

# FY21 Shared Visions Preschool Application

## Frequently Asked Questions

This document has been developed to guide interested applicants and existing grantees in the implementation of a Shared Visions Preschool Program. All received questions related to the FY21 competitive application process are addressed within this document. **Each question is dated to indicate when it was added to the document.** This is to assist readers in knowing when new information is available.

The following categories were developed to assist in the use of this document. Each of the main categories listed below have subcategories listed in the left column to expedite the location of content areas.

- I. Application Requirements and General Information
  - II. Technical Requirements
  - III. Application Completion
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## Shared Visions Preschool Application Questions/Answers

### I. Application Requirements and General Information

#### *Timelines/General*

1. **How many grants will be awarded?** (Added 5/2/19)  
**A:** All grant awards are contingent upon the 2020 legislative appropriation. The number of grants to be awarded will be determined based on the quality of grant application, established need, requested amounts within the application budgets, and available state funding.
2. **What timeframe is covered by the grant?** (Added 5/2/19)  
**A:** The funding period for FY21 is July 1, 2020 – June 30, 2021. Grants will be awarded with projected intent to renew, for a maximum of five years, provided grantees meet program requirements. Funding will be allocated in one year increments based on annual legislated appropriations (funding may vary each year pending state budget allocation decisions).
3. **What is the deadline for submitting an application?** (Added 5/2/19)  
**A:** Applications must be submitted through [iowaGrants.gov](https://www.iowagrants.gov) by 4:30 pm, January 22, 2020. The timeline for the application process may be found on the [Shared Visions Preschool Program webpage](#) in the *Application* section.

**4. When does this application open again? In 2021? (Added 5/3/19)**

**A:** Application materials will be available in [IowaGrants.gov](http://IowaGrants.gov) on November 15, 2019. Applications must be submitted by 4:30 pm on January 22, 2020 and awards will be announced by March 6, 2020. If an application is funded, services will be provided by the awarded grantee during the FY21 grant year (July 1, 2020 - June 30, 2021).

**5. Would you please clarify if the 5 years of renewal funding for the Shared Visions grants is a lifetime limit? Or is the intention that only funded partners may seek renewal and a competitive proposal process opens once every 5 years? (Added 8/6/19)**

**A:** There is not a lifetime limit on renewal funding. An organization awarded a grant will receive funding for the initial year and has the option to renew funding for the next four years, for a total of five years. Only those funded during the initial/first year through a competitive grant process can seek renewal during the next four years. When the five-year grant period ends, a competitive grant process will again be conducted. Any interested organization, including those previously awarded a grant, as well as those not previously funded, would need to submit a new application seeking a grant award. Due to limitations on funding and the number of applications typically received, it is highly likely that not all applicants will receive a grant.

**6. I am interested in writing for the shared vision RFP when it comes out but I would like to know more about the requirements. I have looked on the website and don't feel like I have a good explanation. Do you have some resources that might be helpful? (Added 7/23/19)**

**A:** The funding opportunity description will be posted to the [Shared Visions Preschool Program web page](#) in the near future. It will list the requirements of the program and offer a section outlining the performance criteria and the services to be delivered. In addition, there will be a recorded webinar posted on the [Shared Visions Preschool Program web page](#) in December of 2019. It will provide an overview of related legislation, program requirements, and application completion.

Some requirements of the Shared Visions Preschool Program include the following:

- Provide a comprehensive quality preschool program experience in a classroom setting for children at-risk who are ages three to five years,
- Enroll no fewer than 80% of age-eligible children who are from families at or below 130% of the federal poverty guideline (primary eligibility),
- Enroll no more than 20% of age-eligible children based on other at-risk factors (secondary eligibility),
- Meet one of three sets of program standards as identified within the application: National Association for the Education of Young Children, Iowa Quality Preschool Program Standards, **OR** Head Start Program Performance Standards,
- Awarded applicants must participate in the associated monitoring process for the selected program standards:
  - NAEYC – Accreditation Process conducted by the National Association for the Education of Young Children,
  - IQPPS – State Review and Activities conducted by the Iowa Department of Education, or
  - HSPPS – Head Start Monitoring System/Federal Review conducted by the Office of Head Start,
- Maintain the program standards identified in the awarded application throughout the 5-year grant cycle,

- Maintain a classroom ratio of 1 adult for every 8 children, and
- Maintain an agreement with Teaching Strategies, LLC under the Iowa *GOLD*® State Service Umbrella Agreement and complete three state-determined checkpoints with all enrolled children.

