

## FY 12 Prevention Initiative Questions & Answers

### GENERAL QUESTIONS

1.	Q.	Will we be allowed to extend our budget/program to 8/31/12 as we have in past years?
	A.	Yes
2.	Q.	Our school district has not previously been a "Prevention Initiative" program. Can we apply for that status at the time we apply for the 0-3 grant?
	A.	This grant is for entities funded for a Birth-Three program in FY 10 and/or FY 11 as listed on page 1 of the RFP. Programs who have been funded for Parental Training may apply to implement a Prevention Initiative Program.
3.	Q.	Does the proposed program need to begin this summer (2011) if it has not previously been a 12-month program?
	A.	No
4.	Q.	What is the estimated date of notifications?
	A.	Funding notifications cannot be made until the legislature and the Governor pass a budget and the final appropriation for Early Childhood is set. We understand that this makes it difficult to plan, but unfortunately, we cannot change the process.
5.	Q.	If our PI grant was extended to August 31, 2011, should the new proposal reflect a start date effective September 1, 2011 through June 30, 2012? "
	A.	Start date will be July 1, 2011.
6.	Q.	In the narrative portion of the RFP it states "Limit typing to area provided" May we duplicate and add more pages?
	A.	Yes
7.	Q.	Who will the readers be?
	A.	Professionals who have knowledge of current research, best practices, infant and toddler development, as well as experience and expertise in program implementation.
8.	Q.	Where is the checklist located?
	A.	Listed on pages 11-12 of the RFP (Proposal Format).
9.	Q.	What is transition training and materials?
	A.	In the budget worksheet on page 32, transition training and materials refers to needs associated with fully implementing a new program model and/or curriculum.
10.	Q.	Are programs required to submit paperwork along with the grant? For example, do you need to see a copy of our IFSP, intake forms, etc?
	A.	No. Provide a detailed description of the process outlined in the proposal narrative.
11.	Q.	On the first page it asks why we did not have a Parental Training Grant last year. I don't know what to answer - never had one - only a PI grant.
	A.	Check No

12.	Q.	Q: Will your presentation be on the ISBE website after the webinar?
	A.	Both the PowerPoint and the full webinar recording are available at: <a href="http://www.isbe.net/earlychi/default.htm">http://www.isbe.net/earlychi/default.htm</a>
13.	Q.	What tool should be used for developmental screening?
	A.	Examples of screening tools are listed under <i>Definitions and Examples for Birth to Three Program Implementation</i> in Appendix B, page 20-22 of the RFP.
14.	Q.	When will the Ounce of Prevention Trainings be held?
	A.	Visit <a href="http://www.ounceofprevention.org/training/index.php">http://www.ounceofprevention.org/training/index.php</a> for current listings.
15.	Q.	If you currently have both a PI program and a Parental Training program do you mark both?
	A.	Yes. Indicate both on your application page and fill in the current information for each.
16.	Q.	Can a school district serve families out of their district without a joint agreement? Thank you
	A.	This is a district decision.
17.	Q.	Can we include letters of support or are they not allowed?
	A.	Do not include information other than what is requested. Refer to Proposal format listed on page 11 of the RFP.

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### PROGRAM/MODEL SPECIFIC QUESTIONS

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18.	Q.	Are the personnel running the 0-3 program required to have an early childhood degree?
	A.	Appropriately qualified personnel that meet requirements of the program model that is to be implemented by the Prevention Initiative program must be employed.
19.	Q.	If we are a program applying for continued center-based PI services as well as converting 0-3 PT to PI do we check the Continuing Program box or Conversion Program box on the applications pages or would we check both boxes?
	A.	Check both boxes and provide the correct information for each.
20.	Q.	What is the role of Family Support Staff?
	A.	Your program model will provide this guidance. Program models and contacts are listed on pages 23-25 of the RFP.
21.	Q.	I know that year round programming is a priority. I was thinking of a 220 day staff work year over a 12 month period.
	A.	Year-round funding is one of six funding priorities listed. Services do not have to be as intensive over the summer. Regular contact and services will continue based on the individual needs of each family. Remember that the curriculum, model and IFSP guide program services and intensity.
22.	Q.	Q: Is Ages & Stages Questionnaire considered an assessment tool?
	A.	The ASQ looks at strengths and trouble spots, educates parents about developmental milestones, and incorporates parents' expert knowledge about their children. The ASQ helps identify delays as

		early as possible.  Professionals rely on ASQ for the best developmental and social-emotional <i>screening</i> for children from one month to 5 ½ years. It is highly reliable and valid.
23.	Q.	Does "intensive" mean at least every other week?
	A.	Your program model will provide this guidance. Program models and contacts are listed on pages 23-25 of the RFP.
24.	Q.	We understand the emphasis is going to be on home visits. Yet, there appears to be a place for group parental education. Can you speak to this? What percentage of our time is recommended to be spent on group activities vs. home visits?
	A.	Your program model will provide this guidance. Program models and contacts are listed on pages 23-25 of the RFP.
25.	Q.	Is a supervisor required in PI?
	A.	Your program model will provide this guidance. Program models and contacts are listed on pages 23-25 of the RFP.
26.	Q.	Statement of Need is the same as the 3-5 yr. old grant application Statement of Need was. Can you copy the same demographic information from what was already submitted?
	A.	Yes. This is a separate proposal and the two will be scored separately.
27.	Q.	Does anyone in the Chicago area offer the Auto Acoustic (OAE) emissions screening?
	A.	ISBE does not have this information. You may want to try your local Early Head Start Program.
28.	Q.	With PAT Program Model changes needing to be implemented by 2014, such as advanced hearing screening procedures (OAE) are we to write these into our grant?
	A.	Not at this time. ISBE is working to provide assistance to programs in FY12 regarding training and implementation of the OAE.

