)?

A. Having a 501(c)(3) status is not required in order to be a nonprofit, but ISBE will not predetermine nonprofit status as to who may or may not apply and will objectively evaluate each applicant based on how the applicant fits into the program and whether the applicant is technically eligible based on the totality of the information. The applicant is scored based on review criteria.

2. Can you provide examples of what you're considering consumer outreach activities?

A. This would be beyond working with ag teachers. Ways to engage stakeholders would be activities such as having a meeting with the ag community and teachers that could coordinate together.

3. Are the percentages flipped in the performance measures for on-site technical assistance?

A. See page 7 of the NOFO/RFP. This language was revised.

At least 50 percent of early career school-based agricultural education teachers in Illinois will be personally engaged in an on-site technical assistance visit from a Facilitating Coordination in Agricultural Education (FCAE) program specialist.

4. What is your definition of early career or on-site technical assistance?

A. That is support for those who are new to teaching through year three in order to provide support to those teachers.

5. Is there a specific format for submitting references?

A. There is no specific format for submitting references. You may do it however it works best for you.

6. Do contractors have to be named in the application?

A. No, they do not need to be named, but you can't subcontract with them without ISBE's prior approval.

7. What additional info will be provided for new applicants so they to determine appropriate ranges for budget? What is the current budget for travel?

A. The current FCAE travel budget is \$64,170.

B. See (30 ILCS 708/130) for an explanation of Travel costs .

Sec. 130. Travel costs.

(a) General. Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by the employees of the recipient or subrecipient who are in travel status on official business of the recipient or subrecipient. Such costs may only be charged to a State or federal pass-through grant based on an adopted policy by the recipient's or subrecipient's governing board. Absent a policy, the recipient or subrecipient must follow the rules of the Governor's Travel Control Board or the Higher Education Travel Control Board, whichever the granting agency follows. No policy can exceed federal travel regulations.

(b) Lodging and subsistence. Costs incurred for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the Governor's Travel Control Board or the Higher Education Travel Control Board, whichever is the appropriate travel board. If the recipient or subrecipient does not have an adopted travel policy, the recipient or subrecipient must follow the rules of the Governor's Travel Control Board or the Higher Education Travel Control Board, whichever the granting agency follows. No policy can exceed federal travel regulations. (Source: Public Act 100-997, eff. 8-20-18)

- 8. How should non-school applicants fill out the abstract page at the top because all the sections are relevant to a school applicant?**
 - A. If you are not a school district, fill in the entity name. The form has been corrected and reposted to "entity" instead of name.
- 9. What are considered indirect costs?**
 - A. Indirect costs are items not related to direct implementation of the grant itself. See the Funding and Disbursements grant [guidance document](#) (page 46) for an explanation of [indirect cost rates](#).
- 10. Will ISBE assign reviewers?**
 - A. Yes.
- 11. Will this be done in April after the applications are due?**
 - A. Yes. ISBE allows a week to 10 days to review applications.
- 12. Would May 1 be the target date of award for this?**
 - A. Yes. May 1 will be the target date. The awarded grantee will be notified before the grant begins on July 1. There will be another application, which is for the budget and assurances, that needs to be filled out.
- 13. Is there a possibility that related information can be added to the grant? Can a letter of support be provided?**
 - A. They will not be scored. A letter of support would not be a determining factor on whether a grant is awarded
- 14. Have GATA reports been changed to twice yearly?**
 - A. Grant Accountability and Transparency Act (GATA) reports are now due annually because of a recent change.
- 15. Will the other two FCAE NOFOs/RFPs be out within the next 30 days?**
 - A. The Growing Agricultural Science Teachers NOFO/RFP will be released first in the week of Feb 28, then the others will follow as finalized.

Updated 3-16-2022

Per page 6 Bullets 8 and 9 (at the top) of the NOFO/RFP for the FCAE Local Program Support grant -- Staff changes for district program advisers may only be made contingent upon an initial six-month program evaluation. Grantee may designate new project director, administrative support staff, and other positions as proposed in its original application. Program adviser roles may not be changed until after the initial six-month program evaluation is completed.

16. Regarding the new project director and administrative support staff, does this mean the current FCAE coordinator is the project director and the administrative support staff is the current FCAE administrative assistant? Or does this mean the fiscal agent project director and administrative staff?

- A. This means the fiscal agent may designate an FCAE project director and/or administrative staff, if needed. The fiscal agent may not need to hire administrative staff. It depends on the fiscal agent administrative staff needs. There will not be two positions -- coordinator and project director.
- B. **Are the current coordinator and administrative staff part of the initial six-month evaluation?** The awardee may keep the current coordinator (new title: project director) and/or administrative staff for six months and then evaluate them to determine whether to continue their employment; or
- C. The awardee may identify a new project director and/or administrative staff at the beginning of the grant with a regular evaluation process.

Grantee must be able to provide eligibility in the Teachers' Retirement System (TRS) for all project staff, either independently or through partnership with other TRS-eligible entities identified in the submitted proposal.

17. Is the Illinois Municipal Retirement Fund (IMRF) required for administrative staff?

- A. No, it is not required. It could be IMRF, State Universities Retirement System, or State Employees Retirement System depending on the awardee and the administrative staff need. It is the discretion of the awardee and the needs of the staff (administrative staff and project director).