Q1) We are looking at this I-BEST allocation grant and need a bit of help understanding what it funds. I understand it is meant to fund activities that increase I-BEST enrollments and FTE’s such as PD for faculty and such. I am wondering if you could elaborate a bit on what it can (and cannot) fund. For example, what types of activities would navigation and recruitment include?

A1) This allocation application is for funds to serve additional FTE in new or newly expanded I-BEST programs. Activities that could support this goal include instruction, planning time, and training for faculty. These funds can also cover navigational services, including hiring a navigator or helping to support a navigational unit or team. These navigational activities could include recruiting, financial aid guidance, and supporting students into and through I-BEST, as well as training for navigators. Funds cannot be used for direct aid to students such as tuition, books, fees, etc.

Q2) I am wondering about the faculty salary piece- is there a supplanting rule, or would it be possible to use the grant to help fund existing salaries for I-BEST expansion?

A2) Supplanting is not a factor for non-federal funds such as this I-BEST Allocation. The application requires the provider to indicate the number of additional FTES that will be served with the funds. The provider then needs to demonstrate how the funds will be used to generate the proposed number of additional FTES served.

Q3) Are FTE by course or by student?

A3) By student.

Q4) Does it matter if the FTE are annual or quarterly?

A4) Please use annual.

Q5) Does this allocation include Dev Ed students?

A5) Yes. Programs will continue to follow the guidance for I-BEST programs in the I-BEST application guidelines at https://www.sbctc.edu/colleges-staff/programs-services/i-best/applications.aspx

Q6) We understand the grant allocation date is August 31, 2020. Does it mean our college will receive the grant on August 31? So we can hire IBEST instructors with this grant if we are awarded?

A6) Programs will be notified of the results of their grant application by 08/21. SBCTC does not have a set schedule of when allocations are sent to colleges. Regardless of when the allocation goes out, your college will be able to spend the funds starting 8/31/2020.

Q7) On question 1D, can we include other data information (besides the FTE data) to demonstrate the progress, such as MSG points, SIF (student input forms), program retention rate, percentage of under-representative students from tableau? Or you only track enrollment data?

A7) Yes. This question refers to both the tracking of FTES and student progress, which can include and is not limited to MSGs, credits earned, and credentials awarded.

Q8) If we want to build in a planning year and not generate any new IBEST FTE in 2020-21, would we be able to use Leadership Block Grant Funds for curriculum development and teacher training?

A8) We do not recommend applying for these funds with a planning year. The legislature expects to see the 120 FTE target hit every year. Priority will be given to applications that can generate FTE in all three years of the allocation.

Q9) Is it allowable to have a model that doesn’t have “bucket” classes? Our English department has
SBCTC considers answers in the forthcoming Q & A document to be the only official source for answers related to this RFA.

eliminated all but one level of Developmental English and is exploring ways to eliminate that as well.

A9) Essentially what you are proposing is a “shallow” bucket. The key is that 1) access to contextualized College English is provided to basic skills and dev ed (pre-college) students, and 2) all students are taught to 101 outcomes. Please remember that all Prof-Tech and Academic I-BEST guidelines are valid as written. The guidance docs for those applications are available here: https://www.sbctc.edu/colleges-staff/programs-services/i-best/applications.aspx

Q10) What if we are unable to generate our proposed FTES? Will we need to return funding?

A10) We are expected to produce 120 I-BEST FTES per year with these funds. If one college does not meet their target then the other colleges will be left to make up the difference. Priority will be given to applications that outline a clear plan for success. Performance in this allocation cycle may impact future applications for funding.

Q11) Can the I-BEST support classes (mainly PROF-TECH IBEST) count in our total FTE calculations for the grant? IBEST Content classes @1.75FTE plus ABE Support classes @1.33 FTE? (Both x $6,250/FTE allocation?)

