

## City of San Antonio

### ADDENDUM II

**SUBJECT:** Request for Proposals for Competitive Education Grants for Pre-K Four Programs, (RFP 16-002), Scheduled to Close: Friday, December 18, 2015; Date of Issue: Friday, November 6, 2015

**FROM:** Denise D. Gallegos, C.P.M., CPPB  
Procurement Administrator

**DATE:** November 30, 2015

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. II - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS**

#### **THE ABOVE MENTIONED REQUEST FOR PROPOSALS IS HEREBY AMENDED AS FOLLOWS:**

1. **Revision:** Response to Question 83 in Addendum I that was released on November 20, 2015 is revised to read as the following:

*“If Respondents are not selected during this RFP award process, Respondents can apply again when a new RFP is released which the City anticipates in late 2017.”*

2. **Revision:** RFP Section 016 – RFP Attachments, Attachment D – Part Two for Licensed Childcare Centers, last paragraph, first sentence is revised to read as the following:

*“The narrative information submitted for questions 1 – 6 shall not exceed four (4) pages.”*

#### **QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 007, PRE-SUBMITTAL CONFERENCE:**

On Saturday, November 21, 2015, the City of San Antonio and Pre-K 4 SA hosted a Pre-Submittal Conference to provide information and clarification for the Competitive Education Grants for Pre-K Four Programs Request for Proposals. Below is a list of questions that were asked at the pre-submittal conference. The City’s official response to questions asked is as follows:

##### **Public ISDs/Charter Schools**

- Question 1: Is the one-year extension in terms of funding and in time? Can/should the proposal address year one and year 2?
- Response: The one-year extension will be for both funding and time if approved by the Corporation. The proposal should include plans for year 1 and year 2 in the narrative, but the budget worksheet should only address year 1.
- Question 2: When will addendum II be released?
- Response: Addendum II has an anticipated release date of Monday, November 30, 2015.
- Question 3: If the principal address is outside City limits, can we still list it if the schools we are applying for are inside City limits?
- Response: Yes, the principal address may be outside City limits as long as the schools you are applying for are located within City limits and the students served reside within City limits.

- Question 4: Are public ISDs exempt from licensing requirements if they apply for extended day programs if they are run by the district and not contracted to an outside source?  
 Response: Public ISDs may be exempt if they comply with the DFPS exemption criteria outlined in 40 Texas Administrative Code §745.119. However, Respondents are encouraged to adhere to the recommended ratio of 20 students to 2 adults to meet the NIEER quality standards.
- Question 5: Is the DUNS number needed at the time of submission or by the time that grant starts? Is it required?  
 Response: Respondents are not required to have a DUNS number to submit an application. Should Respondents not have or are unable to locate a DUNS number, please provide a federal employer's identification number/social security number and/or your Texas Comptroller's taxpayer number.
- Question 6: Does extended day have to end at 6:00 p.m. or can it run after 6:00 p.m.?  
 Response: Extended day can continue past 6:00 p.m.; there is no time requirement or limit.
- Question 7: What if we project 20 students per site but not all of the slots fill due to fluctuating enrollment numbers?  
 Response: Respondents will be awarded based on the projected number of classrooms. If target enrollment is not met, a budget amendment with justification may need to be submitted for approval by Pre-K 4 SA staff.
- Question 8: If we have students that need special education services, can we account for PPCD costs and include it in the budget?  
 Response: Special education services can be budgeted for as long as they are not supplanting PPCD funding.
- Question 9: Can we submit a hybrid proposal where we apply for expansion for some schools and enhancement for other schools?  
 Response: Yes. In the proposed plan, Respondents can describe all parts of their proposal and should notate the difference between proposals by campus, if any. Respondents will also list the schools in the "Service Plan Specifications" section and write the number of students to be served at each campus.
- Question 10: Do we need to factor in transportation costs?  
 Response: Transportation costs only need to be considered in the proposed plan if the Respondent is requesting grant funding for transportation; however transportation costs will not be funded for childcare centers. Respondents are not required to provide transportation to apply.
- Question 11: Can we create a position for a Pre-K 4 SA coordinator?  
 Response: Yes.
- Question 12: If we have a teacher teaching two half day classes and we want to fund a teacher that now continues full day with only one class of 20 students, would that be supplanting?  
 Response: This would not be considered supplanting due to the increased number of full time equivalents. If a teacher stayed to provide a full day program to 20 students and an additional teacher was hired to serve the other 20 students for a full day, this would not be supplanting.
- Question 13: How do we show matching funds on the budget or is it in the narrative?  
 Response: Respondents should describe their matching funds in the budget narrative.
- Question 14: Is it acceptable if the program aligns with the Texas Pre-K Guidelines and not the national guidelines? What are you going to use to judge quality?  
 Response: Pre-K 4 SA will use the National Institute of Early Education (NIEER) standards listed in RFP Section 012 – Evaluation of Criteria to measure quality of existing programs and proposed plans.
- Question 15: What is NIEER?  
 Response: NIEER is the National Institute of Early Education. NIEER conducts and communicates research to support high-quality, effective early childhood education for all young children. Such education enhances their

