# PRESCHOOL PARTNERSHIP FY19 FAQ

**Q.** Are prior recipients of the Preschool Partnership Grant eligible to apply under the competition announced on June 4? Will there be a separate continuation competition?

**A.** Prior grant recipients may apply for new funds. Applicants must meet the requirements identified on pages 4 and 5. A separate application will not be released for continuation funding.

**Q.** I have reviewed the new application for the Preschool Partnership Grant. I noticed that if we receive the grant, the funds will not be available until September 10. Would it be possible to use carryover funds from this year to cover salary expenses for July and August? Thank you for your consideration.

**A.** We do not advise encumbering salaries. Current grantees (FY18) have until September 30, 2018, to use partnership funds.

**Q.** My district received the grant last year for $150,000. How do I apply for the grant again?

**A.** Districts must meet application requirements identified on pages 4 and 5. A separate application will not be released for continuation funding. More information is available at KDE’s competitive grant application page:

[KDE competitive grants page](https://education.ky.gov/districts/business/Pages/Competitive%20Grants%20from%20KDE.aspx)

**Q.** Good afternoon. My name is XXXXXX and I work in the XXXXX County School System through the grant. We have funds left over and I was wondering could we use that money to cover my salary in August by paying hourly and not salary?  That way we don’t have to sign a contract until we know the money is available if we get the grant.

**A.** We do not advise encumbering salaries. Current grantees (FY18) have until September 30, 2018, to use partnership funds.

**Q.** We received preschool partnership funds last year and are looking to expand our services for the future. Will we be able to apply for this new grant?

**A.** Yes, XXXXXXX Schools will be eligible to apply for new Preschool Partnership Grant funds. More information is available at KDE’s competitive grant application page:

[KDE competitive grants page](https://education.ky.gov/districts/business/Pages/Competitive%20Grants%20from%20KDE.aspx)

**Q.** My name is XXXXXXX and I work at the XXXXXXX in XXXXXX. We are a 5 star rated facility that provides full time preschool to children with and without special needs in an integrated setting. We are interested in learning more about the Preschool Partnership Grant. Do we need to find a school district to partner with prior to applying or do we get matched with someone after being accepted?

**A.** Applicants must meet the requirements identified on pages 4 and 5. Licensed Child Care Facilities (Type I and II) are eligible to participate as co-applicants. Child care providers may partner with one or more school districts. You may consider contacting the school districts in your area about partnership opportunities. The following is the link to the KDE website where you will find more information regarding the Preschool Partnership FY19 RFA: [KDE competitive grants page](https://education.ky.gov/districts/business/Pages/Competitive%20Grants%20from%20KDE.aspx).

**Q.** I received an email today from the Kentucky Governor's Office concerning the FY 19 Partnership Grant.  There is an August 6, 2018 deadline for application.  However, there was no other information on this Grant opportunity.  The statement I found said that the School Districts are to be working with providers.  Do you have any information on this?  If it is an opportunity that would benefit the quality of care I provide for the children in our care I definitely need more information and what I may need to do.

**A.** The following is the link to the KDE website where you will find more information regarding the Preschool Partnership FY19 RFA: [KDE competitive grants page](https://education.ky.gov/districts/business/Pages/Competitive%20Grants%20from%20KDE.aspx).

**Q.** How do we apply for the grant for next year if we are a Tier 2?

**A.** Tier 2 grant recipients may apply for new funds. Applicants must meet the requirements identified on pages 4 and 5. A separate application will not be released for continuation funding.

**Q**. Any guidance yet for applying for Tier 3 money?

**A.** Districts receiving grant funds last year can apply for new funds if they meet application requirements identified on pages 4 and 5. A separate application will not be released for Tier 3 funding. A technical assistance webinar is scheduled for June 28, 2018, 10:00 a.m. (ET). More information is available at KDE’s competitive grant application page:

[KDE competitive grants page](https://education.ky.gov/districts/business/Pages/Competitive%20Grants%20from%20KDE.aspx)

**Q.** Good morning. Last year, we were able to carry over some of our grant funds to pay the salary of our preschool consultant. This year we were told we could not. Many district were hoping to do so since funds from continuing grant would not be available until September. Is this still not a possibility? For me, that will leave me not working for two months. Just trying to figure out what to do.

