



2021-2025 Title II AEFLA Grant Application Frequently Asked Questions
February 5, 2021

Q1. The application says we are to upload the documents into the portal. Is this the same portal we currently use for Time & Effort? Or is this a new portal/Moodle®?

A. Applicants will upload all RFP documents into the regular Moodle® site. However, all applicants will be required to upload the RFP documents into the RFP course. This course is not yet available but will be on March 15, 2021.

Q2. Under the Demonstrated Effectiveness Table and in the first paragraph, there is a statement that says..."Prior to completing the application, each applicant must upload the Demonstrated Effectiveness Table by providing valid and reliable data on its record..." Does this mean this needs to be pre-approved before the remainder of the application is completed and submitted?

A. No, the table does not need to be pre-approved before the application is completed and submitted.

Q3. For the budget narratives, is it expected to provide written explanations of each category or is it enough to provide the mathematical formulas and numerical information?

A. In addition to furnishing mathematical calculations, you are expected to provide a written explanation for each category.

Q4. Does the Bachelor's Degree requirement apply only to faculty/instructors or all staff (including support staff)?

A. This requirement applies to all staff except paraprofessionals.

Q5. On the budget, can "materials" include hardware and/or WIFI access (paid hotspots) for students? Or is it strictly for print materials and software or assessment programs?



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A. The items referenced can be included in the budget as “Educational Supplies and Materials” to support instruction. It is vital that an inventory be kept of what’s been purchased with the funds. Maintain documentation regarding the purchase of these items for monitoring review or auditing.

Q6. Is there a way to assure that our local Workforce Development Board completes the review of our application? What happens if this is not completed as required?

A. The System Office CCR staff are responsible for securing reviews from Local Workforce Development Boards for local applications.

Q7. Does the Professional Development person have to be a full-time staff member?

A. No

Q8. On page 27 there appear to be hyperlinks, can those be made active in the application document?

A. We have removed the hyperlinks.

Q9. On page 43 (budget for 225), is there a typo on line G (Educational Supplies and Materials?)

A. Yes, there is a typo on line G. It should read \leq \$5,000 per unit price. We will make the correction in the RFP.

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Q10. On page 97, there is information for a consortium application, is this something that is an option for us? Could we combine with another college to apply and offer programs? What if we wanted to partner with another community agency? Is that allowed?

A. Applying as a consortium is an option. Two or more providers may elect to apply as a consortium to maximize efficiencies, broaden services, and strengthen partnerships. A consortium will be considered as a single entity for funding and monitoring. One agency must be designated to serve as the lead for fiscal, data, and programmatic practice.

Q11. Is it possible to obtain a copy of our previous Title II Grant Application to use as a guide?

A. No, supplying previously funded applicants with a copy of their previous application would be giving an unfair advantage. Additionally, funded providers are required to keep all program records for five years after the end of a program year. Therefore, your institution should have a copy of this document.

Q12. Page 33 of the RFP provides a list of application components that must be submitted. The list indicates that the Section 231 Budget and Section 231 Budget Narrative should be submitted in Part I-B and Part II-231 AEFLA Grant Application. Are applicants required to upload the same documents in these two sections of the Moodle (duplicate)?

A. Yes, this is correct. Applicants must submit the 231 Budget and Budget Narrative in Part 1B and Part II.