- We know IBEST Content courses generate 1.75 FTE
- And, (I think) ABE classes generate about 1.33 FTE.... is that right? (I've searched records and website extensively, but can't find it in writing.)
- Can we count that adjusted rate of 1.33FTE toward budget allocations for the IBEST grant?
- We wondered because we run the traditional Prof-Tech model with "PREP" (ABE) support classes on nearly all our Prof-Tech IBEST courses, and have instructional overlap in BOTH the support class and the content class. So, this makes a difference in our budget projections.

A11) No. Count only the approved college-level team-taught courses in the cert/degree program.

Q12) Also, what were the average award amounts for the last grant cycle? (We'd like to know so we can measure how our project compares to past awards, and make sure we're not over-or-under selling what might be possible. Any insight would be greatly appreciated.)

A12) Six applications were funded with ranges between 11 and 25 FTES. SBCTC reserves the right to approve an application at a lower FTE target.

Q13) I want to clarify that the proposed FTE target should reflect the “basic” FTE (1.0) rather than the enhanced FTE (1.75) that would be generated.

A13) You will use the enhanced FTE (1.75) for all of the team-taught courses in the approved pathway. You will use the "basic" FTE (1.0) for any college-level courses in the approved pathway that are not team-taught. You cannot count any non-I-BESTed quarters (quarters during which there is no team-teaching.)

Example: You have I-BESTed the first three quarters of a structured two-year degree program. You would count all the degree-required courses the students would take in the three quarters that they are in I-BEST, including both team-taught and any non-team-taught courses, using the above method. You would not count the three quarters that are not I-BESTed.

Q14) Is there any guidance on the preferable range of proposed targets or the number of providers who may be funded? How many providers were funded in 2017-2020?

A14) There are no formal parameters on target ranges/number of funded providers. The main guidance is to note that SBCTC may award you at a reduced FTES target. As a hypothetical example, you could propose 40 FTES and we could fund you for 25 FTES. This would be based on the assessment
SBCTC considers answers in the forthcoming Q & A document to be the only official source for answers related to this RFA.

of your application's demonstration that the proposed target could be met.

In 2017-2020, six providers were funded.

Q15) Is there a way to find out why our last application was denied? No feedback shows in OGMS.

A15) Written feedback was not automatically provided to all applicants, but was provided to applicants who reached out for more information. Please contact William Durden with any further questions.

Q16) Can we cover salaries for both I-BEST and content instructors?

A16) Funds can be used to fund either or both instructors.

Q17) Is there an average amount of the allocations? We requested $375,000 last time. I don’t know if that that is reasonable to request again.

A17) Please see answer # A12

Q18) If we request 20 FTE, that is 20 FTE annually. So, the request would be 20 FTE x $6250 x 3 years = $375,000.

A18) Yes. To rephrase your question and detail out the specifics, in this scenario you are requesting funds to serve 60 FTES over three years. You are breaking that down into 20 FTE annually. And your math is accurate. You are requesting $375,000 to serve 60 over three years at $6250 per FTE; 20 FTES/$125,000 per year.

Q19) Should the budget and budget narrative we submit in OGMS be a one-year budget to match the annual allocation?

o Or should our budget reflect all three years of the project with the assumption of three years of allocation?

A19) Yes.

o Provide a one-year budget

Q20) Budget Narrative question 2E asks for how funds will be used for contracts. Could you please help us understand the "contracts" here? What is the difference between contract from good and services on 2b? Is faculty contract included here?

A20) Contracts are contracted services between your college and an outside entity that are specialized in nature and customized to your needs. This might be an outside contractor that your organization needs to contract with to advise you on your specific curriculum, a guest speaker to speak to your faculty or students on a very specific topic, etc. Goods are supplies, books, educational materials.

Services are things of a routine nature that are not customized for your particular situation. They would include things like a routine training that is not customized for your situation, such as safety training. Interagency agreements, defined as contracts between two public entities such as your college and another public college or a K-12 district are considered services regardless of how customized the services might be.

Contracts with your faculty, as long as they are considered to be employees of your college, should be budgeted under salaries and benefits.

Please work closely with your colleges grants and/or business office on developing your budget for this application. Staff in those offices can help you determine where how your college will classify each type of expense and can help you determine where to put each in your budget and budget narrative.