

GRANT CONTINUATION QUESTIONS & ANSWERS

	Question	Answer
1	This is my first year in the director's role, and I just want to make sure that I understand the continuation grant. I know that the application period opens soon. Is this something that adult education every program in the state needs to complete? Or, since we are a subrecipient of Monroe County's grant, will they complete it for all of us? Any guidance would be greatly appreciated.	If you are a subcontractor (recipient) you do not need to submit a grant continuation application. Fiscal agents are responsible for submitting grant documentation and are the subrecipient of all funds.
2	If we have an IET in the jail, do we count those numbers in corrections, or in the IET column? Or do we duplicate the count and put them in both?	The individual line items may be duplicated. The total number of students should remove any duplication.
3	Formatting – Page numbering is mentioned. Margins, font size, spacing, etc are not. Can DWD provide guidance?	Margins should be standard (1"), font size 11pt., single spaced.
4	Funding type – We are using some grant funding to cover the salary and benefits for IET teachers. Should we request only IET funds, only ABE funds or a hybrid?	IET/WEI activities may be funded through IET or ABE funds. IET/WEI funds may only be used for IET/WEI activities. Twenty-five percent of state funding MUST be used for IET/WEI activities.
5	We are unsure how to answer this question: Does the applicant leverage funding outside of DWD state or WIOA federal funding that is not included in the maintenance of effort? -We have had some students and employers self-pay for training if they are not eligible for funding from WorkOne with WIOAA or Quest Funds. We do give them a scholarship if they enroll as an adult ed student.	This question is to better understand if there is funding outside of DWD awarded state or federal grant dollars to support adult education activities and quantify this support. Maintenance of Effort (MOE) should not be included in this amount, as this is part of the funding

		match to secure state and federal funding.
6	Would you please explain the difference between subcontractors, partners, and AE locations? We have several class locations, some of which are with community partners and others which are simply extensions of our main campus. I'm not sure which tab to put each one on.	Subcontractors must be identified during the open grant competition and are not able to be added in grant continuations. A partner could be included on both tabs (partner and AE location) if appropriate.
7	I do not see any file sent that is the itemized budget, line by line cost breakdown like last year. Is that correct? No, itemized budget file sent, yet? Or is it sent later and due later after the grant is turned in?	An itemized budget will be requested when allocations are provided in mid-May. It is not required as part of the initial grant continuation application.