**A.** We do not advise encumbering salaries. Current grantees (FY18) have until September 30, 2018, to use partnership funds.

**Q**. The proposal reads like the previous years tier 2 grant and I know previously they stated that if we have done a tier 2 then we were not eligible. Is this true for this grant as well?

**A.** Prior grant recipients may apply for new funds. Applicants must meet the requirements identified on pages 4 and 5. A separate application will not be released for continuation funding.

**Q.** If we can reapply should we chose a different partner for the grant? Or can we use this as a continuation grant?

**A.** Yes, it is possible to apply for funding with the same partners (i.e., co-applicants from rounds 1 and/or 2), different partners, or a combination of both. Applicants must meet the requirements identified on pages 4 and 5. A separate application will not be released for continuation funding.

**Q.** I own a daycare and preschool in XXXX County Ky. Would I be able to participate in the grant and if so can you tell me how to get started?

**A.** Applicants must meet the requirements identified on pages 4 and 5. Licensed Child Care Facilities (Type I and II) are eligible to participate as co-applicants. Child care providers may partner with one or more school districts. You may consider contacting the school districts in your area about partnership opportunities. The following is the link to the KDE website where you will find more information regarding the Preschool Partnership FY19 RFA: [KDE competitive grants page](https://education.ky.gov/districts/business/Pages/Competitive%20Grants%20from%20KDE.aspx).

**Q.** I am starting my own certified home for the second time and I was wondering is this something that I could do to get some of the grant. With me just starting out I didn’t know. If so I don’t know where to start out with to get the process going. If you could help me that would be great.

**A.** Applicants must meet the requirements identified on pages 4 and 5. Certified Family Child Care Homes are eligible to participate as co-applicants. Child care providers may partner with one or more school districts. You may consider contacting the school districts in your area about partnership opportunities. The following is the link to the KDE website where you will find more information regarding the Preschool Partnership FY19 RFA: [KDE competitive grants page](https://education.ky.gov/districts/business/Pages/Competitive%20Grants%20from%20KDE.aspx).

**Q.** I am writing with a question about the Preschool partnership grant.  Are we able to apply for more than one grant this year?  Also, are we able to apply for the full $150,000 again if we received a grant last year?

**A.** Yes, districts may apply for more than one grant if new partners (co-applicants) and new sites are identified. Yes, you may apply for funding up to the amount stated in the application regardless if the district received a grant last year. Note that previous grant implementation is not a guarantee of new funding. Competitive funding will be based upon criteria stated in the 2018-19 grant application, and funding amounts may vary depending on the number and quality of applications received.

**Q.** Can we include an attendance policy for the families of students wishing to partake? For example 10% missed in a semester your child will be dismissed from the program and allow for another to step in.

**A.** Applicants must address requirements and narrative criteria identified in the grant application. The intent of the partnership grant is not to “dismiss” at-risk students struggling with attendance from services. A quality proposal may emphasize how the partnership will recruit and retain eligible students while reducing chronic absenteeism, as well as how grant activities will help at-risk students overcome barriers to attendance.

**Q.** Is the program ONLY for CCAP students OR BOTH CCAP, poverty, AND SPED?

**A.** Children must be eligible to participate in the state-funded preschool program and the Child Care Assistance Program (CCAP). Students may include income eligible children and children with disabilities. The state-funded preschool program is available to all four-year-old children whose family income is no more than 160% of poverty, and three- and four-year-old children with disabilities. Income eligible children must reach the age of four on or before August 1 of the current school year. CCAP is available to parents who are residents of Kentucky with children who are U.S. citizens or qualified aliens; and, (1) employed an average 20 hours per week for a single parent and 40 hours combined for a couple; or (2) authorized to have child protective or preventive services; or (3) participating in the Kentucky Works Program; or (4) teen parents attending high school or pursuing a general equivalency degree.

It is possible for partnerships to serve a combination of children who are income eligible and have disabilities, as long as children are preschool children are eligible for both programs.

