Grant Competition Q&A

General

Q: Will the grant readers be familiar with ABE, its history, its status, guidelines, policy, etc.?

A: Yes. All individuals on the review committee will have competent knowledge of adult basic education. The review committee will score the applications using a rubric. To ensure a fair and equitable review process, ODCTE ABE staff will not score applications. ODCTE ABE staff will be utilized throughout the process as a resource to provide consistency and calibrate scoring.

Q: What if your local Workforce Board does not yet have a local plan posted? Do we use their state plan?

A: All local Workforce Boards plans will be posted by January 1, 2022. In the RFP applications, Figure 3: Oklahoma Workforce Development Area will have links to the local plans. References may be made to the Oklahoma Works State Plan, as well as regional plans. Applicants who intended to serve multiple Workforce Development Areas may want to consider multiple plans.

Q: Will there be agencies that will be giving up their grant? If so, will we know what counties are available?

A: This grant is a four-year grant cycle in which providers must compete for their desired service area. A service area is defined by counties within the state’s Workforce Development Areas. Therefore, all counties are available. If more than one applicant requests funding for a particular county, the projected federal provision by county could be allocated between multiple providers.

Q: On Section 2, do we only check the counties we will be serving? Or will there be other information provided that we need to use to fill in the other 3 columns?

A: Yes. Using Table 2, you would only check the box(es) of the counties you intend to serve. Applicants may choose to serve multiple counties in multiple Workforce Development Areas.

The other information in the columns “# of Eligible Clients”, “% of Eligible Clients”, and “Available Dollars” will be added by ODCTE to the RFP applications by January 1, 2022. You will not be required to complete those columns in Table 2: Section of Service Area. The applicant is only responsible for checking the boxes within the “Workforce Development Area and Counties” columns.
Finance

Q: If carryover is limited to 25% of the following year's allocation, but allocations for years 3 and 4 are determined by many factors, will grantees know their projected allocations in early spring?

A: All allocations and MOUs cannot be completed until July 1st of each year. An estimated allocation for the next fiscal year will be provided to sites by April.

Q: Should the grant budget reflect one year or for all four years?

A: Using the “AEFLA Funds Request Proposed Budget”, the grant budget should reflect only FY 2022-2023.

Q: Will the State office still be purchasing the curriculum licenses or is this something we should budget for?

A: ODCTE will continue to purchase curriculum licenses for subrecipients. Currently, ODCTE purchases curriculum software from Aztec, Essential Education, Reading Plus, and Burlington English. If an applicant’s organization wishes to purchase curriculum beyond our current contract with these vendors, the organization should include that in their AEFLA Funds Request Proposed Budget.

Q: Will the Administration side still be limited to 5%?

A: No. It is 5% unless your organization negotiates a higher rate. In cases where five percent is too restrictive to perform administrative activities, the eligible provider may negotiate with the ODCTE an adequate level of funds to be used for non-instructional purposes. As with all Adult Education & Family Literacy expenditures, administrative costs must be allowable, necessary, and reasonable. The five percent (5%) administrative cost limit or negotiated administrative cost limit applies to federal, state, and local Adult Education & Family Literacy activities. Funds that are considered local income must follow the federal guidelines of allowable, allocable, necessary, and reasonable, but may be spent on any budgeted area, including Administrative costs.

Q: Could you provide the specifics of the funding formula?

A: ODCTE staff will determine an allocation amount for each Workforce Development Areas by using demographic data for each of Oklahoma’s 77 counties. This allocation for each ABE Workforce Development Area will include the number of eligible individuals within the counties of each Workforce Development Area. This will include population, eligible individuals 18-24 years of age that do not have a high school diploma or its recognized equivalent, and eligible individuals 25+ years of age that do not have a high school diploma or its recognized equivalent. A formula will be determined using these variables to determine an allocation amount for each Workforce Development Area.
Correctional/Institutional Education

Q: Are Corrections Grants once again available for anyone to apply for or will they only be awarded to the Corrections Facilities?

A: Any eligible organization can apply that has a correctional/institutional agency to serve.

Integrated English Literacy & Civics Education

Q: Can you explain the difference between the Adult Education & Family Literacy and IELCE in layman’s terms, as they both reference civics education?

A: Adult Education & Family Literacy (WIOA, Section 231; State 731) and Integrated English Literacy & Civics Education (WIOA, Section 243; State 732) share many of the same components. However, Integrated English Literacy & Civics Education (IELCE) has additional components that must be addressed. Below is the definition of IELCE:

IELCE provides education services to English language learners who are adults, including individuals with degrees and credentials in their native countries, that enables such adults to achieve competency in the English language and acquire the basic and more advanced skills needed to function effectively as parents, workers, and citizens in the United States. Such services must include instruction in literacy and English language acquisition and instruction on the rights and responsibilities of citizenship and civic participation.

The IELCE program must be designed to:

1. Prepare English Language Learners (ELLs) for, and place in, unsubsidized employment in in-demand industries and occupations that lead to economic self-sufficiency; and
2. Integrate with the local workforce development system and its functions to carry out the activities of the program.
3. The IELCE program must be provided in combination with IET activities.