

FREQUENTLY ASKED QUESTIONS

- 1. On page 1, paragraph R, it states that 10% can go to administration costs of the grant; however, there is no line item in the budget for administration costs.**

The 10% Administration Costs is included in this RFP as a result of limitations included in the overall federal award conditions in relation to this grant. Recipients have been allotted budgets for administrative costs as it relates to personnel, fringe and some other operating expenses to meet the outcome of the grant.

- 2. The first year will not consist of 12 months. Can the additional money not spent in the first 4 months be spent on other items or be added into other categories in year 1 and/or into the other years?**

The budget covers the 4-year period of this grant and is not isolated an annual allotment. Therefore, any funding not spent in year 1, rolls to year 2 and forward. A budget adjustment process will be implemented to allow for movement of funding between some expenditure categories. This excludes moving funds from training to other expenditure categories. However, funds can be moved from other categories to training.

- 3. Is there an issue if we write our response for more than 27 apprentices per year?**

You can serve more than 27 apprentices per year. The maximum reimbursement allowance is up to \$2000 per apprentice. SAEI training funds must be spent on Related Technical Instruction per apprentice in order to count them towards your 107-apprentice total. You can spend less per apprentice; you just cannot exceed \$2000 per apprentice.

- 4. Would these funds be for employees that support the program, recruitment, and reporting?**

Intermediary Staff costs include base salary of 1 FTE and up to 45% for fringe, which includes, but is not limited to, Health Insurance, Tax Liability, and benefits.

- 5. Do we make the request for additional related technical instruction in the application, or while in process if awarded?**

No additional Related Technical Instruction Training dollars are available unless it relates to the response of question number 2 above. However, there is additional incentive funds available that you can build into your RFP. Incentives will be received based on new employers added over the course of the 4-year period.