More information about eligibility is available at these sites:

[Cabinet for Health and Family Services](https://chfs.ky.gov/agencies/dcbs/dcc/Pages/ccap.aspx)

[Education website Curriculum](https://education.ky.gov/curriculum/conpro/prim-pre/Pages/default.aspx)

**Q.** Can we choose a teacher we already have on staff?

**A**. Funds can be used for teacher salaries or teacher stipends if this involves implementing grant activities connected to Preschool Partnership grant outcomes identified in the application, including early numeracy and early literacy goals. Salaries and stipends cannot be charged to the grant prior to the effective date of the Memorandum of Agreement (MOA).

**Q.** Can SUBS be called in for those absent staff for the classroom and if so who covers the cost?

**A.** Funds may be used to pay substitutes when teachers are out of the building to participate in professional learning related to implementation of the partnership grant, including early numeracy and early literacy training. Substitutes may be used when teachers take sick or personal days if this practice is consistent with local policies and procedures. As the grant’s fiscal agent, the district is financially responsible for implementation, including how costs will be allocated and expended for classroom substitutes.

**Q.** Can furnishings, consumables, and materials be purchased for the room?

**A.** Furniture, fixtures and general supplies are allowable expenses as long as these expenses benefit preschool partnership grant students and program services.

**Q.** If we do not know our status until Sept 10, how can we ensure someone will take the position as the majority of teachers and IAs have a job by August?

**A.** KDE acknowledges the challenge of finding qualified teachers and instructional assistants after the start of the school year. If new instructional staff are needed, districts may consider working with higher education partners to identify IECE graduates seeking employment, including summer graduates. Contacts for IECE certification preparation programs can be found in the IECE brochure located on the following webpage:

[Preschool Development and Certification](https://education.ky.gov/curriculum/conpro/prim-pre/Pages/Preschool-Professional-Development-and-Certification.aspx)

While applicants may budget for instructional salaries, they are not required to do so. Grant funds and matching funds should be linked to compelling needs identified by applicants, as well as grant activities and expected outcomes.

**Q.** XXXXXX County currently has an Early Childhood Outreach Consultant. A local church is in the process of opening a daycare that will include a class for 3 year olds and a class for 4 year olds. They plan to open August 15. The daycare will not use religious curriculum or have religious posters, etc. We were hoping to assist them with applying for CCAP and STAR, as well as assist with recruitment activities for all the county’s early childhood programs. Would it be possible to pay the consultant an hourly rate (instead of a salary) from the carryover funds and only contract with the consultant if we receive the new grant? We would like to add the new daycare to our partnership if we receive the new grant. I am referring to current funds and possibly continuing if we receive new grant funding.

**A.** This is a very specific question from a current grantee related to use of 2017-18 partnership grant funds. KDE does not advise encumbering funds for salaries; however, given the singular case described, the request may be granted. New funding is not guaranteed based upon previous grant implementation, including activities supported with carryover funding. New grantees will be funded based upon criteria stated in the 2018-19 grant application, and funding amounts may vary depending on the number and quality of applications received.

**Q.** Does the district apply as a district or can we apply for the grant for each of our schools?  In the past, XXXXXXX county had an Early Learning Center but starting next year, we are restructuring, and preschool will be housed in each individual school.

**A.** Proposals will be accepted from eligible applicants and co-applicants. Districts must serve as applicants. Co-applicants must include licensed Type I providers or Type II child care providers or certified home child care providers. Individual schools cannot apply for funds. However, districts may apply for more than one grant if new partners (co-applicants) and new sites are identified. As long as the applications identify different co-applicants, meaning different and distinct partnerships serving different areas of a district, county or community, multiple applications are acceptable from one district.

**Q.** XXXXXXX County Schools is interested in applying for the Preschool Partnership Grant. Due to budget cuts, our preschool program was recently cut from a one session per day program (each child attended the program from 9-3 Monday-Thursday) to two half sessions per day (each child will attend a three hour A.M. OR a three hour P.M. session Monday-Thursday). We would like to write our grant proposal focusing on implementing a full day, high qualify early childhood program through a half day preschool session and a half day child care session. Would this be possible OR do programs receiving this grant have to be a full day preschool program only?

**A.** Districts may write proposals that meet the full-day requirement through half-day preschool and half-day child care, if the same children transition between the two settings and activities are coordinated to ensure children receive developmentally appropriate teaching and learning experiences, including early numeracy and early literacy instruction, in each setting.