physical, cognitive, and social development, and subsequent success in school and later life. More information can be found at: [www.nieer.org](http://www.nieer.org).

- Question 16: If we already have a CIQ on file for after school and other grants, do we have to resubmit?  
Response: Yes, please submit a new CIQ for this project with the City; you may refer to RFP Section 013 – Award of Contract and Reservation of Rights for further instruction regarding this form.
- Question 17: Regarding experience with the City, how far back do we need to list?  
Response: Respondents can provide a high level summary of their experience with the City and do not need to provide documentation or specific details unless applicable to this application.
- Question 18: When turning in proposals, would you like them submitted in a sealed box?  
Response: Instructions for submitting proposals are included in RFP Section 010 – Submission of Proposal. Depending on the size of each Respondent’s entire proposal it could be in a sealed package/box.
- Question 19: Will we have contract monitoring, program reporting, and fiscal reporting?  
Response: Yes. Respondents will be notified of contract, program, and fiscal reporting requirements at the time of selection.
- Question 20: Will we be reimbursed with monthly invoices?  
Response: Purchase orders will be created and provided to the grantee based on the contract terms. Once the grantee has spent grant dollars, they may submit an invoice for reimbursement. Typically, the Corporation will process and pay invoice within 30 days of receipt of the invoice (not from the invoice date.)
- Question 21: Is the Respondent name the name of the school?  
Response: Regarding the General Information Form, the Respondent’s name would be the main office/center of operations.
- Question 22: Do you expect academic citations for research?  
Response: Pre-K 4 SA does not require academic citations, but Respondents are encouraged to include the name of a source when describing their research-based practices, if applicable.
- Question 23: Can request funding to pay for substitute teachers for professional development?  
Response: Yes.
- Question 24: Is there a reasonable stipend for professional development?  
Response: When proposing professional development stipends, include rationale to ensure the stipend is reasonable.
- Question 25: Can we look at extending the parent engagement program at each of the Title I campuses?  
Response: Yes, this would be considered enhancement.
- Question: 26 Can we use professional development for Instructional Assistants?  
Response: Yes.
- Question 27: Will we be required to submit daily attendance for monitoring?  
Response: Reporting will vary based on the type of proposal submitted by the Respondent. Attendance data is likely data that will be reported, and specific reporting mechanisms will be determined when awarding the grant.
- Question 28: Do public schools have negotiated rates with agencies that provide special education services?  
Response: Public schools negotiate contracts with special education providers to determine the contracted amount. Services and rates vary from provider to provider.
- Question 29: Do you have a bibliography of references for early childhood sources?  
Response: Pre-K 4 SA does not have a formal bibliography of references, but recommends looking at sources such as NIEER, NAEYC, and Raise Your Hand Texas for best practices in early childhood education.

Question 30: What is the “Better Jobs Act” and where is it described in the RFP?  
Response: The “Better Jobs Act” is described in RFP Section 003 – Background. The “Better Jobs Act” is the legislation that allowed the creation of the Pre-K 4 SA program to be funded through the 1/8 cent sales tax. This is authorized through Chapter 397A of the Texas Local Government Code.

Question 31: When submitting our proposals, should we concentrate on the “Better Jobs Act” and the NIEER standards?  
Response: Respondents should describe how their programs extend the Pre-K 4 SA purpose listed in RFP Section 004 – Scope of Service, to their students. In addition, they should describe how their programs meet the NIEER standards listed in RFP Section 012 – Evaluation of Criteria and how their proposed plan will allow them to reach additional NIEER standards or improve on their quality standards.

