

Liberty Partnership Question and Answer Summary as of July 8, 2009

Section 1: Timeline/Procedure

- 1) **Q. Who will be reviewing the RFP, state Ed personnel or outside reviewers?**
A. A team of trained New York State Education Department personnel.
- 2) **Q. What is the timeline for notifying applicants of the results?**
A. SED expects to mail the award letters to the successful applicants by September 1, 2009.
- 3) **Q. With notification being Sept 1, what will be the expected start date for actual programming?**
A. As stated on page 3, Project Period/Contract Term of the RFP, the project start date is September 1, 2009. However, expenses incurred prior to final approval of an award (a fully executed contract) are done so at the applicant's own risk.
- 4) **Q. Please let us know if the change to the contract period is permanent and intentional, or if it is likely to revert back to the previous June 30/July1 grant and budget cycle of the past. Please also address how the change in the grant contract date will impact report and planning information due dates for interim and final reporting to SED and updates to the yearly plan.**
A. As stated on page 3, Project Period/Contract Term of the RFP, the project start date is September 1, 2009. However, expenses incurred prior to final approval of an award are done so at the applicant's own risk. The contract start date will not impact the report and planning information due dates for interim and final reporting to SED and updates to the yearly plan. Please see information regarding Required Reports on page 17 of the RFP.
- 5) **Q. The LPP RFP identifies the period for grant contracts as September 1, 2009 through August 31, 2014, pending annual appropriation in the New York State Budget. This changes a yearly contract cycle that has been in place for many years from an end date of June 30 to an end date of August 31. This cycle will no longer be in sync with the normal school district budget cycle or calendar year as of July 1. It will also likely impact planning cycles for the upcoming year-as it may put next year's LPP planning into June (as was true for this year) instead of November-February (as was true when the RFP was issued during the fall). Most importantly, Sept. 1 is very late for notifying schools as to whether we are funded.**
A. The grant contract term will be for a period of five (5) years covering September 1, 2009 through August 31, 2014, depending on funding availability. This cycle will not affect planning cycles for future project operations. Available funding will be determined in late spring after the State Budget has been announced of each grant contract year.

- 6) **Q. How long will an executed contract take?**
A. Many factors determine this. However, once you submit your FS-10-form and it approved by SED staff, the grant contract can be prepared and sent to the grant recipient for signature. Once the grant recipient returns the grant contract, the grant contract is then subject to approval by SED counsel and external control offices including the Attorney General's office, Division of Budget and the Office of the State Comptroller. The entire process can take anywhere from six to ten weeks.
- 7) **Q. What process is in place to move RFPs through the system in a timely manner so that we will hear by September 1st?**
A. Please refer to the Application and Review and Rating Process on Page 12 of the RFP. SED plans to review and evaluate each proposal as soon possible.
- 8) **Q. Are the proposals due July 31 or need to be post marked by July 31st?**
A. Proposals must be postmarked by July 31, 2009.
- 9) **Q. Where in the RFP are the directions on how to send sealed Narrative and Budget envelopes?**
A. Please place two separate envelopes into one envelope. The two separate interior envelopes should be labeled:
1) Liberty Partnership Program Bid Proposal #GC 09-002; and
2) Liberty Partnership Program Cost Proposal #GC-09-002 – "DO NOT OPEN".
- 10) **Q. Is the LPP Bid Proposal and the Cost Proposal sent in 2 separate envelopes to the Office of Contract Administration?**
A. See Response to question 9.
- 11) **Q. Would we receive a "Letter of Intent?"**
No. At the start of a new award cycle we only issue award and denial letters.

Section 2: Programmatic

Academic Immersion/Workforce Development/Program Evaluation:

1) Q. (page 25) Under 'Academic Immersion' Transition strategies..."academic majors of host institutions and Empire Promise Regional/State workforce development opportunities. It is unclear what the goal is... is it to inform students of academic majors, or to guide them into academic majors? Where are the workforce development opportunities that we should be aware of?