**Q.** I am working with our planning team for the partnership grant.   Can we partner with a religious organization that has a Type I or Type II Childcare license?

**A.** Yes, generally speaking, districts may partner with faith-based child care providers to implement grant activities, as long as the partnership does not use state funding for overtly religious purposes, such as to proselytize, to provide religious instruction or conduct worship service.

**Q.** I have a question about the grant. In our small, independent school district, we do not have a childcare provider in the community. Do we have the option as a district to create an on-site childcare program with wrap around services with this grant? If we have to partner with a childcare provider within our boundaries, we would not be able to participate?

**A**. School districts are encouraged to partner with child care providers. A provider list is available on the Cabinet for Health and Family Services website: [Benefind](https://benefind.ky.gov/kccps). If a district chooses to open a child care center, instead of partnering with another early childhood provider, the applicant will be expected to demonstrate an ability to achieve 3 STARS in the first year of the grant. Funding in year 2 may be contingent upon “adequate progress in partnership implementation” (page 4).

**Q.** What is the difference between the “allowable” expense of “conduct marketing and recruitment activities” vs. the “unallowable” expense of “funds to promote school or child care providers”?

**A**. Funds may be used to recruit and market preschool services for the benefit of CCAP eligible preschool children. Funds may not be used to promote school or child care activities not related to the grant (e.g., primary program services, K-12 activities, child care infant/toddler services, and so on).

**Q.** During the webinar it was mentioned that a two year budget must be planned.  The question is, does a school need to submit two separate budget sheets or include the two year budget into one sheet?

**A.** Yes, we recommend submitting two separate budget sheets to clarify activities funded in year 1 and year 2.

**Q.** Must co-applicant, and/or partners already be 3 STAR? Or can they be working toward 3 STAR?  Page 5, number 5 says “high quality … level 3” and the co-applicant is defined (page 4) “working collaboratively to….enhance full-day, high-quality early childhood services" which sound like they already have to be 3 STAR.  But item 12 on page 5 says “… must achieve at least a rating of 3 STARS…” which sounds like they can achieve it during the program period.

**A.** KDE expects each partnership will provide high quality early childhood services, meaning at least 3 STARS in Kentucky All STARS. If a proposed early childhood site does not have three STARS, applicants will be expected to demonstrate the ability to achieve 3 STARS in the first year of the grant. Funding in year 2 may be contingent upon “adequate progress in partnership implementation” (page 4).

**Q.** Would it be advisable or allowable for a district to budget funds over the required $1,500 to add local evaluation to what will be required by the state?

**A.** Applicants are not required or advised to budget more than $1,500 to participate in the statewide evaluation.

**Q.** Should the first budget period be Sept 10, 2018 through June 30, 2019 or through September 9, 2019?  And then the next year, of course, reflect whichever of those dates was used?

**A.** We anticipate the first budget period will be September 10, 2018, through June 30, 2019, and the second budget period will be July 1, 2019, through June 30, 2020.

**Q.** We received the Preschool Partnership Grant last year, and we were able to expand our preschool from half day to full day. As part of the grant, we had one teacher and one assistant paid out of the grant.  Will it be supplanting if we still cover a teacher and an assistant’s salary with the grant?  We would like to be able to do this, if we can.

**A.** Partnerships must use funds to implement or enhance implementation of full-day, high-quality early childhood services, meaning funds must be used to enhance or increase or extend services. Partnerships cannot use funds to replace or to take the place of existing preschool/child care services. So, if an applicant proposes to fund staff salaries to enhance implementation of existing full-day, high-quality services, this would be an allowable expense. The applicant would be expected to demonstrate how covering these salaries enhances implementation of full-day, high-quality services. However, if an applicant proposes to replace regular services, such as covering existing teacher salaries in a half-day, 4 or 5 day a week program, then staff salaries would not be an allowable expense.

**Q.** Can we use the same co-applicant that we used last year in the grant?

**A.** Yes, as long as the partnering agency meets the co-applicant requirements on pages 4 and 5.

**Q.** We received Tier 3 funds last year. Can we partner with the same licensed child care facilities for this years PPG? We do not have any other licensed centers in our district. One of the centers is a new program (1 year) and we have different goals this year to be able to increase quality and serve more children.

