

Micro Grant FAQ

Below are frequently asked questions regarding micro grants. If you are unable to find the answer to your question below, please email AdultEd@dwd.in.gov or the appropriate contact on the Contact Us Tab.

1. Are regions allowed to use multiple micro grants for the same certification if the grants are awarded to different training providers?

No. Only one micro grant of up to \$12,000.00 may be awarded per certification. Note that this micro grant may be allocated to several providers.

2. Is it permissible to use micro grants for tuition costs?

No. WIA vouchers should cover tuition costs.

3. May the \$2500.00 teacher stipend be exceeded?

No. However, the same instructor may be paid for curriculum development. If a program foresees the potential to exceed the stipend, the reason would have to be justified in the application.

4. May the \$1000.00 curriculum development stipend be exceeded?

No. This stipend is per individual who develops curriculum. The same person can both develop curriculum and be the instructor. If a program foresees the potential to exceed the stipend, the reason would have to be justified in the application.

5. Are salaries for instructors at various providers/locations eligible for the micro grant or does the grant only apply to one instructor?

The micro grant can fund multiple instructors regardless of the location. The designated grantee is responsible for distribution of funds to each instructor.

6. If the micro grant is being used to pay some of the cost for a specific program but not all of the cost, should the additional cost be explained on the micro grant?

No. Only proposed micro grant expenses should be included on the application.

7. Will micro grants be available after this program year?

Currently, micro grants are available through June 30, 2012. Programs should consider this when setting the tuition for the specific program.

8. How long will the reimbursement process take once the form is submitted?

Typically the process has a two week turn around. However the state does reserve the right to wait 35 days for reimbursement. Accurate and timely submission of reimbursement forms will expedite the process.

9. Are signatures required on the micro grant proposal?

No, signatures are only required if a micro grant is approved. A separate package will be sent for that process.

10. Is there a certain consortium member who must approve the application?

Any member of the consortium may indicate approval on the cover page of the application. DWD recommends that the AE Coordinator be listed on the cover page.

11. Do micro grants have to be expended by the fall program year start date or may the grants be used at a later time during the program year?

No. The deadline for expending micro grant funds is the end of the program year (June 30, 2012). The grant start date should accurately reflect when the grant will be used.

12. Are Regional Operators eligible to apply for the micro grant?

A regional operator (RO) may only apply for the micro grant if the RO will be the one providing the certification. Only entities providing the program are eligible to apply.

13. Are supplies purchased before the grant start date eligible for reimbursement?

No.

14. Does a provider who discontinues training need to return equipment purchased using micro grant funds?

Yes. Equipment purchased with a micro grant is property of the state and must be returned if the provider ends a pathway program.