A. The Academic Immersion Component should be designed to prepare students at any grade level to be effective learners both within and outside of the traditional classroom environment. Please visit LPP Home page for updated forms and information <http://www.highered.nysed.gov/kiap/PCPPU/lpp/home1.htm>

The Workforce Development Component and Empire Promise speaks to six different areas in the state that we consider "high need". We want to ensure that the program being developed introduces the students to the workforce needs of our state. We want to ensure that the students have a strong interest in going into these specific fields, by offering students an opportunity to get up front and personal experience with workforce needs. Please visit LPP Home page for updated forms and information <http://www.highered.nysed.gov/kiap/PCPPU/lpp/home1.htm>

2) Q. Under 'Academic Immersion' strategies --"Seminars in effective strategies for various learning styles" Are these seminars for students or for staff?

A. Please refer to response for question 1 of this section.

3) Q. Under 'Academic Immersion' "research" is listed. Is this referring to teaching research skills or requiring students to do a research project of some sort?

A. Please refer to response for question 1 of this section.

4) Q. Under 'Academic Immersion' "Academic Credit" is listed. Is this college credit or high school credits, and how does this apply to middle schools?

A. Please refer to response for question 1 of this section.

5) Q. P. 26 Under 'Workforce Development' --- "Pathways into academic majors and Empire Promise Regional/state workforce development opportunities" -- What is the explanation of pathways into academic majors, and what state workforce development opportunities are available? (See above, also listed under Academic Immersion --what is the difference in services under each category?)

A. Please refer to response for question 1 of this section.

6) Q. P. 27. Under 'Program Evaluation' the phrase "linked to a statewide evaluation program." Is something SED is developing?

A. Yes.

7) Q. Please explain Empire Promise Regional NYS Workforce Development Opportunity.

A. Please refer to response for question 1 of this section.

8) Q. On page 24 of the RFP, "K" states that "LPP and its host institutions participated in at least one of the six Empire Promise Work Development strands." Does this mean attending the Empire Promise Summits, or are you asking if the sponsoring institution has actually helped to facilitate a strand?

A. This section refers to the actual implementation of the Empire Promise Workforce Development Component. Please visit the LPP Home page for updated forms and information <http://www.highered.nysed.gov/kiap/PCPPU/lpp/home1.htm>

9) Q. Are non-public schools, i.e. Catholic schools eligible as partners?

A. Yes they are eligible as collaborating partners. The student population must meet the Student Eligibility Requirements section on page 7 of the RFP.

10) Q. If we are required to follow the students until 13th grade, do they count as numbers in student enrollment?

A. No, they are two separate numbers.

LPP resources may be used to:

- **Affirm LPP alumni post high-school placements**
- **Hire LPP alumni as tutors, peer counselors, mentors**
- **Sponsor scheduled alumni events**

On a limited basis, LPP staff may provide a supportive service to LPP alumni in transition.

You are expected to follow graduates one year after high school graduation, the level of service should not be to the extent of service delivery when the student was enrolled in your project while in secondary education. These graduate students should not be counted in the number of students served. This is allowable under the grant to follow up with high school graduates one year after the grant. See page 7 Funding Priorities #9. Provide follow-up and post high school support for one year following graduation or the receipt of a high school equivalency diploma for tracking and placement into postsecondary education or onto a career path.

11) Q. LPP is expected to follow Alumni one after graduation from HS. Many of our LPP graduates come to our host institution. We would like to support their transition to college with LPP resources. Is this allowed under the grant?

A. See response to question 10.

12) Q. Do you need to work with specific schools that are in need of improvement, or can you work with students who are need of improvement even if their schools are not so identified?

A. Participation is not contingent on whether the school is identified as in need of improvement or at risk. However, it does matter whether the student is identified at risk based on the eligibility codes listed in the RFP and the target community needs as stated on pages 6, 7 and 23 of the RFP.

13) Q. Does each individual program determine how many students it will serve?

A. Yes. The number of participants that an applicant decides to serve is up to the applicant.

14) Q. On page 10, a new section was added, regarding probation/grant suspension.

A. In the RFP Probation/Grant Suspension Section (page 10) states that, "projects will be placed on probation for failure to meet guidelines"

15) Q. Can you explain the chart?

