

- **On page three, the RFP stipulates that “one electronic PDF file should be sent electronically to \_\_\_\_\_.” – please advise to whom the application should be sent. Will that be you?**

*Electronic files can be sent to David Cannon at:*

*dcannon@regents.state.oh.us*

- **What is the definition of Early College High School? Specifically, do the criteria under which the original ECHS schools/programs were established also apply for the purposes of this RFP and its eligible applicants,? (e.g., first generation college goers, etc.)?**

*The legislation did not define what an Early College High School is. The RFP outlines the requirements to be considered for funding:*

- *Early college high schools are created and sustained by a local education agency, a higher education institution, and the community, all of whom are jointly accountable for student success.*
  - *A formal written agreement provides for full access to college courses, facilities, and support services.*
  - *Representatives from all partner organizations meet regularly to review student success data, provide guidance, and make key decisions regarding planning, implementation, and sustaining the early college school.*
  - *Faculty, staff, and community partners develop deep collaborations and participate, according to their role, in data-driven activities that advance instructional practice, curriculum development, staff development and student support in order to build and sustain a college-going culture.*
- *Early college high schools and their higher education partners and community jointly develop an integrated academic program so all students earn up to two years of transferrable college credit leading to college completion.*
  - *Secondary and higher education partners have aligned high school and college requirements and curricula, and they co-develop an academic plan that incorporates opportunities for dual credit.*
  - *The academic plan ensures that students strive to complete up to two years of college academic credit.*
  - *Strategies and structures are in place that provide students with the opportunity to complete two or four-year degrees, (e.g., a graduation plan, transfer or articulation agreements).*
- **What documentation will be expected for substantiating the size of the student body (RFP stipulation of budget allowances – page two: \$2,000 per student)?**

*We would expect a transcript for each student included in the number of eligible students.*

- **Is there a specific academic year for which the student body will be determined (e.g., AY 2012-2013) or is it based on current and/or projected enrollment?**

*The RFP allows for any student enrolled in in an Early College High School from January 2014 up to June 14 to be considered for FY14. For FY15, the RFP allows for students who enrolled in an Early College High School beginning July 2014 through June 2015.*

- **Are eligible applicants limited to existing (versus planned) Early College High Schools?**

*The legislation did not limit the grant to existing Early College High Schools. Any Early College High School that meets the requirements during the specific fiscal year of the grant award would be eligible.*

- **To be eligible, does the ECHS need to be a separate, independent school or does a consortial program also qualify, so long as the ECHS has an IRN?**

*The RFP requires an eligible Early College High School to have an IRN issued by the Department of Education and meet all the eligibility requirements. It is expected that an Early College High School would have a separate IRN issued by the Department of Education.*

- **Is this a competitive process based on a scoring rubric or an allocated selection process based on the number of applicants?**

*All Early College High Schools that meet the eligibility requirements will receive grant funding. The amount of the grant award is limited to \$2,00 per student or if the amount appropriated is inadequate to provide full grant awards to all eligible institutions, the Chancellor may decrease the per student grant amount.*

- **How does the Early College RFP align with the Chancellor's pending recommendations regarding College Credit Plus?**

*College Credit Plus and Early College High Schools are two separate programs. Schools that participate in College Credit Plus (or PSEO or have dual enrollment agreements) do not automatically qualify as Early College High Schools. However, Early College High Schools and higher education partners should have developed a plan that incorporates dual credit.*

- **What expenditures qualify as eligible expenses under this RFP (conversely, what are ineligible expenditures)?**

*The Eligible Expense reference in the RFP limits the use of funds for the Board of Regents to grants for each student enrolled in an Early College High School.*

- **Are applicants expected to include a projected budget for the project period (June, 2014 – June 2015) based on existing and expected student body numbers?**