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### BUDGET/FUNDING QUESTIONS

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29.	Q.	In FY 08 my center received funding for a center-based full-day child development program, and we also have a home visiting program. Do we need to write two separate grant proposals, or should they be combined in one proposal?
	A.	One proposal
30.	Q.	What is the average number of families that would be served through the example of \$160,000 per 12 month program?
	A.	This will vary per program as it's relates to community, at-risk characteristics, numbers served, etc. PI does not have a cost per child. Your budget should be reflective of your program model, services and curriculum.
31.	Q.	Is there a recommended average cost per family?
	A.	No

32.	Q.	Our current budget does not fully support our actual expenses. Therefore, we will need to request more funding for FY12, especially since we must provide a year-round program. Do we write our budget to reflect the actual budgetary needs, even if that amount will be greater than our current allocation?
	A.	Yes
33.	Q.	Can we write for the amount of combined money of our PI and PT previous grants?
	A.	Yes
34.	Q.	In previous years there has been a limit of \$500 per PI employee for professional development. Will that be the case in FY 12? And what about out of state travel (example: Parents as Teachers annual conference in St. Louis, a city approx. 100 miles from my program)?
	A.	Professional Development is an approvable expenditure. St. Louis is not considered out-of-state for travel purposes.
35.	Q.	By asking for fewer funds, are we more apt to get approved than asking for more funds? OR if we provide need and request funds, but are denied, can we still be approved at less funding?
	A.	Your proposal will be scored based on the criteria listed on pages 17-18 of the RFP.
36.	Q.	Should we base our budget on FY11 funding levels?
	A.	You should request/write for the funds needed to maintain a high quality program. This is not funding for expansion.
37.	Q.	Do PI programs need to put any professional development funds into their budgets or is it all provided at no cost?
	A.	Model specific training is provided through our Technical Assistance & Training Institute at no cost. Professional Development is allowable for professional development including travel and lodging if necessary. Out of state travel is not approvable.
38.	Q.	What is an amount we can consider to reasonably serve a family? (i.e. the 3-5 grant is \$3000 per child) Wondering with the emergency money, mileage, materials, salary for provider and supervisor figured in, summer-full round visits, staff development, group times, etc.
	A.	Your budget and program should be based on your actual cost. This will vary per program as it's relates to community, at-risk characteristics, numbers served, etc. PI does not have a cost per child. Your budget should be reflective of your program model, services and curriculum,
39.	Q.	How does it work to estimate your monthly spending into the budget?
	A.	Salaries, benefits, allowable operating expenses, etc. should all be estimated on a monthly basis to determine expenditures for each month.
40.	Q.	Are there any budget codes or objective codes that we cannot use?
	A.	Guidance for preparing your budget, include budget function and object codes are listed on pages 29-30 of the RFP.
41.	Q.	Can programs request more funding FY12 than they received in FY 11?
	A.	Your budget and program should be based on your actual cost. This will vary per program as it's relates to community, at-risk characteristics, numbers served, etc. PI does not have a cost per child. Your budget should be reflective of your program model, services and curriculum. In some cases due to the above there will be an increase. Example: reflective of mileage, materials, salary for provider and supervisor figured in, summer-full round visits, staff development, group times, etc.

42.	Q.	Can we apply to new service areas?
	A.	This funding does not allow for expansion. You should request/write for the funds needed to maintain a high quality program.
43.	Q.	Is there funding for expansion?
	A.	This funding does not allow for expansion. You should request/write for the funds needed to maintain a high quality program.
44.	Q.	We have a large waiting list of very high at risk 0-3 children and need more funding in FY2012 than we received in FY 2011 ... how do we apply for \$100,000 in additional funding?
	A.	This funding does not allow for expansion. You should request/write for the funds needed to maintain a high quality program.
45.	Q.	Can additional funding be requested by existing PI programs to serve more participants?
	A.	This funding does not allow for expansion. You should request/write for the funds needed to maintain a high quality program.
46.	Q.	If programs won't be notified of approval for funding until after July 1, it would seem that they are operating at their own risk if they choose not to shut down on June 30th. Is there any guidance you can offer here?
	A.	Funding notifications cannot be made until the legislature and the Governor pass a budget and the final appropriation for Early Childhood is set. We understand that this makes it difficult to plan, but unfortunately, we cannot change the process.