A. Projects should have 5% or less dropout rate

Graduation Rate: 85%

College/Workforce Bound: 90% or better

Student Enrollment: 90% of targeted enrollment

The outcomes reflected resulted from performance data gathered from reports submitted by LPP projects over the past 2 years.

16) Q. When figuring drop-out rates do you determine the rate on the full population you served or on the students who are of age to drop out?

A. For the dropout rate, LPP considers all students enrolled in that LPP. This will include students who leave school under the age of 16. We are looking at the retention rate of students in your LPP project. The dropout rate is determined by the full student population enrolled in your project that stays in school and for the given year.

17) Q. How does the present design of the proposal support collaborative agreements among various Liberty Programs to provide academic, cultural and social services? For example, athletic and academic team competitions among the local programs as well as tutorial workshops utilized by more than one program in order to conserve funds and expand the students' exposure to other campuses in the metro NY area.

A. The proposal allows for projects to work collaboratively with each other while maintaining their independence. See Page 6, Recipient Requirements, Funding Priorities, and Page 8, Allowable Cost of the RFP.

18) Q. What qualifications do college/high school students need to tutor?

A. Qualifications of Program Staff, Page 11 of the RFP states that, "Qualified college and high school students working under the supervision of an LPP faculty

member may provide tutoring in their area of competence”. College students who are knowledgeable in the area chosen to tutor and high school students who demonstrate both superior academic excellence in the area chosen to tutor and maturity are considered.

19) Q. Please define the Community of Promise model for stakeholder engagement.

A. Please view link titled Community of Promise.

<http://www.highered.nysed.gov/kiap/PCPPU/lpp/home1.htm>

Section 3: Scoring

- 1) Q. Are only currently funded projects able to receive the extra 10 points mentioned in the presentation?**

A. Yes. The maximum points allowed **for all applicants** in the Prior Experience section for operating a similar program is 5 pts. **Previously funded LPP applicants** are eligible to receive an additional 5 points in the History of Capacity Development section. See page 12, Application Review & Rating Process and page 23, Proposal Narrative Part I Institutional Capacity of the RFP. However, applicants with prior experience must receive a minimum technical score of 49 points or higher before the 10 bonus points can be applied.
- 2) Q. Could you please discuss in further detail the qualifications for existing programs to earn 10 bonus points?**

A. The maximum points allowed **for all applicants** in the Prior Experience section for operating a similar program is 5 pts. **Previously funded LPP applicants** are eligible to receive an additional 5 points in the History of Capacity Development section. See page 12, Application Review & Rating Process and page 23, Proposal Narrative Part I Institutional Capacity of the RFP. However, applicants with prior experience must receive a minimum technical score of 49 points or higher before the 10 bonus points can be applied. New programs are not allowed to earn the 10 bonus points.
- 3) Q. Referring to pg 12 (rating process) please elaborate on the 10 bonus points to applicants with prior experience?**

A. See response to question 1 of this section.
- 4) Q. Concerning the 10 extra points for existing programs, would the program be able to receive some of the points if it has performed say, 9 out of 12?**

A. Yes. As articulated in the scoring rubric attached to the RFP at page 71.
- 5) Q. Who is scoring the proposal?**

A. A team of trained NYSED staff.

Section 4: Page Limits/Formats/Standards

- 1) Q. Is it OK to use charts in the narrative section to better explain things? For example how academic support is provided in each school? Or are charts only allowed in the appendix?**
A. Yes, you may use charts in the narrative section, but it will count toward the 30 page limit.
- 2) Q. What about the three organizational charts required under Project Management - are they required to be included in the 30 page narrative?**
A. No, they are not required to be included in the 30 narrative page limit. They may be included as appendices.
- 3) Q. The same question applies to the budget portion; can chart of costs be attached as an appendix?**
A. See response to question 2 of this section.
- 4) Q. Can you include your program's yearly academic calendar in the 30 pages or should it be in the appendix?**
A. Please follow the outline provided on pages 24 and 25 of the RFP.
- 5) Q. Is the program abstract counted in the 30 pages?**
A. Yes.
- 6) Q. Do all charts and narrative from Part II Program Implementation & Design under Project Staff and Project Management have to be included in 30 page limit or can some be attached as appendices?**
A. All charts should be included in appendices. Budget information should only appear in the Budget section, not the narrative.
- 7) Q. Regarding the page limits, do all charts and narrative from part II in the narrative portion have to be included in the 30-page limit or can some be attached as appendices?**
A. Please see response to question 6 of this section.
- 8) Q. Is the budget section, including the chart of costs for 09-10 and the supporting narrative, included in the 30 page limit, or can the chart be attached as an appendix?**
A. Please see response to question 6 of this section.