### **Private/Parochial Schools**

Question 32: Can you provide samples of family support services that are offered at Pre-K 4 SA?  
Response: Pre-K 4 SA offers parent trainings done by partner organizations or Pre-K 4 SA staff, volunteer opportunities, screenings and referral services, civic engagement opportunities throughout the city, among other events and parental engagement opportunities.

Question 33: Could we budget for dinner or meals provided at parent engagement events?  
Response: Yes.

Question 34: Would parent engagement opportunities regarding financial literacy programs be allowable for parent engagement enhancement?  
Response: Yes.

Question 35: Will you fund tuition assistance for students?  
Response: No, this grant does not fund tuition assistance or scholarships for students.

Question 36: We are looking to extend our program for afterschool, but we could only use the finding for extended day for four-year-olds, is that correct?  
Response: Correct, funding from this grant may only be used for staff, materials, and services for four-year-old students only.

Question 37: If we want to write a request for playground equipment that will be used by other grades in addition to the four-year-olds, would we prorate it and only request the cost based on the percentage of time it would be used by the four-year-olds?  
Response: The grant funding can be spent on playground equipment for four-year-olds. If the four-year-old students are the primary students using the playground equipment, you will not need to prorate the cost. If the playground will be shared by different age groups, then it should be prorated based on the proposed percentage of use.

Question 38: Could you provide examples of the student assessments used at the Centers?  
Response: Pre-K 4 SA uses the Teaching Strategies GOLD assessment at the four Education Centers.

Question 39: The link is not working for the Contracts Disclosure Form. Can you please provide an updated link?  
Response: City staff has verified the link provided for this form is functional. City staff recommends clicking on the website link included in the RFP document for this section. If you continue to experience technical issues, please contact the RFP point of contact, Laura Sambrano at [laura.sambrano@sanantonio.gov](mailto:laura.sambrano@sanantonio.gov). If you experience technical issues after the December 1<sup>st</sup> question deadline, it is acceptable to contact Ms. Sambrano to ensure you are able to view all links/forms of the RFP application.

Question 40: For the target population, what are you looking for? What are the eligibility requirements? What about children raised by grandparents?

- Response: The target population for this grant is underserved four-year-olds in San Antonio. This means students who do not have access to full-day, high-quality pre-kindergarten programs including children who qualify as eligible for free Pre-K under the Texas Education Agency. The eligibility requirements are listed in RFP Section 003 – Background. Students raised by grandparents do not qualify a child for free pre-kindergarten.
- Question 41: In order to receive funding, do the students have to be eligible?  
 Response: Students do not need to be eligible to receive funding, but Respondents should describe why their student population is underserved and how this grant can impact their educational trajectory.
- Question 42: If English is not the primary language and they are in a Spanish immersion program, do they still qualify even if they are in the Spanish immersion program?  
 Response: Yes, students qualify under TEA if they are unable to speak and comprehend the English language (as determined by assessment), even if the child is enrolled in a Spanish immersion program.
- Question 43: Could you give an example of what you are looking in terms of educational need?  
 Response: Example: The majority of the four-year-old students come from the surrounding neighborhood. The neighborhood has an average family household income at or below the poverty level. There is no other pre-kindergarten program within a two mile radius, so there are very few options in this area that serve four-year-old students.
- Question 44: Nutrition and transportation are listed in the criteria, what are you looking for in terms of nutrition and transportation?  
 Response: Nutrition/healthy meals and transportation are listed as program standards under the purpose in RFP Section 004 – Scope of Service. This is not a requirement to apply for the grant, but if the Respondent provides these services or plans to provide them, they should describe them in the application.
- Question 45: If we have nonfunctioning kitchens, can we request funding for that?  
 Response: Yes, you can request funding for kitchen improvements. Please include justification for how this will improve quality of education for four-year-old students.

