**STATE OF MAINE REQUEST FOR PROPOSALS**



**RFP SUBMITTED QUESTIONS & ANSWERS SUMMARY**

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| **RFP NUMBER AND TITLE:** | RFA #202207106 - Pre-K Expansion Grant |
| **RFP ISSUED BY:** | Department of Education |
| **SUBMITTED QUESTIONS DUE DATE:** | September 22, 2022, no later than 11:59 p.m., local time |
| **QUESTION & ANSWER SUMMARY ISSUED:** | September 30, 2022 |
| **PROPOSAL DUE DATE:** | October 13, 2022 no later than 11:59 p.m., local time |
| **PROPOSALS DUE TO:** | [Proposals@maine.gov](mailto:Proposals@maine.gov) |

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| **\*** | **Important Information** |
| Below is a link to the Pre-K Expansion RFA Informational Session. It is recommended to be reviewed by all prospective respondents. |
| **Hyperlink** |
| [August 23,2022 Pre-K Informational Session Recording](https://www.youtube.com/watch?v=6ofgJkNEvYU) |

**Provided below are submitted written questions received and the Department’s answer.**

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| **1** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 1 | We have a district with 2 schools that offer part-time pre-k and are looking to expand to full-time. Would we need to complete a separate grant application for each school or would we submit one as a district? |
| **Answer** | |
| An SAU should submit one application that includes all schools included in its proposal. Please refer to page 1 of the RFA Application Instructions. | |

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| **2** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 10 | What is the timeline for grant acceptance and award notification? |
| **Answer** | |
| Grants are due October 13, 2022 and will be reviewed and scored after the due date. All bidders will be notified once a decision has been reached. Final award amounts will not be determined until late winter/early spring of 2023 when preliminary state/local allocation amounts for the 2023-24 school year have been released. See page 10 of the RFA Instructions. | |

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| **3** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 4 | Would it be an appropriate use of these funds to build additional classroom space, or purchase portable space that I could move other classrooms in order to open up space in the school building for Tremont to house our own students? |
| **Answer** | |
| Funds from the grant can be used to retrofit existing classroom space and/or to lease modular classrooms. Please refer to page4 of the RFA Instructions for allowable expenses. | |

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| **4** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 4 | Could we use funds to retrofit space in the school and pay for the leasing of a portable classroom for the displaced classroom? |
| **Answer** | |
| Funds from the grant can be used to retrofit existing classroom space and/or to lease modular classrooms. Please refer to page4 of the RFA Instructions for allowable expenses. | |

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| **5** | **RFP Section & Page Number** | **Question** |
|  | What is required in the MOU with CDS? |
| **Answer** | |
| Per Chapter 124: Basic Approval Standards: Public Preschool Programs, SAUs must show demonstrated coordination with Child Development Services (CDS), specifically coordination with the CDS regional site to ensure access for CDS for conducting its statutory obligations under IDEA and Maine law/regulations (Under Part B, Section 619 of IDEA). Specific MOU requirements are not specified in greater detail. It is recommended that SAUs communicate with their local CDS site to outline and highlight how referrals will be handled and how services for students will be identified and provided by both agencies. A sample MOU can be found [here](https://www.maine.gov/doe/sites/maine.gov.doe/files/inline-files/CDS-memorandumofunderstanding.doc.pdf). | |

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| **6** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Pages 8 & 18 | If you are considering working with a private partner to expand PreK programming, do you need to include the full costs of the expansion for the private partner in the grant application or can you select a portion of the costs.  Example:  Request funding for joint professional development with the private partner vs. paying for staffing or construction costs associated with expansion. |
| **Answer** | |
| Proposed budgets should detail the full costs of the project (budget table 2). How proposed costs will be supported through state/local allocations and Pre-K RFA grant funds, partner contributions, and/or other grant funds should be detailed in budget table 3. See Pages 8 and 18 of RFA Instructions. | |

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| **7** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 7 and Appendix C | In order to meet the partnership criteria, do private organizations need to utilize curriculum and assessment practices that align with MELDS? |
| **Answer** | |
| Yes, all public pre-k partnerships must meet the requirements of Chapter 124 which includes use of curriculum and assessment practices that align with MELDS. | |

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| **8** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 7 and Appendix C | Could a partnership be with Child Development Services providing services such as speech and language services? |
| **Answer** | |
| Per Chapter 124, public pre-k programs must establish MOU agreements with Child Development Services (CDS) to ensure provision of services for students with identified disabilities. SAUs may also contract with CDS to provide special education services in lieu of CDS employees or contracted providers. | |

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| **9** | **RFP Section & Page Number** | **Question** |
|  | Will the state be offering additional funding in subsequent years to continue to support pre k? |
| **Answer** | |
| The Maine Department of Education will continue to support public pre-k through state allocations in the Essential Programs and Services formula. At this time, additional grant opportunities have not been identified. | |

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| **10** | **RFP Section & Page Number** | **Question** |
|  | Will the expansion of PK be included in the SAU’s ED279 formula with the standard % for PK enrollment? |
| **Answer** | |
| Upon approval of the application, proposed expansion enrollment for Pre-K will be provided to Maine DOE’s school finance team to include in the SAU’s ED279 for school year 2023-24. | |

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| **11** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 4 | Would our funding be the same whether we partnered with a local provider for a half or full day? |
| **Answer** | |
| Funding provided through the EPS formula is calculated on a per student basis, whether the pre-k program is full or part day. Overall costs of the project will vary depending on whether the program is full day/full week or part day/part week which may impact reasonable and justifiable grant funding for allowable expenses. See page 4 of RFA Instructions. | |

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| **12** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 10 | If a request for something, for example a full day staff person, is denied, is there then a follow up opportunity to reduce the request to something less, such as a half day staff person? |
| **Answer** | |
| Upon approval of grant applications, the Maine DOE will negotiate contracts with SAUs. This process will allow opportunity for budget modifications in response to expenditures determined not to be fundable. | |

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| **13** | **RFP Section & Page Number** | **Question** |
| RFA Instructions, Page 10 | Is it possible that part of a grant request would be denied, but not the whole request? |
| **Answer** | |
| Yes, the Maine DOE reserves the right to partially fund proposals. See page 10 of RFA Instructions. | |

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| **14** | **RFP Section & Page Number** | **Question** |
|  | When are award notifications being sent and when will the funds be available? |
| **Answer** | |
| Award notifications will be sent after scoring occurs and provisional awards are approved by the Division of Purchases. All bidders will be notified once a decision has been reached. Contracts will be negotiated and approved following the release of preliminary ED 279 data, most likely by the end of April 2023. Funds are not available until contracts have been executed and deliverables outlined in the contract are completed. | |