9) **Q. Should we use the included cover sheet?**

Yes, you should use the included cover sheet titled, “**Liberty Partnerships Program 2009-20014 APLICATION COVER PAGE**”. This page will not count towards the 30 page limit. Please visit the LPP Home page for updated forms and information <http://www.highered.nysed.gov/kiap/PCPPU/lpp/home1.htm>

10) **Q. Would you like the narrative in a loose leaf binder, would you like it bound or just loose?**

A. Bound is preferred. Please **do not** use bulky items such as three ring binders or **do not** submit loose documents. This includes both narratives and budgets.

11) **Q. Page 2 indicates that text in charts should be double spaced and in 12 point font. In the past we did not have to adhere to this standard. This font and spacing will take up an inordinate amount of pages. A response please.**

A. The charts and tables are not included in the 30 page limit. They should be part of the appendices. Please adhere to the font and spacing requirements state in the RFP.

12) **Q. It is understood that there is NO double space requirement (see page 2). Is that true?**

A. Correct, there is no double space requirement for the application narrative. However, you must double space between titles, headings, footnotes, quotations, references and captions, as well as all text in charts, figures, and graphs. See page 2 of the RFP.

13) **Q. Can the body of the application (Proposal Narrative) be written in standard block format, with double spacing between paragraphs? Or should it be written with single pacing between paragraphs, utilizing indentations?**

A. No. Please see response to question 11 of this Section.

Section 5: Personnel/Staff

- 1) Q. Is it OK to partner with a CBO to provide the Parent Engagement Coordinator and Workforce Development Coordinator?**
A. Yes, it is appropriate to partner with CBOs and other partners to provide in-kind support for LPP positions.
- 2) Q. As NYC schools all have a Parent Coordinator on staff, are we able to utilize the school Parent Coordinator as an in-kind donation for parent engagement activities? Our mission and activities are the same as the Parent Coordinator and it makes no sense to duplicate activities with the school Parent Coordinator. An LPP Coordinator on staff would partner with the Parent Coordinator to plan and implement activities.**
A. Yes, as long as you demonstrate a sufficient amount of time is dedicated to LPP students and their families. One staff person can work in more than one role as long as the requirements of the position are fulfilled. Depending upon individual program design, these positions may be part-time or full-time positions. The roles and the responsibilities of staff must reflect the definitions and elements presented in Part II – Program Implementation and Design section, which is on page 25 of the RFP.
- 3) Q. In a similar vein, can one person serve 2 different required roles for LPP provided each role is part-time in nature? For example, one person would serve as the Parent Coordinator and Workforce Development Coordinator, working part-time on each position?**
A. See response to question 2 of this section.
- 4) Q. Must the f/t program director and academic staff member be paid through the LPP budget or can they be f/t tenured college administrators/staff members?**
A. F/T director and staff may be paid through institution and in kind.
- 5) Q. I understand that programs must provide a continuum of 12 month programs and services. If we have three full-time staff including 2 counselors and the director. The College offers a 11 month summer option with benefits. Would it be acceptable if the 2 counselors did not work during August? The director would continue working to prepare for the academic year and there would not be any direct services for students that month.**
A. The structure is appropriate and allowable by the grant.
- 6) Q. Please explain MSW, School Counselor or Psychologist on staff. Does that mean that person has to be paid by Liberty or can it be someone at the school who has agreed to assist Liberty gratis.**
A. We want to be cognizant of time on task and the availability of staff to provide specific attention to Liberty students and their families so they may benefit from the support that Liberty is to provide. Salaries for counselors holding required credentials of MSW, School Counselor or Licensed Psychologist may come from another source. The test for what is appropriate will be determined by the ability of that counselor to:

(1) provide the necessary supervision and development of the Counseling component; (2) provide effective service to the high-need students and families; (3) attend meetings and; (4) participate in program-wide planning & coordination of services. The roles and the responsibilities of staff must reflect the definitions and elements presented in Part II – Program Implementation and Design section, which is on page 25 of the RFP.

Section 6: MOA

- 1) Q. Given the due date of the RFP, will accommodations be made regarding required superintendents / school staff signatures?**

A. On page 51 Memorandum of Agreement and Affirmations Section A

The signature requirement to have signed MOAs and Letters of Support by the CEO of the LPP site building principal, the school district superintendent, and presidents of the local school boards, parent/teacher associations and representatives of local teachers union has been waived. THIS IS NO LONGER A REQUIREMENT TO BE SUBMITTED WITH THIS APPLICATION BY THE DUE DATE OF JULY 31ST. However, if you are recommended to receive a Liberty Partnerships Grant you must provide the signed MOAs on file at NYSED's Program Office by September 14 two weeks after the notification of awards prior to an executed contract.

Be sure to list the name of the schools, names, titles, and contact information of the Principals, Superintendents, and Presidents of the local school boards you will be servicing, in the appendices. The partner schools and school districts identified in your proposal must be the same schools and school districts that you should work with at that time of an executed contract. A portion of your expenses may not be allowed by the grant if the partner school and school district varies from those listed in your proposal.

Please note: The Letters of Support requirement by July 31st is also waived for this grant.

- 2) Q. This may make it quite difficult to secure the required signatures on the MOAs. Is any consideration being given to this concern?**

A. See response to question 1 in this section.

- 3) Q. One of our school district partner's legal council has advised that only the Superintendent and Board President are legally authorized to sign a Memorandum of Agreement on the schools behalf along with the college personnel. All other signatures including Teacher's Union Presidents, PTA Council President and Board of Education President will be excluded. Their Deputy Superintendent is signing for all respective schools, since Principals can also not enter into legal contract on behalf of the schools. Will this MOA be accepted?**

A. See response to question 1 in this section.

- 4) Q. Documentation to be provided for Comprehensive Education Plans and Academic Intervention Services**

A. Through the relationship with your partner schools each applicant should be written into the schools/districts Comprehensive Education Plans and/or the Academic Intervention Services, applicants must submit a copy of that plan with the this application. See details at the following web pages:

<http://www.emsc.nysed.gov/osi/>

<http://www.emsc.nysed.gov/part100/pages/1001.html#g>
<http://www.emsc.nysed.gov/part100/pages/topics.html>

Comprehensive Educational Plan (CEP) Template for Upstate/Long Island Schools - 2008-2009. All school districts/buildings that are newly targeted for improvement **must** complete this plan and submit it to the Office of Regional School Services (Room 465 EBA, State Education Department, Albany, NY 12234) within 90 days after they are first identified. (Also available in [Microsoft Word \(.doc\)](#) and [Adobe Acrobat \(.pdf\)](#)) At this time only newly identified SINI YEAR 1 and SRAP 1 schools must complete this plan. All other SINI, CA, Planning for Restructuring, Restructuring and SRAP schools that were previously identified should have completed their CEPs by August 31, 2008 and submitted them to the Office of Regional School Services at that time. PLEASE DO NOT USE THIS TEMPLATE FOR THE 2009-10 SCHOOL YEAR, AS NYSED WILL BE MAKING MAJOR REVISIONS BASED ON THE NEW DIFFERENTIATED ACCOUNTABILITY SYSTEM RECENTLY APPROVED BY USDOE. WATCH THIS SPACE FOR UPDATES.