### **Licensed Childcare Centers**

- Question 46: How does this grant look for childcare compared to schools? Do we have to follow the same requirements as the school districts?  
 Response: Childcare centers do not compete against the public or private schools and they do not have to follow the same requirements. Childcare centers must meet the minimum requirements listed in RFP Section 004 – Scope of Services in order to apply. Childcare centers will have different monitoring and reporting requirements from schools that will be unique to the center.
- Question 47: Will you replace our curriculum with a new curriculum? Will every program receiving grant funding look the same?  
 Response: No, Pre-K 4 SA will not replace a curriculum or require one standard curriculum for all awarded childcare centers. Each childcare center will have targeted professional development, curriculum, and materials that suit the needs of the center. Pre-K 4 SA will work with the childcare centers to develop a plan unique to the center that will enhance what is already in place at the center.
- Question 48: We are already NAEYC, TRS Level 4, and we are an accredited private school for Pre-K. Which category do we apply in?  
 Response: As long as Respondents meet the minimum qualifications listed in RFP Section 004 – Scope of Service, they can apply for that category. If the Respondent is licensed through DFPS, they can be considered a childcare center. If the Respondent is accredited by one of the fifteen agencies approved by the Texas Private School Accreditation Commission (TEPSAC), they can be considered a private school. If the Respondent meets the minimum qualifications for both categories, they may select which category to apply in and should notate it on Attachment A – Applicant Identification Form in their best interest.

- Question 49: Could we use the grant to turn a gym into additional classrooms?  
Response: No, construction costs are not included in the childcare bundle of services.
- Question 50: Do we have a scope for monitoring services and what we would need to report on?  
Response: Respondents will be notified of contract, program, and fiscal reporting requirements at the time of selection.
- Question 51: Can I request funding for student scholarships?  
Response: No, this grant does not fund tuition assistance or scholarships for students.
- Question 52: Is there a specific number of that four-year-olds you are looking for? We have special needs students so our ratio is lower, is that an issue?  
Response: There is no minimum or maximum number of four-year-olds needed to apply for the grant. It is not an issue to have a lower ratio due to special education students. If your ratio or classroom size is lower, explain why in the narrative section of the proposed plan.
- Question 53: When writing the grant, is too much detail a negative?  
Response: Utilize the page limits for each section and be sure to answer each question in the narrative section. Include any relevant information, but do not feel that you must meet the page limit for each section if you do not have additional information to include.
- Question 54: Our center is small so we have three, four, and five-year olds together. Is this ok?  
Response: Classes can be mixed and the services and materials provided will be worth \$10,000 for all classrooms whether they are mixed or serve only four-year-olds. However, programs with more four-year-olds will receive more points on the "Target Population" section of the evaluation criteria.
- Question 55: Could we request playground equipment?  
Response: Yes, playground equipment can be included in the request for materials.
- Question 56: How do we request specific items that we want? Do we include specific monetary details in a budget?  
Response: Childcare centers do not submit a budget with their proposals. Centers should describe their needs and why the bundle of services would enhance their center, and Pre-K 4 SA staff will work with the awarded childcare centers to develop a budget and identify approved supplies and materials.
- Question 57: Is there a budget worksheet or how do we request the \$10,000?  
Response: There is no budget worksheet for childcare centers. Centers should describe their needs and why the bundle of services would enhance their center, and Pre-K 4 SA staff will work with the awarded childcare centers to develop a budget and identify approved supplies and materials.
- Question 58: How do we demonstrate number of four-year-olds if it may change for next year?  
Response: Respondents should include any expected enrollment changes in their narrative using data, when possible. For example, if a center has a large population of three year olds, the center could use that as data to show an increase in the number of four-year-old classes for the 2016-17 school years.
- Question 59: We have two Head Start classrooms. Can we use funds for those classrooms?  
Response: Yes, as long as Pre-K 4 SA funds are not supplanting Head Start funds and vice versa.
- Question 60: When you define classroom, how do we count classrooms in childcare, after school care, and weekend care?  
Response: Each classroom that serves four-year-olds in different settings is eligible for funding based on needs.
- Question 61: Will you be releasing another RFP in December 2016?  
Response: No, Pre-K 4 SA anticipates releasing a new RFP late 2017.

Question 62: If we just want to apply for CDAs out of the bundle, can we do that?  
Response: If a Respondent requests only CDAs out of the bundle and the center is selected, the center may not be awarded the full \$10,000 value. In addition, professional development services from Pre-K 4 SA must be utilized if awarded the grant.

Question 63: If each school is its own corporation, do we apply as individual entities or together as one group?  
Response: Childcare centers can submit individually or as a group. Submission to this program and how and who applies would be determined by the organization and their best interest. The City makes no preference to sole Respondents or Co-Respondents.

