2021-2022
Kansas Preschool Pilot Grant
Request for Proposals
Questions and Answers
Updated February 5, 2021
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1. We provide early childhood special education using an Early Childhood Itinerant Service Model. We do not include the cost of providing special education services in our district preschool budget. Should we complete the FTE Calculator tab?

Districts providing early childhood special education using an Early Childhood Itinerant Service Model are not required to complete the Early Childhood FTE Calculator tab. If the cost of providing special education services are not included in the district budget. The Kansas Preschool Pilot Grant Application Budget Forms are intended to provide the grant review team a complete picture of the revenue and expenditures supporting applicants' preschool programming. This applicant may choose whether or not they would like to include the costs of itinerant staff (and accompanying FTE claimed for categorical aid revenue). However, a school district's budget should include all costs related to providing preschool to all preschool students (including preschool students with IEPs) enrolled in the district. That means that the general education preschool classroom costs of this applicants' preschool students with IEPs should be included in the Partner Entity Budget tab.

The FTE Calculator is for districts using the Early Childhood Special Education Service Model. Please refer to the FY2021 Special Education Reimbursement Guide, available on the KSDE Categorical Aid webpage, for additional information regarding Early Childhood Service Delivery Models for Special Education.

Note: Those interested in discussing strategies to deliver preschool services in the least restrictive environment can contact KSDE Early Childhood Special Education Consultant/Section 619 Coordinator Julie Rand, jr@ksde.org.

2. Using other grant funding, we provide grants to support private child care providers who serve students who are not enrolled as students in the district. Should we include those costs in our budget?

No, this applicant is not required to include costs for non-preschool services in the Kansas Preschool Pilot Grant Application Budget Forms. These forms are intended to provide the grant review team a complete picture of the revenue and expenditures supporting applicants' preschool programming.

3. In the 2020-2021 KPP there was a $2500 per student limit. Will there be the same limit for the upcoming school year?

No. There is not a $2500 per student limit for the 2021-2022 school year. Programs will need to justify their requested funding in the Budget Template.
4. Our program received funding from the Kansas Preschool Pilot in the past. Does this mean we will be funded in 2021-2022?
No, the application for 2021-2022 funding is a competitive grant application. Kansas Preschool Pilot grant funds should build on existing sources of state and federal funding, such as state school finance formula funds and special education funds. The Kansas Preschool Pilot grant application and award process will look quite different for 2021-2022. Rather than funding most applicants at a percentage of their initial funding request, a more competitive process will award funding based on the need and merit demonstrated in the program application.

5. Can the KPP Grant be used to provide a full day preschool program?
Yes.

6. Can KSDE fix the formula in the “Total Proposed Grant Budget” tab of the Kansas Preschool Pilot Budget Template? The original version links to the total budget from all sources.
Thank you, yes! KSDE uploaded a new budget template that fixes this formula on January 13.

7. I missed the Live Technical Assistance Webinar on how to use the Kansas CommonApp. Where can I access that training?
This training can be accessed here: https://vimeo.com/498487743

8. Does this year’s grant require programs who are counting students from their Preschool-Aged At-Risk Program on their KPP roster to provide them with a full day of services and if so, do they have to meet the same number of hours as their kindergarten classrooms as was required in the 2020-2021 KPP?
Those details are not called out in this year’s requirements. However, as noted in question 4, the grant is going to be more competitive this year. A program following those perimeters would result in a higher rating than a program who didn’t.
9. I attended the webinar on the Common App Program for grants where there was mention of obtaining a DUNS Number. I did not see mention of a DUNS number when completing the PAT and KPP grants. Also, where do I apply for a DUNS number and when will I use it?

The KPAT and KPP grants will not require you to have a DUNS number. If you’d like to know more information about DUNS numbers, please visit: https://www.grants.gov/applicants/organization-registration/step-1-obtain-duns-number.html

10. Our district partners with another entity to deliver preschool services. How should we account for that in our Kansas Preschool Pilot Budget?

Your district should include all students enrolled in your district (regardless of whether they are served by the district or by a partner) when completing the Preschool Revenue Calculator. You should include contractual expenses as line-items in the “Contractual” section. If the partner is also applying for Kansas Preschool Pilot grant funds, the partner should include a column to account for this revenue. The district and partner should collaborate to ensure that the projected revenue and expenditure amounts associated with the contract match between grants.

11. Are the questions on the KPP Application that refer to the number of students we plan to serve an approximate number for next school year or our current number we have this school year?

These questions refer to an approximate number for the next school year.

12. This year for our district to use both KPP and 4-year-old at risk funding on the same student, they attend all day pre-k (6.5 hours I believe).

Those details are not explicitly detailed in this year's requirements. However, the grant is going to be more competitive this year and a program following those perimeters would result in a higher rating than a program who didn't.

The application for 2021-2022 funding is a competitive grant application. Kansas Preschool Pilot grant funds should build on existing sources of state and federal funding, such as state school finance formula funds and special education funds. The Kansas Preschool Pilot grant application and award process will look quite different for 2021-2022. Rather than funding most applicants at a percentage of their initial funding request, a more competitive process will award funding based on the need and merit demonstrated in the program application.
13. For Row 6 on the Preschool Revenue Calculator tab, which students should I include in my count? Should that revenue correspond to Column J on the Partner Entity Budget tab(s)?

