1.	**Q:** How will we determine if we have eligible school readiness sites in our counties this year?
	A: That will be based on the status of the elementary schools in your community. Those schools that both receive Title I funding and are required to submit either a priority improvement or turnaround plan to CDE will be eligible. The application will also contain a list of eligible schools.
2.	**Q:** Should the strategic and work plans all be 3-year plans?
	A: The strategic plan should cover the three year period, and the work plans should cover each of the years individually. Councils will have the opportunity to update and change work plans based on changing conditions each year.
3.	**Q**: What needs to be included in the letter of intent?
	A: The letter of intent is really just a statement of the community's intention to apply for the next round of funding. State staff uses the information to get a sense of how many applicants to expect. There will be additional details in the application, but the letter is not meant to be a complicated process; it should be submitted electronically to Joyce Johnson (Johnson_joyce@cde.state.co.us).
4.	**Q:** Related to EQ, how would a new council coordinator/member determine whether or not to apply for EQ funding if we have other mental health initiatives currently in our community?
	A: The best way to get more information on EQ is to attend the EQ administrators' training that will be held on January 18th. You should also feel free to call Jo Koehn, Senior Consultant for the EQ Initiative, (303-866-6706) if you'd like to have a private conversation or more information.
5.	**Q:** Our council may want to use the rubric to review/potentially refine our LSA. Is that appropriate?
	A: Yes, absolutely- that's part of why the rubric is being released the same day as the grant is being released.
6.	**Q:** On the LSA, do should we include success indicators only, or would it be better to include the targets we're trying to achieve as well?
	A: The target should be part included as part of the success indicator so that outside reviewers have a way to understand what you're trying to achieve.
7.	**Q:** What's the difference between the strategic plan being developed as part of the LSA process and the information you're requesting on the narrative page?
	A: The strategic plan and associated work plans are the end products of the entire Local Systems Assessment process and must be submitted on the required templates. The narrative page/summary is there for you to share the vision behind the strategic plan. Think of the narrative as your opportunity to tell the story of why you selected the goals, strategies, etc. you did.

8.	**Q:** On page 48 of the application, it states "Yearly budget plan form must be completed and submitted along with a budget narrative that explains all expenses included in budget form." Does the budget narrative only include ECC and EQ requests? Or, are you requesting budget narrative for all three – ECC, EQ & SRQIP? How about budget narrative for foundation/other sources of support?
	A: The budget narrative should include all three programs; however, the budget narrative for SRQIP must be contained on the specific SRQIP budget form while the narrative for the other two programs will go on the ECC_App 13-15 spreadsheet. You do not need to include budget narratives for other sources of support- the narrative is only required for those line items that will be funded through this funding stream.
9.	**Q:** Regarding SRQIP funds, since we have a separate budget form for itemized costs, can we include this as one line item stated as "SRQIP activities" on the CDE yearly budget form?
	A: Yes, that's acceptable.
10.	**Q:** Our Council will be applying for foundation support for the next several years. Shall we include our best estimates possible under "other council funding" revenue sources specifically for years 2 & 3?
	A: Yes, please include the budgets you anticipate requesting/receiving from foundations on the appropriate pages for years 2 & 3 of the grant cycle.
11.	**Q:** Rules governing the School Readiness Program make it clear that no early care and education provider can participate in the School Readiness Quality Improvement Program for more than 6 years. There is a site in our community that participated in the first School Readiness cycle and in the 2006-2009 funding cycle, but not in this present 2009-2012 funding cycle. Is this site able to participate in School Readiness in the 2012-2015 funding cycle?
	A: If a site has already participated in the School Readiness Quality Improvement Program for 6 years, they are no longer eligible to participate in future funding cycles of the program. The site you mentioned would not be eligible to participate in the 2012-2015 funding cycle.
12.	**Q:** Regarding the Title One indicator for the eligible schools in the School Readiness Funding, are schools that have a "Targeted Assistance Title 1A Program" eligible to be included, or are only schools that indicate School-wide Title One funding eligible?
	A: Elementary schools that have Title I status for the 2010-2011 school year of either: 1) school wide Title IA program, or 2) targeted assistance Title IA program meet SRQIP eligibility criteria.
13.	**Q:** Regarding the template to be used for the Root Cause Analysis - 5 whys process: at the November ECCLA meeting, we discussed the different templates for the five whys and were told this is an area where the template was flexible. For the purpose of this grant do we have to put it on the template included in the application only?
	A: For the _LSA documents turned in on January 13th,_ Councils had the option of using any one of the 3 template forms on the EC Council toolkit. For the _application_, the template that was contained in the application packet must be used.
14.	**Q:** For the final Grant Awards information listed on page 10 - Is the amount listed what a Council would receive over three years total? (i.e. Tier 2 is up to 100,000 would be up to 33,333 per year)
	A: The amount listed is a per year award, so councils in Tier 2 would receive up to $300,000 over the three years.
15.	**Q:** Are all councils required to have a Memorandum of Understanding (MOU) in place with their fiscal sponsor?
	A: Yes, all EC Councils using a fiscal sponsor are required to have a written MOU in place.