Question 64: Does there have to be a proposal for every center or as a group?  
Response: Childcare centers can submit individually or as a group. Submission to this program and how and who applies would be determined by the organization and their best interest. The City makes no preference to sole Respondents or Co-Respondents.

Question 65: When we go through security, are we allowed to have sealed boxes?  
Response: Yes, the public will pass through a metal detector and x-ray machine located in the lobby. All packages, purses, and carried items will be scanned during regular business hours of 7 a.m. to 7 p.m.

Question 66: Will applicants receive notice of receipt of the application?  
Response: No. There will be no confirmation of receipt sent to Respondents.

Question 67: The information that will be emailed will include links to everything, is that correct?  
Response: Yes, all information and documents can be found at the following link on the City of San Antonio website: <http://sanantonio.gov/purchasing/biddingcontract/opportunities.aspx>

Question 68: If my childcare center is outside of City limits, can I still apply?  
Response: No, this grant is only available for education facilities that are located within the San Antonio City limits that serve students that reside within City limits.

Question 69: If you were expecting a substantial increase that would not start until next year, how do we demonstrate that in the application?  
Response: Respondents should include any expected enrollment changes in their narrative using data, when possible. For example, if a center has a large population of three year olds, the center could use that as data to show an increase in the number of four-year-old classes.

Question 70: Are there abstracts of previously submitted similar grants from the City?  
Response: No, Pre-K 4 SA does not have samples of abstracts for similar grants from the City.

#### **QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS OF COMMUNICATION:**

Question 71: Do I need to RSVP for one of the pre-submittal meetings, or do I just plan on attending?  
Response: No, you were not required to RSVP for the pre-submittal conferences.

Question 72: I have a fundamental question as to which category -- we are a private, non-profit preschool through First Grade. Like other private schools, we follow an academic calendar, follow the Pre-K TEKS objectives, etc, but we only go through First Grade. Our families come from all over the San Antonio area, so I don't know how difficult it would be to conduct the quality and outcome evaluation piece. We are also an NAEYC accredited early childhood program, a 4 star TRS provider, with a vital Parent participation program in place. Can you guide me as to where I should consider applying?

Response: As long as Respondents meet the minimum qualifications listed in RFP Section 004 – Scope of Service, they can apply for that category. If the Respondent is licensed through DFPS, they can be considered a childcare center. If the Respondent is accredited by one of the fifteen agencies approved by the Texas Private School

Accreditation Commission (TEPSAC), they can be considered a private school. If the Respondent meets the minimum qualifications for both categories, they may select which category to apply in and should notate it on Attachment A – Applicant Identification Form in their best interest.

Question 73: The per pupil amount is \$2,500/student. So, if a district proposes to serve 200 students, is the following formula correct:  $\$2,500/\text{student} \times 200 \text{ students} = \$500,000$ ? If this is correct, then a district would ONLY be able to apply for \$500,000. Is this the correct formula a district should use to determine the amount to request in a grant application?

Response: Yes, that formula is correct when determining the maximum dollar value a district would be able to apply for if they plan to serve 200 students.

Question 74: Are we submitting a budget for one year (2016-2017 school year) or two years (2016-2017 and 2017-2018)?

Response: Respondents should submit a budget for year one only. When the contracts are being evaluated for the renewal contract for year 2, Respondents will be required to submit a new budget.

Question 75: We are a local childcare center. I read the synopsis, and my understanding is that the grant does offer professional development services for childcare centers; however childcare centers are not eligible to receive monies to apply towards expansion, salaries, etc. Is this correct?

Response: Correct, childcare centers are not eligible to receive monies for expansion or salaries. Childcare centers apply for the bundle of services and materials listed in RFP Section 004 – Scope of Service.

Question 76: If our school does not service the target economic population, would it still benefit us to submit an application?

Response: Our target population is not only an economic group but rather all undeserved students who are not currently enrolled in a prekindergarten program or do not have access to a high-quality full-day program, including those students who are eligible under the TEA guidelines. Please refer RFP Section 003 – Background to find all of the ways that students may be eligible to see if any of your students are eligible in other ways besides income. 100% of the students do not need to be eligible to apply, but justification needs to be provided to demonstrate that the students are in an underserved population.

Question 77: Does participation in PreK4SA by an early childhood education center require any changes to that center's standard charges for services?

Response: No, participation in this grant will not require changes to a center's standard charges for services.