**A.** Yes, as long as the partnering agency meets the co-applicant requirements on pages 4 and 5.

**Q.** Do you know if/have the 2017-18 Early Childhood Profiles, by county, have been published?

**A.** The Early Childhood Profiles are available here: [Early Childhood Profiles](https://kcews.ky.gov/Reports/Reports). Scroll down to find the “Early Childhood Profile” and click the “Full Report” button to access the interactive report.

**Q.** Can Early Head Start be a partner?

**A.** No, the grant is intended to serve CCAP eligible preschool children (3s and 4s).

**Q:** Head Start is the only possibility for a partnership in our district.  The guidelines indicate that HS can serve as our Co-Applicant as long as we do not duplicate services in our full utilization agreement.  Our agreement includes options for joint screenings, recruitment notices, and collaborate on staff training (which up to this point has not been successful).  Will this keep us from partnering with HS?

**A:** The partnership must demonstrate how the funds will supplement rather than supplant use of Head Start funding. You will need to demonstrate how costs for actual activities are over and above what would be required through the full utilization agreement.

**Q:** There are 3 HS Centers in our district.  Is it feasible to write a grant to partner with all 3 (3 separate grants)?  We have 6 state funded preschool sites that allows students to attend two full days per week.  We would like to provide students with four full days at all sites.  This is a question that would be helpful if I could speak to someone to explain my situation.

**A:** KDE does not encourage any district to submit three or more applications identifying Head Start as the only co-applicant in each proposal. The intent of the grant is to incentivize public-private partnerships. A district may apply for more than one grant if new partners (co-applicants) and new sites are identified. Head Start may be identified as the co-applicant at a site, or as the co-applicant of multiple sites as part of one grant application, but Head Start should not be the sole co-applicant in multiple applications by the same district. Head Start may serve as the co-applicant for more than one district if Head Start serves more than one district in its catchment area.

**Q:** I am working as an independently contracted preschool consultant for XXXXXXXX Independent Schools. I am helping with the preschool partnership grant application. The school has a Wrap Around child care program, which serves two-year-olds as well as preschool age children who also attend the preschool program. The preschool partnered with the Wrap Around classrooms last year as part of the preschool partnership grant, and were hoping to do so again this year; however, the Wrap Around program is currently rated as a 2 star center. They have received some supports in order to increase their star level (such as curriculum and assessment; they will be located in a different location with higher quality rooms; added materials; etc.). The requirements for this grant cycle indicate that the child care partner has to be rated at least a 3 star. I was wondering if you could tell me if this rating must be achieved prior to applying for the grant or if the Wrap Around center could still be considered as long as their efforts are indicative of a 3 star being achieved during the partnership/grant cycle?

**A:** KDE expects FY 19 applicants to have at least three STARS in Kentucky All STARS. If a proposed early childhood site does not have three STARS, applicants will be expected to demonstrate the ability to achieve 3 STARS at that site in the first year of the grant. Funding in year 2 may be contingent upon “adequate progress in partnership implementation” (page 4).

**Q:** While reviewing the FAQ page on the KDE website, I found an answer that addresses one of the topics I plan to target. However, I have an additional question.   In effort to reduce attendance barriers for CCAP eligible children; would the purchase of a vehicle to transport children be an allowable expense?

**A:** No, vehicles cannot be purchased with partnership funds. This doesn’t mean an applicant can’t seek to reduce attendance barriers through partnership activities. Some student transportation costs are allowable, such as gas and diesel fuel and pupil transportation insurance.

**Q:** Are there any additional requirements outside of details in package? Can we still apply or is there a pre-compiled list of applicants that can apply? We are just needing assistance on actually getting started on application.

**A:** There are no additional requirements beyond criteria stated in the application. There is not a pre-compiled list of applicants, but applicants and co-applicants must meet requirements identified on pages 4 and 5.

**Q:** I understand that we must meet requirements on pages 4 and 5 and that co-applicants must be certified according to the CCAP requirements.  However, is a school district required to partner with a co-applicant or can we use funds to expand our preschool to offer full-day services?  This would mean hiring teachers?

