SBCTC considers answers in the forthcoming Questions and Answers (Q&A) document to be the only official source for answers related to this funding source. This Q&A will be updated as questions are answered while the 2020-21 grant application window is open through April 9.

Q13) The HEET signature page requests college, employer, and labor signature. Can we secure the signatures of employer partners for through their Letters of Support, and then write, “See letter(s) of support” on the employer signature line?

A13) No. The guidelines and evaluation criteria explain that signatures cannot be substituted with letters of support. See page 6, #5 under application components. “5. Letter(s) of support from labor and/or industry partners (this does not take the place of the required partner signatures). Upload letters as attachments in OGMS.”

That said, colleges were provided flexibility about partner signatures due to COVID-19. From SBCTC’s emails to colleges in March: “If COVID19 impacts your partners’ abilities to engage with you on final details of proposal:

Signature Page:
• Signed but can’t scan – take photo & upload w/ grant app
• Can’t get ink signatures – use e-signatures using verify widget of your choice
• Can’t get signatures – upload a document briefly stating situation re: COVID and conditioned on signatures.”

Q12) I’m working on a consortium grant that has already been funded for 2 years. If my college wanted to continue with the project next year, but the rest of the consortium didn’t continue, would my college be able to apply for a new HEET grant?

A12) A model developed by one college or consortium should be designed in such a way that it can be adopted by other colleges without the need for more HEET funding. Any project that proposes to continue needs to meet a number of expectations outlined in the guidelines, be making strong progress toward goals, demonstrate a high likelihood for success, and show evidence of strong partner engagement.

Q11) I heard that three years is the maximum allowance for a continuation grant. Is that true?

A11) No. There isn’t a specific limit on the number of “rounds” or continuations with HEET funding. Importantly, the goal of HEET is for projects to become self-sustaining or to take care of an emergent need that may, by its nature, be limited in duration. HEET is not intended to be ongoing funding.

Q10) Will we need to make a choice between two projects and submit either a new proposal with a planning phase or a continuation proposal?

A10) Yes. Per page 5 of the HEET guidelines, colleges may submit one proposal.

Q9) Alternatively, could we submit the project as a new grant that includes the planning phase for another allied health program area of interest to our stakeholders while also including that same new grant category proposal a request for funding to support the needs of worker students completing the full program requirements begun through HEET funding in 19/20.
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Q9) No. The intent and design of the program delineates between new and continuing projects; in both cases, the expectation is that projects become self-sustaining over time. A new project that proposes to also continue activities funded under a past continuation grant (HEET 11 & 12) would not conform to the intent and design of the program.

Q8) Can a planning phase for a future new allied health program area be included as an activity included within a 20/21 continuing grant proposal?

A8) No. Per page 5 of the HEET guidelines, a continuation proposal must demonstrate an evolution of the project, and clear need for continued HEET funding support. By evolution of the project, the intent is there is a need directly related to the need/intent of the original project that has surfaced and needs to be addressed in order to meet the objectives of the original project.

Q7) I am working on scheduling executive sign offs for our HEET grant proposal. We have been informed that the hospital staff (one of whom arranges review and sign of by EH Human Resources VP) are heavily involved on a daily basis with COVID 19 response leadership and planning. I want to be sensitive to the extraordinary stresses on the hospital staff at this time. Before I reach out to my contact about this specific matter, I want to check with you about whether there are any further discussions regarding allowances for more time for sign off by partner executives. I realize the due date was already postponed by a couple weeks. As you can imagine, our hospital partner has been particularly impacted.

A7) Given the extreme nature of the COVID19 crisis, SBCTC understands it may be difficult to complete, in detail, some elements of the HEET application and/or obtain partner (hospital and/or labor) signatures in a timely manner. SBCTC provides the following flexibility for applications that are submitted by the deadline. Please prioritize meeting the grant application extended deadline of April 23, 2020 at 11:55pm. Applications will not be accepted after this time. This is to ensure that all applications are included in the review.

Q6) Considering that this is a competitive grant, which type of HEET proposal is more advantageous: A new project or a continuation project?

A6) The best way for you to determine which type of HEET proposal is best, from a competitive perspective, is to use the guidelines and evaluation rubric to assess the relative strength of the options you’re considering. Assuming there are more highly qualified proposals than funding available, the review committee will use Part 3 “Prioritization Elements” of the Evaluation Rubric to prioritize proposals. All else being equal, continuation projects are prioritized in Part 3 criteria. That said, Part 3 assigns points for a number of other elements in such a way that a highly qualified new project that has a high degree of leveraged resources, private investment, student enrollments, and/or serves a rural area could be awarded a higher score than a continuation project that doesn’t have the same degree of prioritized elements.

Q5) Can indirect costs be included in HEET grant budgets?

A5) No. HEET is state funded, and state funds do not allow indirect.

Q4) Can the HEET grant be used for Pharmacy Technician programs?
A4) The answer depends on the occupations being trained for the hospital employer. For example, if a hospital needed to upskill a group of incumbent workers to fill pharmacy tech positions, this would be an appropriate match for a HEET grant, assuming all other grant requirements are met.

As a reminder, HEET grants are for partnerships between community and technical colleges, hospitals (including hospital outpatient departments/clinics) and a labor management partner. Please review the sections “Who May Apply” and “Required Partners” in the Application Guidelines for complete information.

Q3) Are there any historic resources available related to HEET grants?

A3) Yes, a few:

1. June 2018 Report: The HEET is on! Reflections on 10 years of learning – Hospital Employee Education and Training

   This report recapping the first 10 years of HEET will be posted to SBCTC’s website the week of March 9, 2020. Please check under “Grant Resources and Guidelines” at: https://www.sbctc.edu/colleges-staff/grants/hospital-employee-education-training.aspx

2. HEET grant bi-annual reports to SBCTC from past grantees are available by request. Please contact Carolyn McKinnon: cmckinnon@sbctc.edu.

3. December 2010 Report to the Legislature: https://app.leg.wa.gov/ReportsToTheLegislature/Home/GetPDF?fileName=HEET%20Rep%20to%20Leg%20Dec%20%202010_fee0caef-2074-41ec-a09d-7cc9e059a4cf.pdf

Q2) Which colleges currently have HEET grants?

A2) A list of 2019-20 (FY20) HEET grantees and project names are online at: https://www.sbctc.edu/colleges-staff/grants/hospital-employee-education-training.aspx. Scroll to the bottom of the page to “Grant Resources and Guidelines” to find the link to the list of current projects.

Q1) I need to upload an updated version of a document to my grant application in OGMS. How can I delete the old, no longer relevant version of my attachment?

A1) You cannot delete attachments from OGMS. Simply upload your updated document and indicate that the file is new by including “updated” or “revised” in the filename.