Question 78: Will you post the Addendum with questions today? During the meeting City staff stated they would post the Addendum early this week. I looked for it at this website but did not find it posted: <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx> is this the correct website?

Response: Addendum I was posted on Friday, November 20, 2015 at the City of San Antonio website, this website link is correct. Addendum II has an anticipated released date of Monday, November 30, 2015.

Question 79: In the meeting on November 12<sup>th</sup> it was stated that the plan must align with "national Pre-K standards", are you referring to the "Common Core Standards" developed by the *National Association for the Education of Young Children (NAEYC)*? Or the State's Pre-Kindergarten Guidelines? Can you please specify which standards must be aligned with our plan?

Response: Pre-K 4 SA will use the NIEER prekindergarten standards to evaluate programs and proposed plans. The NIEER standards that will be used are included in RFP Section 012 – Evaluation of Criteria.

Question 80: Should each of the required 16 copies (one original and 15 copies) be placed in its own binder, resulting in 16 binders with tabbed sections? Please clarify.

Response: Yes, each binder/packet should be considered 1 copy. Please refer to RFP Section 008 – Proposal Requirements and Section 010 – Submission of Proposal, Proposal Format.

Question 81: If extra points may be assigned for demonstrated program cash match, where in the application is a cash match shown? The sample budget worksheet doesn't contain an area to show the match.

Response: Respondents should describe their matching funds in the budget narrative.

- Question 82: Does the section for Public ISD/Charter School Service Plan Specifications have a page count limit in addition to the word limit for individual components?  
 Response: The Service Plan Specifications section does not have a page count limit; Respondents should follow the word count limits for this section.
- Question 83: Please define administrative costs. Does the definition include staff salaries and benefits for those employees directly supporting pre-k students, such as teachers and after-school care staff?  
 Response: Administrative costs refer to indirect costs. If employees directly serve Pre-K four students such as teachers and after-school care staff, their salaries and benefits are not included in the administrative costs. Indirect costs include central office staff, fiscal or operations staff, utilities, etc.
- Question 84: Will child care centers be required to utilize the same database and assessments currently used by Pre-K 4 SA? If so, will associated costs and training be included in the bundled services and materials?  
 Response: Any assessments above and beyond what is currently used by the center that Pre-K 4 SA requires for program monitoring will be provided by Pre-K 4 SA.
- Question 85: May the Pre-K 4 SA grant funds are used as match for Federal grants?  
 Response: Yes, Pre-K 4 SA grant funds are not federal funds and may be used as a match.
- Question 86: What is the current parent engagement model used by Pre-K 4 SA?  
 Response: Pre-K 4 SA uses a variety of parent engagement tools including parent trainings done by partner organizations or Pre-K 4 SA staff, volunteer opportunities, screenings and referral services, civic engagement opportunities throughout the city, among other events and parental engagement opportunities. Pre-K 4 SA has two Family Specialists at each Education Center to coordinate these services and provide support to families.
- Question 87: Approximately how many days of training will grantees are required to participate in annually? Will these trainings take place primarily during regular work hours or in the evenings/ weekends?  
 Response: The answer will be based on the needs of the Respondent.
- Question 88: Under TEA, school districts are exempt from Department of Family and Protective Services Licensing that would apply to extended day services for Pre-K students, if the school district is providing the direct services and not using a vendor.  
 Response: Public ISDs may be exempt if they comply with the DFPS exemption criteria outlined in 40 Texas Administrative Code §745.119. However, Respondents are encouraged to adhere to the recommended ratio of 20 students to 2 adults to meet the NIEER quality standards.
- Question 89: What happens if we are unable to meet our projected Pre-K program enrollment? Will our funding be reduced based on the number of students reported (i.e., less than 20 students in a class)?  
 Response: Respondents will be awarded based on the projected number of classrooms. If target enrollment is not met, a budget amendment with justification may need to be submitted for approval by Pre-K 4 SA staff.
- Question 90: Can you please provide us with guidance on the program reporting requirements?  
 Response: Respondents will be notified of contract, program, and fiscal reporting requirements at the time of selection.
- Question 91: Can the grant pay for substitute teachers that will provide services to students while PPCD teachers attend professional development with their Pre-K Collaborative teachers?  
 Response: Yes, costs for substitute teachers can be included in the proposed plan.
- Question 92: If we apply for funding for 400 students. 200 of these students will participate in a full-day Pre-K program with extended day services. The teachers and Instructional Assistants for these 400+ students will receive enhanced professional development. Additionally, a parental engagement component will be provided for the families of all 400+ students. With this model, can we calculate the total funds needed to provide the services based on the

number of students who will participate in the full-day Pre-K and extended day program AND the students who will benefit from the enhanced professional development and the parental involvement?