**A:** No, a district cannot use funds strictly to provide state-funded preschool services. The intent of the grant is to incentivize public-private partnerships to provide full-day, high-quality services to CCAP eligible preschool children. It is possible to expand preschool services through a partnership with child care, and expansion may include hiring additional teachers.

**Q:** What if we do not have co-applicants that meet the CCAP requirements?

**A:** School districts are encouraged to partner with child care providers. A provider list is available on the Cabinet for Health and Family Services website: [Benefind](https://benefind.ky.gov/kccps). If a district chooses to open a child care center, instead of partnering with another early childhood provider, the applicant will be expected to demonstrate an ability to achieve 3 STARS in the first year of the grant. Funding in year 2 may be contingent upon “adequate progress in partnership implementation” (page 4).

**Q:** Can you clarify what exactly 'capital construction' is on the list of things that are not allowable?

**A:** The capital construction process is defined by 702 KAR 4:160. Preschool partnership funding cannot be used for new construction or renovation of school buildings. Additional information about facility planning and capital construction is available through KDE’s Facilities Management Branch, Division of District Support, at [Capital Construction](https://education.ky.gov/districts/fac/Pages/Construction.aspx).

**Q:** I have a few questions regarding the Preschool Partnership Grant application. Could you provide some clarification on entering and tracking data in IC. The training video stated that a code would be entered into a field on the preschool tab for children receiving support through the grant. Do we just state that in the grant application or do we need to describe further how we will collect, manage, and report information in IC?  How will that work for children in childcare centers who do not attend preschool? Will we create an enrollment for them in IC? Will we report on all children benefiting from the grant or just the CCAP eligible children who are benefiting?

**A:** Applicants will be expected to describe how student information will be collected, managed and reported. Quality responses to this narrative item will demonstrate an applicant’s knowledge of best practices in data management and ability to collect and report early childhood student data effectively and efficiently. Specific guidance for entering data into IC will be provided to grantees after contracts are awarded, including code numbers for the preschool tab.

**Q:** We are planning to partner with 3 childcare centers on the same application. One of the centers is brand new and still in the process of getting their license. The application process has begun. They plan to open August 15th pending approval. If their license is not approved by the due date of the grant, can we put license pending instead of a number on the grant?

**A:** KDE expects each partnership will provide high quality early childhood services, meaning at least 3 STARS at each site. If a proposed early childhood site does not have three STARS, applicants will be expected to demonstrate the ability to achieve 3 STARS in the first year of the grant. Funding in year 2 may be contingent upon “adequate progress in partnership implementation” (page 4).

**Q:** If we write for a preschool teacher and an assistant for the grant, do we have to wait until September 10th MOA to hire them?  We would be going from 4 preschool full day classes to 5, and if we wait until September 10th, then we will have to reshuffle the kids in different rooms for equity purposes. This becomes very difficult with a September 10th award data, and I don’t want to get into supplanting.

**A:** KDE does not recommend conducting grant activities before the start of the grant period, and any activities conducted prior to the effective date of the MOA are not allowable charges. Applicants may avoid supplanting of funds by ensuring actual activities go above and beyond what is expected of regular preschool services.

**Q:** If I have two or more potential child care partners, can they be included in the same application or would there be a separate grant application for each partner with the school district being the fiscal agent?

**A:** Yes, more than one co-applicant may be included in the same application. Also, districts may submit separate grant applications with different co-applicants. Districts may apply for more than one grant if different co-applicants are identified, meaning different and distinct partnerships serving different areas of a district, county or community. The decision to include multiple co-applicants in one application or separate applications with different co-applicants should be based upon local partnership needs.

**Q:** Is the employment of a grant manager an allowable expense in the personnel category?

**A:** Yes, if the purpose of employment supports implementation of the preschool partnership grant for the benefit of CCAP eligible preschool children.

**Q:** My district is in the process of preparing an application for the Preschool Partnership Grant and would like some further clarification concerning matching funds.  Could you please give us an explanation as to the amount(s) of the matching funds, are there specific accounts these funds should be derived from and can the match be in kind services?