Updated Academic Intervention Services (AIS) Descriptions Due July 1, 2009
Pursuant to NYCRR100.2(ee), districts must have their AIS descriptions revised and reapproved by their local Boards of Education by July 1, 2009. The web-based guidance documents at <http://www.emsc.nysed.gov/part100/pages/topics.html> are still applicable. If you have any additional questions regarding the development of this description, call the Office of School Improvement at 518-474-5923. The secretary answering the call will refer you to the liaison responsible for your area, who will be able to provide you with additional support. AIS descriptions do not have to be submitted to the State education Department, but are to be maintained at the district office, available upon request.

- 5) **Q. On MOAs with a community entity, is it OK if only the CEO signs? Is it now required for a program Director from that entity to also sign?**
A. For community entities, we require a CEO signature, no other signatures are necessary.
- 6) **Q. I'm still confused about signatures on MOAs with community entities. On page 51, under B, it states that the signers must include the CEO of the agency, application, LPP directors AND THEIR COUNTERPARTS from the collaborating entity. What does counterparts" mean here?**
A. Only CEO signatures will be permitted. Counterparts for purposes of this solicitation will not be an allowable signature.

Section 7: Budget

- 1) **Q. The RFP stipulates that "...the portion of each sub-contract that exceeds \$25,000 may not be included in the modified direct cost base on which, indirect is calculated".**

In our budget, under Code 40: Purchased Services, our total annual amount comes to \$65,000 (i.e. above the \$25,000 limit). However this total is the sum of 3 subcontracts all less than \$25,000. Do we need to subtract \$25,000 from the \$65,000 total amount and take that difference out of the MTDC or do we meet the requirement because none of our subcontract agreements go above the \$25,000 cap?

A. The restriction applies to the portion of each subcontract exceeding \$25,000, not the total of all the subcontracts.

- 2) **Q. Regarding the \$25,000 subcontract award cap on calculating indirect costs - is that per individual contract or for the total of all the sub-contracts together?**

A. The restriction applies to the portion of each subcontract exceeding \$25,000, not the total of all the subcontracts.

- 3) **Q. I'm looking at the 2009-2010 LPP Total Funding Summary does the cost per students include all columns or just the LPP column?**

A. Line 13 Cost per Student of the 2009-2014 LPP Total Funding Summary is specific only to the LPP column.

- 4) **Q. It is our understanding that the funding limit is \$1,250 per youth. Is this correct?**

A. Yes. See page 14 of the RFP the limit is up to a maximum rate of \$1,250.

- 5) **Q. Are there any circumstances where a program may receive more than \$1,250 per student?**

A. No. The maximum rate for SED funds is \$1,250.

- 6) **Q. Do we have to submit a 5 year budget as in the past?**

A. No. Please see link titled Liberty Partnership Program Proposal Application Check List.

- 7) **Q. Are you looking for a 5 year or 1 year?**

A. We are only requesting a one year budget.

8) Q. Where is the \$500,000 maximum stated in the RFP?

A. Proposals that propose to serve over 240 students at a maximum rate of \$1250.00 per student may receive additional funding up to a maximum of \$500,000 to serve 400 students provided the amount falls within the funding allocation for their region. In order to receive additional funding, their average proposal scores must be at least eight (8) on each of the three following sections: (1) Academic Immersion and Support Services, (2) Counseling, and (3) Empire Promise/Workforce Development. The average proposal score on each of the three sections will be determined by the average of the scores of the two reviewers.

9) Q. The RFP states that the maximum award is \$300,000...has that been increased to \$500,000? Will the number of students to be served be increased from 240?

A. Please see response to question 8 of this section.

10) Q. What formula is used to determine cost per student?

A. The maximum cost per student of \$1250 is a figure that was written into the LPP legislation. The cost per student in the budget section of the proposal is calculated by dividing the total LPP funds requested by the number of students served.

11) Q. Are regional differences in costs part of that formula?

A. Each applicant is competing regionally therefore your cost per student should be comparable to other people in your region. Because you are competing regionally it should not affect you negatively. The cost of doing business in the local community is based on the actual cost of items needed to implement an effective LPP.