These are referring to the revenue generated by the at-risk weighting in the school finance formula. For Row 6 on the Preschool Revenue Calculator, you should fill in the headcount of your 4-year-old Preschool-Aged At-Risk students who also qualify for free lunch plus the number of your preschool-aged students with disabilities who also qualify for free lunch.

When budgeting Column J on the Partner Entity Budget tab(s), we recommend you review the At-Risk Pupil Assistance Program Guidelines (PDF) and the KSDE approved list of Evidence-Based practices and programs (PDF) posted on the KSDE Evidence-Based Best Practices for At-Risk Programs and Instructions webpage.

14. How does the revenues generated in Rows 5 and 6 of the Preschool Revenue Calculator tab correspond to Columns H and I in the Partner Entity Budget tab(s)?

While districts are not statutorily required to spend the revenue generated by enrolled preschool students on preschool programming, the Kansas Preschool Pilot grant opportunity is designed to supplement existing sources of state funding. The purpose of the Preschool Revenue Calculator is to help districts estimate preschool funding received. Districts are not statutorily limited to spending this amount of funding on preschool, nor are they statutorily required to spend all state aid generated by preschool students on preschool programming. Columns H and I of the Partner Entity Budget tab(s) should reflect district investments in the preschool programming. The review team will compare the amount of estimated revenue from existing sources that will be received to the amount of district investments made to determine whether the Kansas Preschool Pilot grant will supplement existing sources of state funds.

15. In the Program Details section of the KPP Application applicants are asked to provide the number of 3 and 4-year-old students the program plans to serve. Does this mean all students we plan to serve, or only those that will be on the KPP Roster?

This should only include the students on your KPP Roster. This will include both those students that meet one of the KPP At Risk Criteria as well as the allowed 50% or fewer students that do not meet any at-risk criteria.
16. How much of the grant itself could be brought over from the last grant we wrote? Is that a possibility or do we need to rewrite the entire proposal?
If your program will look the same, you would carry over all of the information that remains the same. It is important to note that, in the past, this grant was not very competitive and all programs that applied usually awarded at least part of their request. That is not true for this year’s Kansas Preschool Pilot Grant. In an effort to fully fund program requests, this year’s grant will be competitive and fewer programs will be funded so you will want to be sure to submit a quality application.

17. Are school districts eligible for the Early childhood Block grant (ECBG)? Do we need to apply for this grant as well?
The Early Childhood Block Grant (ECBG) is a funding opportunity from the Kansas Children's Cabinet and Trust Fund. School districts are eligible to apply for this grant as well. To apply for this funding opportunity, submit an application in the Kansas CommonApp. An advantage to both the KPP and ECBG being housed in the same platform is that programs can copy and paste answers between the two grants.

There is a webinar available describing the CommonApp and how to apply for both funding opportunities here: [https://vimeo.com/498487743](https://vimeo.com/498487743)

18. We are also applying for the Early Childhood Block Grant, but don’t yet know what our grant award amount will be. What should we include in our Kansas Preschool Pilot budget?
The Kansas Preschool Pilot Grant Application Budget Forms are intended to provide the grant review team a complete picture of the revenue and expenditures supporting applicants' preschool programming. Applicants should include the amount requested from each grant for the upcoming school year so that the teams reviewing both the Early Childhood Block Grant and the Kansas Preschool Pilot can understand how applicants propose funding programming. The applications and budget templates are intentionally aligned to support applicants in submitting their proposed budgets.

19. The grant application refers to our “project” in several places. Do we need to be doing a special project in connection with the KPP?
The term “project” is a general term in the Kansas CommonApp. In the case of the KPP, this means your preschool program. The purpose of KPP funding is to provide preschool services and you do not need to create a special project within your preschool program unless that is your plan for the KPP Funds.
20. If we receive funding from KPP, do we have to serve 3-year-old students? No. KPP funding can serve 3-year-old students, but programs are not required to do so.

21. We have multiple school districts in our Kansas Preschool Pilot grant proposal. Do they each need to fill out a Partner Entity Budget and Preschool Revenue Calculator? Yes. A school district’s budget should include all costs related to providing preschool to all preschool students enrolled in the district. This is intended to provide the grant review team a complete picture of the revenue and expenditures supporting applicants’ preschool programming.

If you are applying for multiple school district partner entities to receive funding, you have two options to add the additional Preschool revenue Calculators (one per district).

Create additional Preschool Revenue Calculator tabs by right-clicking on the “Preschool Revenue Calculator” tab and selecting “Move or Copy.”

Email Amanda Petersen (apetersen@ksde.org) prior to 5:00 p.m. Monday, February 8, requesting a spreadsheet with the correct number of Preschool Revenue Calculators linked to the corresponding budgets.