**A:** While specific match amounts and percentages are not defined in the application, applicants are required to identify sufficient resources necessary to implement grant activities and sustain services beyond the grant period, and this includes identifying non-grant funds. In the budget narrative, applicants should explain why the funds identified by the partnership are sufficient to implement and sustain services. Matching funds can be in-kind services or dollar amounts. Also, matching funds must be allowable for grant purposes the same way partnership funds must be allowable. For example, teacher and assistant teacher salaries are allowable uses of grant funds, so teacher salaries may be identified as matching funds. Building/construction costs are not allowable expenditures, so these costs are not allowable for match amounts.

**Q:** Partnerships in the planning, development and focus of the grant are required to be 3 star centers.  We have them at the table developing a plan to increase quality and opportunity.  In providing professional development are we able to reach out to additional centers to support their learning in attending training and potentially coaching if they are a 1, 2 or not participating star rating?

**A:** Yes.

**Q:** With Tier II and Tier III funds, we were able to establish a partnership with a childcare program and create an additional preschool classroom. The webinar stated that “funds from this grant cannot be used to replace regular preschool or child care services.” Since we used Tier II and Tier III funds to create the preschool classroom, is that classroom now considered “a regular preschool”  or can we use the funds, if granted, from PPG FY 19 to enhance and expand the classroom generated from Tier II and Tier III?

**A**: Past grant recipients are eligible for FY19 preschool partnership funds. If Tier II and III funds were previously used to supplement regular services, districts may demonstrate how additional funds are necessary to continue enhancing services. Applicants currently providing full-day, high-quality services are expected to demonstrate how funds will be used to enhance implementation of services, rather than replace regular services. What services and supports will be provided that would not otherwise be provided without partnership grant funding?

**Q:** There are several references to program evaluation.  For clarification, I understand the funding is to be set aside for completion of a state evaluation.   Is there a requirement for the district to also partner with an outside organization to complete an additional evaluation?

**A:** Applicants are required to budget $1,500 to participate in a statewide evaluation of the partnership grant. There isn’t an additional program evaluation requirement, but all grantees must participate in the statewide evaluation.

**Q:** If Head Start is the only licensed childcare in our district, are we allowed to partner with them to provide full-day or universal preschool for our children?

**A:** Yes. The partnership must demonstrate how the funds will supplement rather than supplant use of Head Start funding. You will need to demonstrate how costs for actual activities are over and above what would be required through the full utilization agreement. More about full utilization is available [KDE Head Start Full Utilization page.](https://education.ky.gov/curriculum/conpro/prim-pre/Pages/Head-Start-Full-Utilization.aspx)

**Q:** I have a question regarding the rubric for PPG. As I reviewed it, I read a bullet that stated something like "the steps for collecting, managing and reporting preschool partnership student information in Infinite Campus" and I am wondering if you can give me some clarification on this bullet. We do not have a lot of creative rights with Infinite Campus so I am just a little unclear.

**A:** Applicants will be expected to describe how student information will be collected, managed and reported. Quality responses to this narrative item will demonstrate an applicant’s knowledge of best practices in data management and ability to collect and report early childhood student data effectively and efficiently. Specific guidance for entering data into IC will be provided to grantees after contracts are awarded.

**Q:** XXXXXXX County would like to include in our grant application additional IECE teachers to bridge the instruction gap between preschool and child care, even possibly providing special education services in both settings. Would this be something that could be included?

**A**: Yes, if hiring additional IECE teachers supports implementation of the preschool partnership grant for the benefit of CCAP eligible preschool children.

**Q:** For the preschool partnership grant do we have to use a standardized test such as the Brigance to document student growth via pre- and post-test or can we use an informal measure?

**A:** Applicants are expected to identify outcomes for student progress and ways to measure progress towards meeting outcome goals, including numeracy and early literacy goals. Generally speaking, in the state-funded preschool program, the following instructional assessments are recommended: Assessment, Evaluation, and Programming System (AEPS), Carolina Curriculum for Preschoolers with Special Needs (CCPSN), Teaching Strategies Gold, COR Advantage, and Work Sampling System (WSS). Supplemental assessments may be used if they are developmentally appropriate for preschool children. The Brigance Kindergarten Screen III is identified as Kentucky’s common readiness screen for incoming kindergarten students, and this screen is not intended for use as a classroom instructional assessment in preschool classrooms. Distinctions between early childhood screening instruments, diagnostic assessments, and classroom instructional assessments can be found in *Kentucky’s Early Childhood Continuous Assessment Guide* (available [Kidsnow.ky.gov](https://kidsnow.ky.gov/professionals/Documents/assessment-guide-2010.pdf)). Additional information about preschool’s recommended instructional assessments is available at the Kentucky Early Childhood Data System (KEDS) website ([Preschool KEDS Home](https://www.kedsonline.org/preschoolhome.aspx)).

