

Questions from Potential Grant Awardees and Responses from the Connecticut State Department of Education (CSDE) for the *Planning Grants to Transform Professional Learning Systems (2015-2016 School Year) RFP: 815*

SCOPE OF WORK/EXPECTATIONS	
Questions from Potential Grant Awardees	Responses from the CSDE
When completing our budget for RFP 815, is the cost of purchasing the online Standards Assessment Inventory (SAI2) an acceptable budget item?	The CSDE has purchased a one year license for the grant districts to administer the survey to their teachers.
There is a different pricing structure for purchasing the SAI2 depending on whether a state has a minimum of 30% of its schools participating in the SAI2. Does the state of Connecticut qualify as a state with 30% participation?	The CSDE has purchased a one year license for the grant districts to administer the survey to their teachers.
If the individual district purchases the inventory, then the individual district pays \$1,000 set up plus \$35 per school. To save costs, will the CSDE be purchasing the inventory then?	Districts submitting proposals should not purchase the SAI2. The CSDE will provide the survey at no-cost to the grant districts for the 2015-16 academic year.
Is the SAI2 and CAPL coming to districts for free (i.e.: Will CSDE pay for it? (\$1000 + \$35/school for our 9 schools)?	Yes, the SAI2 and Connecticut Academy for Professional Learning will be funded by the CSDE during the 2015-16 academic year in addition to the grant award.
How do you want applicants to handle this budgetary item (SAI2), which is required by grantees?	The CSDE has purchased licenses for the grant districts to administer the survey to their teachers. Districts should not include the cost in their proposed budget.

PROPOSAL REQUIREMENTS		
Section	Questions from Potential Grant Awardees	Responses from the CSDE
I.C.	It states to attach a project plan. Is this attachment to be included as part of the proposal narrative 10 page limit?	The attachment is not included as part of the proposal narrative of a 10 page limit.
I.E.	It states to attach a resume(s). Is this attachment to be included as part of the proposal narrative 10 page limit?	The attachment is not included as part of the proposal narrative of a 10 page limit.
II.	Is food during PD sessions an allowable expense in the budget?	No, food and other catering costs are not allowable expenses within the budget.
II.	Can funds be used for external conference sessions (e.g. Learning Forward conferences)?	Yes, funds can be used to attend conferences aligned to the content of the proposal.
II.	How can the salaries be used? Is it for professional learning	The funds can be used towards a consultant to support the grant planning committee

	opportunities for staff or for a consultant to work with the planning committee?	throughout the 2015-16 year. Page 10 states how the funds may be used.
III.	Can tables in the document be single spaced?	Yes, tables in the document can be single spaced.

SELECTION CRITERIA	
Questions from Potential Awardees	Responses from the CSDE
Are districts allowed to collaborate? Is there anything prohibiting a few smaller districts working together to write and implement the grant?	No, there is nothing prohibiting districts collaborating to write and implement the grant. Only one award, not to exceed \$25,000, will be given to each selected proposal. Whether local educational agencies choose to collaborate on a proposal or submit independently, the CSDE will select proposals that meet all the requirements and selection criteria listed on pages 9-11.