22. On the FTE Calculator it asks for ID#. What is that? The ID# is the teacher license number – we are using the Early Childhood FTE Calculator developed by the fiscal auditing team, available on their webpage, so it was designed to include license numbers to expedite the auditing process.

23. What does it mean by primary strategies in the Project Abstract section? Does this mean what teaching strategies we use within our preschool classrooms? This is asking what strategies will your district use to create a successful preschool program. This could be around teaching strategies, professional development, family and community engagement, curriculum alignment, kindergarten transitions, or any other strategies you plan to use to create a successful program.
24. The Project Abstract asks grantees to describe anticipated outcomes. What does this mean?
Anticipated outcomes would be any goals or results you hope to have as a result of a successful preschool program. If the strategies you use from question 23 above are successful, what do you hope will happen?

25. Do Cooperatives and Interlocals need to include 501c3 Verification, Form 990, or W9’s?
No.

26. The Application Timeline states written questions from applicants are due by February 2, 2021. What are the written questions? Is that what we are submitting on the common app?
The written questions this is referring to are any questions you may have about completing the Kansas Preschool Pilot Application or Program. The actual Application programs will submit in the CommonApp are not due until February 9th.

These questions can be submitted to Natalie McClane at nmcclane@ksde.org.

27. Will electronic signatures be accepted?
No. KSDE is not able to accept electronic signatures at this time. However, keep in mind that documents don't have to be signed on the same piece of paper.

28. Do I need to include all costs that we have for preschool expenses (contractual, building maintenance, utilities/water), not just the amount we are requesting for the grant.
Yes, you should include all preschool expenses. You'll show the amount requested in the grant in the “Requested Kansas Preschool Pilot Cost” column of the partner entity budget and the “Total Proposed Grant Budget” tab.

When it comes to utilities and maintenance, different districts vary on whether facilities expenses are charged to a PreK program or not. Our goal is to get a complete picture of your overall budget – if that includes maintenance and utilities, go ahead and include them.
29. I have 4 preschool teachers and 12 support staff for our preschool classrooms. Can I group them together or do they need to be listed individually on the partner entity budget?

If your staff are all being funded the same amount with the same percentage from each of the funding sources you could group them together. If they are being funded differently, you would need to list them separately.

30. Under the Measures of Success, where does the success marker "from a pre-populated list that aligns with project goals" come from?

These markers are based on Preschool Development Grant Birth through Five-Renewal (PDG-R) and All in for Kansas Kids Strategic Plan evaluation efforts.

31. Are costs related to providing student transportation an allowable expense? How should we account for those costs?

Transportation is an allowable Kansas Preschool Pilot expense. We will be updating the application materials to clarify that subfunction 2700 – Student Transportation Services is an allowable expense. You should use object code 2720 for any transportation-related costs that fall under the 2700 Object Code when completing the “Partner Entity Budget” tab of the grant budget template.

Recall that students who are counted in your district's enrollment for the purposes of the school finance formula also trigger any accompanying weightings, including the transportation weighting. You should consult with your district's transportation coordinator to ensure that preschool students included in the school finance formula (4-year-old Preschool-Aged At-Risk students and preschool-aged students with disabilities) are generating accompanying weightings, if applicable. This may include the regular route transportation weighting and special education transportation reimbursement. Note that if preschool-aged students with disabilities are being transported on a special education route and claimed for special education reimbursement, they will not generate the regular route transportation weighting. You should insert an additional column to the “Partner Entity Budget” tab of the grant budget template to show the revenue generated by these weightings.

32. Are we to report the total projected expenses for all ECC or just what we are requesting from KPP?

On the preschool revenue calculator, we are looking for all costs related to providing preschool to all preschool students enrolled in the district.
This should include costs associated with any students served by partners (interlocals, special education cooperatives, nonprofit agencies, etc.). These costs can be included in the "contractual" category. The corresponding justification should include which entity is claiming categorical aid (if applicable).

This is intended to provide the grant review team a complete picture of the revenue and expenditures supporting applicants' preschool programming.

On the Partner Entity 1 Budget Tab, we are looking for what you are requesting from the KPP.

33. While we have some involvement of community organizations in our program, they do not play a "key role" in implementing the project nor does it involve any financial support either from us or for us. Should these organizations still be included?

You could include partners that help your program. For Example, these could include partnerships with health or mental health providers that help with screenings or trainings, local libraries or businesses that may provide resources for the children and families, or local daycare providers that you may share training with.

The partnership doesn't have to include an exchange of money, it just needs to make your program better.

If there is no exchange of money, you would not have that partner fill out a budget in the budget template. Or, if it's a one-time payment, you could include that in your budget under contractual.

34. On the budget page for the KPP, who do we list for the "lead applicant"? Is this a person or the program name?

You will list the program name under lead applicant.

35. Can multiple users create Common App accounts so that they can see what the application?

Yes. Please ensure that only one user submits the application.

36. IMPORTANT UPDATE: Budget Template

The Kansas CommonApp will not accept an upload of the original xslm file type. Please save as a pdf for upload. Programs must also email their Completed KPP Budget Template in its original xslm format to earlylearning@ksde.org.