Examples:

- Standards for Salaries and Benefits should be based on the standards of for staff salaries of the applicant college/university and the partner schools where applicable.
- Mileage should be based on the standards employed by the applicant; local municipalities
- Purchased Services should be based on actual costs and projected costs of vendors the LPP may hire.

12) Q. Repeat the answer for regional differences in cost per student not being a part of the formula?

A. Please see response to question 11 in this section.

13) Q. On scoring the budget, lowest cost per pupil as the desirable indicator does not factor in costs that may include transporting students to state or regional events and so forth. Lowest cost does not necessarily indicate best value or highest quality and may in fact shortchange students.

A. The Office of the State Comptroller requires NYSED to use a cost factor in the selection process of applicants. The lowest cost per student was determined to be the

most appropriate assessment of cost for this program. The cost per student is an objective scoring of costs.

14) Q. Do you anticipate a cut in funds after the initial award as done in the past?

A. No.

15) Q. If funds from a region are not completely distributed, will the leftover funds be redistributed to other regions?

A. Yes. Page 14 in the RFP describes how funds will be distributed. Leftover funds will be redistributed statewide based on the highest ranked scores.

16) Q. Is there any federal "stimulus" money available that may change the LPP funding landscape for this proposal? Has this been fully investigated?

A. At this point in time there is no stimulus money available.

17) Q. Is the budget part of the 30 page narrative allotment?

A. No.

18) Q. What is meant by the best value approach?

A. The "best value approach" is a method of procuring goods/services which ensures the State that its procurement dollars are spent wisely. Best value procurement methodology seeks to set a point-based framework where both the technical and cost proposals are evaluated in a way that the bidder who offers the highest quality good/service (technical proposal) combined with a reasonable cost (cost proposal) will win the award of the contract. Goods/services procured using the best value approach do not seek to award a contract solely on the basis of lowest cost.

Requirements/Clarification/Miscellaneous

19) **Q. If a program within our current Liberty region is not applying for funding, are we able to propose to serve those students under a consortium? How can we be notified if programs within our region are not applying so that we can word the RFP appropriately?**

A. We cannot notify you who are applying in your region because we will not know until we receive applications on July 31, 2009. If you would like to serve students in your area, you should communicate with other possible applicants in your area to discuss.

20) **Q. Our college presidents need to have the proposals at least 1 week before due date. Can the Q & A's be posted before July 24th?**

A. Yes. The Q&A summary may be posted before the July 24th deadline.

21) **Q. Were points awarded for last year's proposal? If yes, how can we obtain our scores?**

A. This question is not relevant to this meeting; please feel free to call the program office.

22) **Q. Approximately how many programs are expected to be eliminated when the proposal process is completed? What is the plan to handle the files and other sensitive materials of those programs that are not refunded? There are no superintendents currently serving in the NYC Dept. of Education, and schools are closed.**

A. For programs that will not continue there will be process outlined for them that will be explained at a later date. If those specific programs have additional questions, they can call the program office.

23) **Q. In the past, three RFP submissions the total ask was substantially more than the budget with the result that approximately 38 or 39 projects would be able to be funded. Is the LPP administration comfortable with what will most likely be as similar result? i.e. will the LPP administrators begin a new funding cycle with 40-45% of the programs not funded?**

A. We are not able to predict how many projects will be funded. It will depend on the number of applicants and the amount of funding that is requested.

24) **Q. What if a consortium requests all available funds from a region?**

A. A consortium may request up to one million dollars. If they score the highest with in that region they are eligible for the maximum amount available within the region or the 1 million dollar cap see page 14 of the RFP.

25) Q. We are partnering with a local college. Is it preferable for the college to be the applicant or can we as the nonprofit be the applicant?

A. The lead applicant in any type of partnership has to be an institute of higher education.

26) Q. Are any programs able to tap into different regions if they have schools that are being served in other areas?

A. Funding is distributed regionally. Applicants may only compete for funds within the region they are located.

Please see <http://www.highered.nysed.gov/kiap/PCPPU/lpp/home1.htm> for a list of individuals that participated in the July 1 webinar.