**Q**: 1) Application Structure:  I'm confused as to the structure and order of the application pieces.  The five application components are listed as: 1) cover page, 2) TOC, 3) narrative, 4) budget form, and 5) budget narrative.

Formatting requirement #4 states that components 1-4 may not exceed 15 double spaced pages, but formatting requirement #3 states that the first page of the narrative should be marked as page one. Do the cover page and TOC count toward the 15-page limit or not?

**A:** The Narrative description including all appendices, attachments, exhibits, etc. may NOT exceed the 15 double spaced page limit. The Cover page and Table of Contents is not included in the page limit. Reviewers will be instructed to disregard any page beyond the first fifteen pages of the application proposal.

**Q:** Further, "Evaluation criteria for the Narrative Description" includes a section on the budget narrative, which is previously listed as a separate application component (#5) beyond the narrative page limit as indicated in Formatting requirement #4. Does the budget narrative count against the 15 pages or not?

**A:** The budget narrative counts toward the 15 pages. See above.

**Q:** Should the budget narrative come at the end of the narrative section (as part of the 15 pages as suggested by the criteria for evaluation) or as a separate section after the budget form (as suggested in the application components section? (if the latter, is there a page limit for the budget narrative?) (I'm not trying to be obtuse; I just don't want the application to not be reviewed due to a technicality!)

**A:** We recommend placing the budget form (years 1 and 2) after the narrative section. As stated above, all pages submitted will count toward the 15 page limit.

**Q:** 2) Are matching funds required? If so, is there a minimum suggested value of match?

**A:** Yes, matching funds are required. While specific match amounts and values are not defined in the application, applicants are required to identify sufficient resources necessary to implement grant activities and sustain services beyond the grant period, and this includes identifying non-grant funds. In the budget narrative, applicants should explain why the funds identified by the partnership are sufficient to implement and sustain services. Matching funds can be in-kind services or dollar amounts. Also, matching funds must be allowable for grant purposes the same way partnership funds must be allowable. For example, teacher and assistant teacher salaries are allowable uses of grant funds, so teacher salaries may be identified as matching funds. Building/construction costs are not allowable expenditures, so these costs are not allowable for match amounts.

**Q:** 3) Evaluation--do applicants need to plan to do their own evaluation, or should we simply state a commitment to participating in the overall program evaluation that is being coordinated by DOE?

**A:** Applicants are not required to conduct their own evaluation. However, applicants are required to budget $1,500 to participate in a statewide evaluation of the partnership grant.

**Q**: I’m working on our grant application for XXXXXXX County. Am I correctly reading that we are able to apply for up to $150,000, even though this will be our third year (one year at Tier I, one year at Tier II complete)?

**A:** Yes, applicants may apply for up to $150,000 each year for two years ($300,000 total). Previous grantees (Tiers 1, 2, and 3) are eligible to apply for partnership funds.

**Q:**  Will districts be able to claim the students enrolled in the co-applicant’s child care classroom on Dec. 1 Child Count and preschool enrollment counts if they are disability and/or at-risk eligible?

**A:** If students in the co-applicant’s child care classroom are three- or four-year-olds with disabilities or four-year-olds who are eligible for CCAP services, they may be enrolled in the preschool program and appear in the December 1 and March 1 Counts. More guidance about enrollment of partnership grant students will be provided to grantees at a later date.

**Q:**  Will the child care provider only be able to enroll CCAP students in this classroom or can they also serve students who are eligible to attend their program (i.e. parents who pay child care out of pocket)?

**A:** Child care classrooms may be blended with non-eligible students, but classrooms are subject to child care licensure requirements. More information about child care licensure is available from the Division of Child Care ([CHFS Division of Childcare](https://chfs.ky.gov/agencies/dcbs/dcc/Pages/default.aspx)).