Response: As long as students are not counted twice, the program can request funding for up to \$2,500 for all 400 students even if different projects are serving different students.

Question 93: Will the grant pay for teacher stipends when they attend Saturday trainings?

Response: Yes, professional development stipends can be included in the proposed plan.

Question 94: Will the grant pay for upgrades in technology for the 4 year old classroom?

Response: Yes, technology can be requested in the proposed plan.

Question 95: Will the grant pay for playground enhancements such as balance beams, bike helmets, creating natural environments?

Response: Yes, playground equipment can be requested in the proposed plan.

Question 96: Is the grant money dependent on the size of the center?

Response: All selected childcare centers will receive services and materials valued at \$10,000 per center in addition to a value of \$10,000 per classroom serving Pre-K four students. For example, if a childcare center has three classrooms serving Pre-K four students, the center would receive services and materials valued at \$40,000 (\$10,000 per center + \$30,000 for three classrooms). Childcare centers are only provided the \$10,000 value for classrooms serving four-year-olds.

Question 97: Is the grant money dependent on the number of 4 year olds in the class?

Response: Respondents applying in the public ISDs/charter school category or the private/parochial school category can submit proposals for up to \$2,500 per four-year-old student. For childcare centers, classes can be mixed and the services and materials provided will be worth \$10,000 for all classrooms whether they are mixed or serve only four-year-olds. However, programs with more four-year-olds will receive more points on the "Target Population" section of the evaluation criteria.

Question 98: Will the grant pay for Teaching Strategies Gold Assessments for all 4 year olds?

Response: Yes, Respondents can request Teaching Strategies Gold Assessments in their proposed plan.

Question 99: For parent engagement, will we need to report attendance for all parents or just the attendance of parents of 4 year olds?

Response: Yes, all parents in attendance should be reported and grade level should be specified by student.

Question 100: We have two sites: does each site apply individually?

Response: School sites and childcare center locations can submit under the main entity/organization/center of operations. In the proposed plan, the entity/organization can provide multiple sites/locations to include the different programs, etc. under operation of their main umbrella. Submission to this program and how and who applies would be determined by the organization and their best interest.

Question 101: Will our child care centers be required to implement the Pre K 4 SA curriculum and use the Pre K 4 SA assessments?

Response: No, Pre-K 4 SA will not replace a curriculum or require one standard curriculum for all awarded childcare centers. Each childcare center will have targeted professional development, curriculum, materials, and assessments that suit the needs of the center. Pre-K 4 SA will work with the childcare centers to develop a plan unique to the center that will enhance what is already in place at the center.

Question 102: Are training sessions always on Saturdays?

Response: Pre-K 4 SA's Saturday Academies occur on Saturdays, but additional professional development opportunities may take place during the week. Respondents may request additional trainings and coaching that fits the needs and schedule of their teachers and staff.

Question 103: Can professional development offerings be tailored to meet accreditation and licensing requirements we have currently?

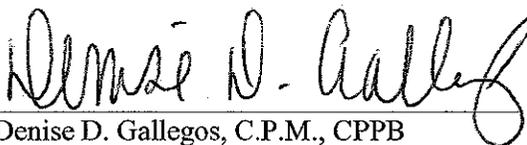
Response: Yes, a professional development plan will be created to determine the needs of the center and develop a plan that targets the accreditation and licensing requirements that are in place.

Question 104: Can applicants select from bundled offers certain specific items, such as materials only?

Response: If a Respondent requests only materials out of the bundle and the center is selected, the center may not be awarded the full \$10,000 value. In addition, professional development services from Pre-K 4 SA must be utilized if awarded the grant.

Question 105: Can extended day mean extended year i.e. summer programs?

Response: Yes, summer programs can be considered expansion projects.



Denise D. Gallegos, C.P.M., CPPB  
Procurement Administrator  
Finance Department – Purchasing Division

Date \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

\_\_\_\_\_  
Signature