### *Applicant Eligibility*

**1. Who is eligible to apply? (Added 5/2/19)**

**A:** Any public school, non-profit licensed child care center, Head Start agency, community action agency, current Shared Visions grantee, or other public, non-profit agency may apply. Interested applicants must be able to meet requirements as outlined in [Iowa Code section 256A](#) and [281-Iowa Administrative Code 64](#) if awarded a grant.

**2. I am a Registered Child Development Home-Category B provider. Would I qualify for this grant? If so, can I use it to fix up my backyard? (Added 5/3/19)**

**A:** No, Registered Child Development Home providers are not eligible for this grant. Eligible applicants include any public school, non-profit licensed child care center, Head Start agency, community action agency, current Shared Visions grantee, or other public, non-profit agency.

**3. I'd like to know who can apply for the Shared Vision Grants. I am currently a category A child development home, but this summer I will be doing day camps, and starting in August I will be operating enrichment programs for kids age 3-6. It will be a kind of preschool alternative, for kids to have a place to go after or before half day preschool or kindergarten. (Added 5/3/19)**

**A:** No, Registered Child Development Home providers are not eligible for this grant. Eligible applicants include any public school, non-profit licensed child care center, Head Start agency, community action agency, current Shared Visions grantee, or other public, non-profit agency.

**4. Are schools that participate in Statewide Voluntary Preschool eligible for the Shared Visions Grant? (Added 5/3/19)**

**A:** Yes, eligible applicants include any public school, non-profit licensed child care center, Head Start agency, community action agency, current Shared Visions grantee, or other public, non-profit agency. A school that participates in the Statewide Voluntary Preschool Program may braid funding if awarded a Shared Visions Preschool grant as long as there is no supplanting of funds, meaning a child may not be supported by two funding sources during the same portion of the day. Awarded grantees must ensure program requirements for each funding source are met, with the most stringent requirement(s) taking precedence. An example would be maintaining the 1:8 ratio required by Shared Visions Programs at any point in time that Shared Visions funds are supporting the program. An awarded applicant is required to maintain accurate accounting records of revenues and expenditures, as well as ensure that the use of funds is appropriate for each funding source.

**5. How would a district determine that they would be a good candidate to apply for the Shared Visions grant? (Added 5/3/19)**

**A:** A review of the needs, as well as an analysis of the poverty levels, within the identified service area would help an interested applicant determine how many eligible children and families would benefit from a Shared Visions grant.

Upon release of the application in November 2019, a description of the funding opportunity as well as a scoring rubric will be made available. This will outline all of the program requirements,

as well as the application questions and amount of points awarded for each section. These documents will be located on the [Shared Visions Preschool Program web page](#) under the section titled Application, as well as within [IowaGrants.gov](#).

The Shared Visions Preschool Program funds require a program to provide a comprehensive quality preschool program experience for children at-risk who are ages three to five years. All guidance documents, as well as links to the corresponding Iowa Code and Iowa Administrative Code, may be found on the [Shared Visions Preschool Program webpage](#). A review of these documents will help an interested applicant understand grant requirements and the purpose of the program. A few of the program requirements include:

- Enroll no fewer than 80% of age-eligible children who are from families at or below 130% of the federal poverty guideline (primary eligibility),
- Enroll no more than 20% of age-eligible children based on other at-risk factors (secondary eligibility),
- Meet the program standards and accreditation criteria of the National Association for the Education of Young Children, Iowa Quality Preschool Program Standards, **OR** Head Start Program Performance Standards,
- Maintain the program standards identified in the awarded application throughout the 5-year grant cycle,
- Maintain a classroom ratio of 1 adult for every 8 children, and
- Maintain an agreement with Teaching Strategies, LLC under the Iowa *GOLD*® State Service Umbrella Agreement and complete three state-determined checkpoints with all enrolled children.
- Provide an annual in-kind match of at least 20% of the total grant award

**6. I read the income guidelines. Can you tell me if that applies only to children enrolled in the program, or does a school need to have a certain threshold of Free and Reduced lunch before we can apply for the funding? (Added 5/3/19)**

**A:** There is not a required threshold of free and reduced lunch (FRL) in order to be eligible for a grant. Interested applicants will complete information within the grant application that is related to the need for programming and the population that is at-risk within the identified service area. It is required that at least 80% of children enrolled and funded by the grant meet the income eligibility guidelines. Other children may be enrolled based on secondary eligibility factors provided they are served on a sliding fee schedule determined locally. Additionally, the program may include children not at risk (not meeting either type of eligibility criteria), provided they are fully supported by alternate funding sources (no grant funds support their participation) and meet other age requirements. Children not at risk and funded by alternate sources are not included when determining the requirement of enrolling 80% or more based on primary eligibility and 20% or less based on secondary eligibility.

