**Calming Space FAQ**

1. Could preschool apply for the calming space grant to support self-management strategies?
2. Yes, it is open to any Kentucky Public School.
3. We are hoping to transform our guidance lobby into the Calming Space. This space will be a blank canvas so is it ok to use the grant funds for things like paint, rugs, calm lighting, etc. I realize these might be considered cosmetic, but we want to make sure we address all senses to create a calming space. Or do we need to plan to purchase those things with other funds if we were awarded the grant?
4. As long as the applicant can show the items budgeted will enhance their calming space it should be fine.
5. It states that only one application will be accepted per school district, for up to four schools. Will we need to submit details for each school separately in the application? Or put it all under one proposal?
6. Each district can submit one application for up to four schools. Information for all schools included on the application should be in a single 10-page application.
7. The first page of the grant states that each district may submit one application to serve up to four schools. If we submit an application serving four schools, will the grant award be $10,000 for each school or $10,000 total, regardless of the number of schools?
8. The overall amount to the district will be $10,000 to disperse among the designated schools.
9. If the district submits an application to serve more than one school, does each school complete a separate narrative, or should each school's plan be combined into one narrative?
10. Information on each school should be included within one single narrative that meets the 10-page limit.
11. For the District Trauma Plan section, my district's plan is already six pages long. Will this count against my 10-page limit for the application narrative?
12. The trauma plan does not count in the 10-page narrative limit. The RFA has been edited to clarify that the trauma plan is an attachment.
13. Would it be acceptable to create an appendix section of documents/resources to be used in the calming space? Would these pages also count against the 10-page limit?
14. Additional attachments beyond those requested in the RFA cannot be scored so they should not be attached.
15. Does a calming corner have to be in a classroom, or can it be in a space outside of a classroom/office, such as a waiting area outside the counseling office in the library?
16. It can be any space that will be sufficient for a calming space.
17. Can we include a hybrid option? For example, a calming cart included in a calming corner for teachers/staff to take items as need for students?
18. Yes, the cover page has been updated to include a hybrid option, but you may also use the previous cover page and select multiple options.
19. What will the data tracking tool require? Will there be set outcomes we need to measure?
20. Data tracking will include infinite campus data such as behavior and referrals and results from the culture and climate survey taken each spring. A survey will be administered 2-3 times per year for the grant administrator and staff. Lastly, a walkthrough observation tool will be used to show levels of implementation and indicate progress being made. Outcomes and implementation will be the focus of the data.
21. If a school already has a Calming space, can they apply to improve that space?
22. The money should be used to create a new space versus enhancing an already existing space. For example, if a school has classroom calming corners already, the money would not be applicable to simply replace already existing items.
23. If we do a hybrid option, do we select the multiple options on the cover page?
24. The cover page has been updated to include a hybrid option, but you may also use the previous cover page and select multiple options.
25. Is this a reimbursement grant?
26. Yes, quarterly reimbursement.
27. Can you include more than one calming corner?
28. Yes, your school may have as many calm corners as needed to use for tier 1.
29. I have already gotten signatures from Principals on the page you have now and have checked different options. Our principals are done, and one is off this week. Can I use this, or do I need to track him down to sign the new page?
30. No, you do not need to complete a new cover sheet.
31. What should the format look like for multiple school applications? Do we need to complete parts 1-11 for each school separately if we are submitting for multiple school? Or do we answer for all schools within one space?
32. A district applying on behalf of up to four schools will submit a single grant application that includes information about all four schools. The 10-page limit still applies for multiple-school applications.
33. When you say an illustration of the space do you mean a design plan for the proposed space or photo’s/floor plans of the existing space that will be updated?
34. The purpose of the illustration(s) is to further communicate your plans for the space. Therefore, you could include anything from a design plan to photos of an example of the space and much more. Please note that the illustrations count in the 10-page narrative limit.
35. Does the trauma plan attachment count towards the page limit?
36. No, the trauma plan attachment does not count toward the page limit. The RFA has been updated to reflect that information.
37. Can applicants include in-kind match details.
38. Yes, but match is not required.
39. What if your district will not match? Should I still attempt this grant?
40. It is not uncommon for a district to have an internal policy regarding match. And, because there are no points designated for matching funds, a lack of matching funds should not be a factor in your decision as to whether you apply.
41. Are there any restrictions on where matching funds can come from?
42. Because the Calming Space Grant is from a federal funding source (ESSER II), any matching funds contributed may not be from a federal funding source.
43. Can the same school district from the same region win both years?
44. That is unknown. The rules for the next round competition have not been set.
45. For clarification, I should format my application as Part 1: Then my narrative?
46. The format for the application begins with Part 1.
47. If other regions do not apply, will some regions receive multiple awards?
48. According to the posted RFA there will be one awardee from each cooperative district. If there are no applications from one of more of the cooperative districts there will not be additional awards to other cooperative regions.
49. Who should sign the certifications form?
50. The district’s authorized representative should sign and that is typically the superintendent.
51. Our district’s Trauma Plan is eight pages – do these eight pages count toward the ten-page narrative limit as outlined under Proposal Components, item 3?
52. The trauma plan does not count in the 10-page narrative limit. The RFA has been edited to clarify that the trauma plan is an attachment.
53. Our sample lesson plan is multiple pages, our school trauma plan is six pages, and our sketch takes up a full page. Can we add these as attachments so as not to impact our 10-page length maximum?
54. All project narratives are limited to 10 pages. The school trauma plan is an attachment and does count within the 10-page limit. However, the sample lesson plan and sketch are included in the narrative sections and the 10-page limit applies to those items. You may want to consider ways to condense or abbreviate those documents. Please note that the application narrative should be single spaced using Calibri size 11 font.