***CORRECTED** - Section VIII – How to Submit a Proposal – the RFP does require a budget to be submitted in the proposal. I did not recall or notice this section in previous response. A budget is expected to be submitted. The budget should include total budget for the Early College High School, including all budgeted revenues and expenditures. It would be beneficial to see a separate budget for the use of College Readiness and Access grant funds.*

- **Are there any guidelines or more information outlining what is eligible or ineligible with regards to a budget as it is associated with the RFP or grant requirements?**

*There are no additional guidelines that relate to any budget information associated with the grant requirements.*

- **Are there any specific format requirements for the RFP proposal other than what is provided in the RFP?**

*No – we have no other format requirements for submission of a proposal.*

- **Is a transcript of each student required as part of the proposal in response to the RFP?**

*No – we do not need a transcript for students with the submission of a proposal for the RFP. We would need a transcript for each student for any Early College High School selected that meets the requirements as a condition of distributing funds.*

- **Is an IRN required to be submitted as part of the proposal in response to the RFP?**

*No – it is not necessary to have an existing IRN for the submission of a proposal. We would expect the institution to have the IRN for the academic year in which they would expect to receive funds. Since funds can be distributed differently in FY15 than FY14, we would expect there could be new Early College High Schools eligible to receive the grant in FY15, however they would need an IRN prior to receiving funding.*

- **Does a proposal for an Early College High School have to have community partners or just a higher education partner?**

*The RFP requires Early College High Schools to have higher education and community partners. Section II. Eligibility – addresses the requirements of community partnerships.*

- **If a local high school district agrees to participate, do they lose the ADM funding for each student who enrolls in the ECHS?**

*The legislation requires the funding to be distributed to institutions of higher education supporting an Early College High School. In discussions with ODE, we have been informed that there will be no impact on ADM funding for any funds distributed to a higher education institution.*

- **Is this grant for those ECHSs that are already established? For a new ECHS initiative, it will take seed money to start and could take months to pre-plan and implement. It looks as if this is only for those already with ECHSs that have students enrolled.**

*The legislation does not require the funds be used only for established Early College High Schools. The RFP allows for any Early College High School that meets the eligibility requirements and has an IRN issued by Department of Education. Further, the RFP allows for funding to be distributed differently in FY15 than FY14, which would allow for changes in the number of Early College High Schools receiving funding. The grant should not be considered seed money for new Early College High Schools. The grant is for students enrolled during the fiscal year and not for any potential student a new Early College High School may expect to enroll.*

- **With \$1,200,000 million anticipated at \$2,000 per pupil. That only equates to 600 students receiving funds. Those numbers appear to capture the number of students in current ECHS programming. Again, it seems that this number reflects current numbers already enrolled in ECHSs. Is this only for students who started at an ECHS in January 2014 and not all students enrolled in the current ECHS. Please clarify.**

*The RFP allows for Early College High Schools that meet the eligibility requirements to be funded in FY14, FY15 or both. The legislation provides that the award amount of \$2,000 per student is maximum that can be awarded for the grant. If the Chancellor determines that the amounts appropriated are inadequate to provide full grant awards to all eligible institutions, the Chancellor may decrease the per student grant amount.*

*For FY14 funding, students enrolled beginning January 2014, up to the end of the fiscal year would be eligible for funding. For FY15, the RFP states that the grant amounts will be recalculated and awarded for students enrolled in Early College High School programs beginning July 2014 through June 2015.*

- **Will the July 2014 through July 2015 grant funds be available for any new ECHS that starts planning this year and implements during that June 2014-July 2015 timeframe?**

*If an institution meets all the requirements for the June 2014 – July 2015 timeframe, it will be included for grant funds for the FY15 funding.*

- **The Lorain County Early College High School is a partnership model between LCCC, Lorain City Schools and Elyria City Schools. To date we have purposefully functioned this way and it has worked for us. It keeps the ties and supports among the partners very strong. And for this reason we have not activated the IRN number that we applied for several years ago (000529).**