16.	**Q:** I'm confused by the templates, are pages 43-45 are there for descriptions only and that pages 46-48 are for inputting the actual narrative text?
	A: Yes, that's correct; the information on pages 43-45 is listed there as instructions/descriptions only. Please use the templates (pages 46-48) for inputting data...
17.	**Q:** Should I delete pages 43-45 (and pages 37-38 for EQ) when submitting the narrative portions?
	A: Only the templates themselves need to be sent in, so there's no need to send pages 43-45 or 37-38, as those pages are part of the application itself, not your responses.
18.	**Q:** On pages 37-40 the application questions are very much the same with the template asking a more abbreviated question of the narrative. My question is: do we need to complete both pages, or just the template?
	A: Only the templates themselves need to be sent in.
19.	**Q:** Can our council apply for EQ funding in only one out of the three years?
	A: Yes, any community is allowed to request for only one year, and smaller communities are encouraged to consider this option.
20.	**Q:** For the School Readiness Quality Improvement Program, if our community has a school on a priority improvement plan, would their preschool and head start programs be eligible to participate, or is it only the private preschools that feed into the school that would be eligible?
	A: Eligible schools are those required to implement a "priority improvement" or "turnaround" plan. The schools are highlighted in orange and red on the school plan type assignment list. Licensed child care providers/preschools are eligible to participate in your school readiness project; this includes: school based, center based, faith-based, Head Start, and family child care homes.
21.	**Q:** How should Councils articulate funding sources/breakdowns for different goals, strategies, and activities to show what elements are being requested from THIS funding source versus other Council funding sources?
	A: On the required budget template, which is an Excel spreadsheet, the council's entire budget should be presented, including any goods or services to be purchased to help achieve the Council's planned activities, strategies and goals. Use columns B, C, & D to indicate which items you're proposing be covered by funds coming from the Systems-building funds (column B), EQ (column C) or the SRQIP (column D). If you're receiving funds from another source that's covering a specific item, and you are NOT requesting funds from CDE/CDHS for that purpose, use columns E-J to indicate the funding source and amount from that source the council is receiving.
22.	**Q:** Can Councils get State feedback on LSA <u>revisions</u> before February 17th?
	A: Yes, EC Councils can ask for additional feedback on any revisions that are made during the open period of Feb. 6th – 17th. Please understand that staff will need some time to review and respond to revisions, so requests for feedback on revisions should not be submitted after 12pm on Feb. 16th. Any LSA-specific questions submitted after the deadline will be treated as grant application questions; i.e., the question and our response will be sent to all EC Councils.

23.	**Q:** Our council has applied for additional funds from a foundation; however, we will not know if we will receive funding until sometime in April. Since the grant application is due on March 14th should I include the funding the council may receive now, or should I leave it off at this time and let you know in April when we know for sure?
	A: Please add the budget for the funds that were requested into one of the columns on the spreadsheet designated for other council funding (columns E-J), but make a note that the request is pending.
24.	**Q:** Is there a reason the State is requesting separate work plans for SRQIP and the LSA? Could they be combined somehow?
	A: Yes, there is a reason. The Colorado Department of Human Services administers the School Readiness Quality Improvement Program (SRQIP). House Bill 05-1238 requires Early Childhood Councils seeking SRQIP funding to apply directly to CDHS in the manner specified by rule of state board of human services. SRQIP rule and regulations require school readiness plans, which include community strategies or a work plan, to be incorporated in the final contractual agreement with CDHS.
25.	**Q:** Are the "EQIT Agreement" (p.41) and/or the "EQIT Course Implementation Plan (p.42) included in the page limits for either Sections 4A or 4B?
	A: No, neither of those forms are included in the page number limits.
26.	**Q:** I have been working on the CDE grant application template (2013-2015) and had a quick question: Should I put all the root cause analysis done in the LSA from the Why's section into the grant?
	A: The information that needs to go onto the 5 Whys form should include the questions & accompanying responses that your council considered and that ultimately led to the development of strategies. If your council considered many possible explanations, you don't need to include everything you considered and ruled out, just the one chain of logic that led to the creation of your strategies. However, you do need to include one 5 Whys form for each problem statement.
27.	**Q:** As we were reviewing the grant application again today we did not find anything about letters of support or match requirements. Will these be a requirement as part of the application as they have in the past?
	A: No, we are not requiring you to provide letters of support or show a specific "match" amount. We are requiring that councils show the additional fiscal resources they're receiving on the budget templates, and are using that information to determine the types and amount of fiscal support beyond what the state can provide EC Councils are receiving.
28.	**Q:** On the Problem Statement Narrative, is the 2 page limit for all the problem statements together or is it 2 pages per problem statement?
	A: It is 2 pages for all the problem statements together.
29.	**Q:** Are EC Council yearly budgets ever released in a tier? For example, Y1$30,000, Y2$40,000, Y3$45,000, due to a work plan that builds each year?
	A: No, we're not able to award funds in that manner. Providing funding on a tiered basis would be very difficult to achieve without the ability to carry funds over from one fiscal year to the next, which Federal rules prohibit us from being able to do.

30.	Q: If we already had everything in the first grant application, can we use that one or do we need to put everything in this new template?
	A: The template has only been revised to remove the formatting restrictions that had originally been placed on it as they were causing difficulties. It's important to note that the content of the grant application itself has not changed. Therefore, if you were able to make the version with the formatting restrictions work for you, you do not need to use the revised version. If you are using the revised version, please note that the headings on the templates MUST NOT BE CHANGED.
31.	Q: Just to be clear: since the new version of the grant application is unrestricted, it is OK for us to delete instruction pages, etc. in the application document we submit and only turn in the completed templates and narrative pages? (Headings will still be left intact.) OR – do we need to keep all of 69 pages intact in what will ultimately be submitted?
	A: It is OK (and probably preferable) to delete instruction pages when you submit the application, as long as the headings are intact.