

Key Considerations for OECOSL RFF 20-002 Applicants

The following table provides some key considerations for preparing a thorough and responsive OECOSL RFF 20-002 application. This document is **NOT** a comprehensive summary of OECOSL RFF 20-002, and all applicants must review the RFF in its entirety and meet all requirements outlined in the RFF before completing an application.

RFF Topic	Key Considerations
RFF Objectives (RFF Section II.A)	<ul style="list-style-type: none"> • Applicants serving eligible four-year-old children may only submit capacity building projects that fulfill one or both of the RFF Objectives to increase your PTQ rating to Level 3 or Level 4 or to increase your number of available seats for eligible four-year-old children. <ul style="list-style-type: none"> ○ Make sure in your Technical Proposal you describe a project that meets one or both of the RFF Objectives. ○ Make sure in your Grant Budget Proposal your proposed budget items allow you to meet one or both of the RFF Objectives. • Whether expanding seats or increasing PTQ Level, applicants must have a plan to reach a PTQ Level 3 or 4 if you have not already achieved this level¹. • This grant should be used on projects impacting the 2020-2021 school year.
Eligibility and General Applicant Information (RFF Section II.B)	<ul style="list-style-type: none"> • Only early childhood education providers located in an eligible county are eligible to apply for this grant. (See full list in RFF Section II.B) <ul style="list-style-type: none"> ○ Make sure you are located in a county included in the list in RFF Section II.B. ○ Make sure you review the other applicant eligibility requirements and provide all necessary information to prove you are eligible. • OECOSL RFF 18-001, OECOSL RFF 19-002, or OECOSL RFF 19-003 awardees are not eligible to apply for this grant. • Capacity building projects and budget items must be for eligible four-year-old children and cannot apply towards any other children the provider also serves, including infants. <ul style="list-style-type: none"> ○ Make sure in your Technical Proposal you demonstrate how you would only be serving eligible children with the grant funding, especially if other aged children attend your program. • Applicants are expected to be prepared to apply to be a On My Way Pre-K provider at the end of the grant term if you are not one already.
Technical Proposal (RFF Section III.B)	<ul style="list-style-type: none"> • Applicants should provide a capacity building plan that details how the activities and budget items included in your application will meet one or both of the RFF Objectives. <ul style="list-style-type: none"> ○ Make sure in your Technical Proposal you describe how you will increase seats for eligible four-year-old children and/or increase your PTQ Level to Level 3 or 4, meet your proposed KPIs, and prepare to apply to become an On My Way Pre-K provider by the end of the grant period. • Applicants should address the sustainability of your capacity building plan by demonstrating how the project will continue to operate and be funded at the end of the grant period. <ul style="list-style-type: none"> ○ Make sure in your Technical Proposal you explain the sustainability of your project, especially for ongoing expenses like classroom personnel salaries.
Grant Budget Proposal (RFF Section III.C)	<ul style="list-style-type: none"> • The Grant Budget Proposal has one template for coalitions and a separate template for individual providers to complete and upload in the original format. <ul style="list-style-type: none"> ○ Make sure you use the correct template for your application type. • All budget items should directly support the applicant increasing seats for eligible four-year-old children and/or achieving PTQ Level 3 or Level 4 and meeting your proposed KPIs as detailed in your capacity building plan.

¹ A non-public accredited school is not required to have a plan to reach a PTQ Level 3 or 4 but may elect to reach a PTQ Level 3 or 4.

RFF Topic	Key Considerations
	<ul style="list-style-type: none"> ○ Make sure you only include items in your Grant Budget Proposal that support your capacity building plan, your proposed KPIs, and your chosen RFF Objective(s). ○ Make sure in your Grant Budget Narrative you describe how your proposed budget items will increase your seats for eligible four-year-old children and/or increase your PTQ Level to Level 3 or Level 4. ○ For example, applicants seeking to increase seats could include classroom personnel budget items that allow the program to serve more eligible four-year-old children. Alternatively, applicants seeking to increase PTQ Level could include workforce investment (other than CDA/Associates/Bachelor training/CDA Assessment or Accreditation fees covered through Indiana AEYC scholarships) or curriculum budget items that meet the PTQ Level 3 or Level 4 requirements. ● Applicants cannot include ineligible budget items in your application. (see RFF Section II.D.2) <ul style="list-style-type: none"> ○ Make sure to check that none of the items included in the list of ineligible items in RFF Section II.D.2 are included in your Grant Budget Proposal, like field trips, outdoor play equipment, or items used for children who are not four-years-old (e.g. infant crib). ● Applicants must provide a grant match from an outside entity covering 5% and up to 50% of the Grant Budget Proposal amount and cannot provide your own grant match (“self-match”). (see RFF Section II.C.3) <ul style="list-style-type: none"> ○ Make sure you have secured an outside grant match and grant match commitment letter(s).