**Our question is, can we use LCCC's (or Lorain and Elyria schools) IRN number(s) for the grant application? We certainly function as an Early College HS and our shared students are achieving great and hard—earned success. Quite frankly, our continued success depends on this grant as each year we struggle to meet ends financially.**

*We would require the use of the Early College High School IRN. The RFP requires Early College High Schools to have an IRN issued by the Department of Education to be eligible for the grant. According to ODE, once they issue an IRN it is usable in their system. The fact that an institution does not report, or receive funds from ODE to a particular IRN is not relevant for the grant award. ODE states that if they open an IRN it is useable and therefore a valid IRN.*

- **We will be including our written agreement for the ECHS we work with. Do we also need to include agreements for community partners, and if so, are there any other specific guidelines around community partners?**

*Yes – we would like to see the written agreements with community partners. While we do not have any specific format as to the community agreements, the Eligibility section of the RFP address the arrangements between the higher education institution, local education agency and community partners.*

- **Regarding enrollment, how will that be determined (are there any specific number of credit hours, etc.) and when is the “snapshot” date?**

*The RFP allows for any student enrolled from January 2014 to the end of the current academic year to be eligible for FY14 funding. For FY15, the RFP allows for students enrolled between July 2014 and June 2015. It does not address how many credit hours a student must be enrolled to be counted.*

- **I am working with my Principal/Project Manager to put together the proposal for the Early College High School grant. One clarification we'd like is on the financial timeline. We are opening a new STEM Early College High School within our district for the 2014-15 school year, and so do not have students enrolled for the current 2-13-14 school year. How do you suggest we address this in our grant proposal, and does this pose any problems with the funding?**

*The requirements to be considered for the grant are found in Section II – Eligibility. The RFP allows for Early College High Schools to submit proposals for FY14, FY15 or both. The RFP allows for FY14 funding for students enrolled in an Early College High School that meets the requirements from January 2014 through June 2014. The RFP also states that grant amounts will be recalculated and awarded for students enrolled in early college high school programs beginning July 2014 through June 2015. If your application meets the requirements of the RFP we could consider funding the grant award for FY15.*

- **For applicants who are not currently recognized as a founding or emerging Early College High School, since funding is based on a \$2,000 per student rate, would the number of students who are to be enrolled in 2014-2015 have to be known by the date of the June 2014 report?**

*No – you would not need to know the number of students enrolled in 2014-2015 by the June 2014 report date. The RFP also states that grant amounts will be recalculated and awarded for students enrolled in early college high school programs beginning July, 2014 through June, 2015. If your application meets the requirements of the RFP we could consider funding the grant award for FY15.*

- **Is the Early College High School grant limited to only public institutions of higher education? A sentence in Section II – Eligibility states “Lead Institution: Any public institution of higher education supporting college readiness and access by supporting early college high schools.”**

*The College Readiness and Access funding for Early College High Schools is available to any institution of high education. The funding is not limited to only public institutions of higher education. That sentence Section II - Eligibility should not include the use of the “public”.*

- **Do you want to see the entire budgets for our ECHS programs, with expenditure of OBOR funds broken out into a separate column? Or how would you like to see the budget expressed? I only ask this because the RFP asks for a budget, yet you write in the FAQs:**

*the RFP does not require the applicant to include budget figure; however, you may include any information you feel is necessary to demonstrate eligibility of an early College High School.*

*Thanks for catching this. There is a correction to the response provided above. A budget is required to be submitted with the proposal. A separate column for the use of these funds would be beneficial.*

- **Do you want a timeline? I’m not sure what to put on it, exactly. Students sign up and take classes. Those are the activities...what else is needed?**

*Yes – a timeline is required. The RFP requires that a timeline be included in the proposal. The timeline should address proposed activities and estimated timeline for completion including any data reporting. I would expect a timeline to touch on the points described in Section II - Eligibility. For an existing Early College High School, a timeline could include, but is not limited to, how often representatives from all partner organizations meet to review student success, when they meet to make key decisions for planning and sustaining the Early College High School, how often or when partners meet to develop the academic program, what is the schedule for students to earn the two years of transferrable college credit. For an institution looking to start an Early College High School, we would look for a timeline of the start-up, when partners will be ready, or when formal agreements will be prepared, in addition to the suggestions above.*

- **Transcripts: Am I understanding correctly to assume you do not need transcripts of eligible or selected students with this application? You don't need those until we apply for fund reimbursement after being approved for funding? Do you want some kind of estimate of enrollment (perhaps a spreadsheet?).**

*That is correct - we do not need transcripts for any students until the final report for eligible students, due in June 2014. It would be helpful if the proposal would include a number of projected students.*

- **Ditto for the IRN – we give you the IRNs later, for reimbursement.**

*As mentioned above, it is not necessary to have an existing IRN for the submission of a proposal. We would expect the institution to have the IRN for the academic year in which they would expect to receive funds. Since funds can be distributed differently in FY15 than FY14, we would expect there could be new Early College High Schools eligible to receive the grant in FY15, however they would need an IRN prior to receiving funding.*

- **What is a “community partner”? (besides a school district or a college?) I don't see a definition.**

*There is no limit as to what would be included as a “community partner”. There is a requirement that the applicant include the community as part of their proposal to meet the core principles outlined in Section II – Eligibility. A community partner could be a business that provides co-op or internship opportunities for these students, tutoring services, mentoring to students, or transportation services. These are examples and are not meant to be required as part of any proposal. The applicant can decide what community partners would benefit their Early College High School.*

- **Is enrollment calculated based on enrollment in college classes or total enrollment at the partner ECHS high school? Do transcripts need to be provided by the high school or college?**

*The enrollment would be based on students in the Early College High School. The Early College High School is an autonomous high school independent from the institution of higher education, or local school district, which would have a separate IRN.*

- **Are the following rough timelines accurate?**

- a. **First grant year: April 2014-July 2014**

*According to the RFP – the first grant year would be from January 2014 to June 2014.*

- b. **Second grant year: July 2014-June 2015**

*The second grant year would be July 2014 through June 2015.*

- **Is there a contact for obtaining an IRN number?**

*Brian Clark at Ohio Department of Education would be the contact person. You can reach Brian at 614-752-4623.*

*Email is: [brian.clark@education.ohio.gov](mailto:brian.clark@education.ohio.gov)*

- **Sinclair provides support to an independent charter ECHS and a district ECHS. We were intending to submit a separate grant for each, since the partnerships look different, the community partners are different, and the budget uses would be different (tuition for one, supplementary activities such as books and counseling for the others). Is it acceptable to submit two applications, or should we submit one application?**

*It would be preferable to submit one application and identify all the partners of the organization. As stated above, different partners may have different roles and functions within the Early College High School program, but it is good to see how they all are coordinated to provide services to the student. Please keep in mind that Section III – Anticipated Awards states that if more than one institution enrolls a student, the institutions enrolling the same student shall enter into an agreement for a pro rata share of the \$2,000 award.*

- **Regarding the budget that we are attaching: we already have drafts of the intended grant fund budget use, but we are unsure about the additional budgets. The answer says “the budget should include total budget for the Early College High School, including all budgeted revenues and expenditures.” Just to be sure: are we attaching *Sinclair’s* budget for Early College High School programming, or are we attaching the Early College High Schools’ budgets (DECA, Dunbar)?**

*We need budget information for the Early College High School Program. We would be interested in where you receive funding from and how those funds are utilized to run the program and benefit the students. We are not interested in each line item of a budget, but the major categories of funding such as: state funding, contracts, federal funding, local sources, and tuition for revenues. For expenditure information we would look at how funding is spent on instructional support, support services, administrative costs, transportation, contracted services.*