For example, consider a classroom serving 16 children with 10 funded by grant dollars and 6 funded by tuition who do not meet eligibility guidelines for Shared Visions. Of the 10 funded by the grant, 8 or more must be enrolled based on income (primary eligibility) and no more than 2 may be enrolled based on secondary risk factors. The 6 children funded by tuition are not included when determining the percentages for eligibility requirements.

**7. If I have 2 classes of preschool with a total of 30 students, 21 applied for scholarship funding because they considered themselves at-risk, but only 5 met the threshold of 130%, would we**

**not qualify for the grant? Or am I able to write the grant just for 5-7 at-risk kiddos who do meet the threshold?** (Added 12/5/19)

**A:** It is recommended applicants review the *Documentation of Need* section within the application and scoring rubric as it will provide guidance related to determining need and risk within the community/service area. An interested applicant would want to review the amount of need in the community/service area and write a grant designed to meet the existing need. Depending on the level of need and number of students meeting the eligibility criteria, this may result in the development of a classroom that would solely serve students meeting the identified eligibility criteria. Or, as described in the example within the question with only 5-7 of 30 existing students meeting income eligibility, the applicant could plan and write a grant that would propose serving those 5-7 students within a classroom. The remaining students could be enrolled but would be supported by an alternate funding source.

**8. Does the grant go by free/reduced numbers and if it does what would qualify?** (Added 5/3/19)

**A:** There is not a required threshold of free and reduced lunch (FRL) in order to be eligible for the grant. Interested applicants will complete information within the grant application that is related to the need for programming and the population that is at-risk within the identified service area. It is required that at least 80% of children enrolled and funded by the grant meet the income eligibility guidelines. Other children may be enrolled based on secondary eligibility factors provided they are served on a sliding fee schedule determined locally.

The Department and Child Development Coordinating Council are committed to ensuring funds are provided to programs serving children identified as most at-risk. The grants to be awarded will be determined based on the number of grant applications received, quality of grant application, established need, and available funding.

**9. What are the program requirements to be able to apply?** (Added 12/5/19)

**A:** Eligible applicants include any public school, non-profit licensed child care center, Head Start agency, community action agency, current Shared Visions grantee, or other public, non-profit agency in Iowa. Grant funds are required to be used for providing a comprehensive, quality preschool program experience for children at-risk who are ages three to five years. An applicant may review the [Funding Opportunity Description](#) available on the Shared Visions Preschool Program web page which outlines the services to be delivered and grant requirements. A few program requirements include:

- Enroll no fewer than 80% of age-eligible children who are from families at or below 130% of the federal poverty guideline (primary eligibility),
- Enroll no more than 20% of age-eligible children based on other at-risk factors (secondary eligibility),
- Meet the program standards and accreditation criteria of the National Association for the Education of Young Children, Iowa Quality Preschool Program Standards, **OR** Head Start Program Performance Standards,
- Maintain the program standards identified in the awarded application throughout the 5-year grant cycle,
- Maintain a classroom ratio of 1 adult for every 8 children, and
- Maintain an agreement with Teaching Strategies, LLC under the Iowa *GOLD*® State Service Umbrella Agreement and complete three state-determined checkpoints with all enrolled children.
- Provide an annual in-kind match of at least 20% of the total grant award.

**10. Is there a specific list of risk factors referenced as identified in the grant application besides poverty? (Added 1/9/20)**

**A:** Identified risk factors are defined in 281-Iowa Administrative Code 64.

- Primary eligibility is based on income guidelines of 130% or below the federal poverty guidelines.
- Children are eligible based on secondary risk factors if they meet one or more of the following criteria.

*If the child:*

- 1. Is functioning below chronological age in two or more developmental areas, one of which may be English proficiency, as determined by an appropriate professional;*
- 2. Was born at biological risk, such as low birth weight (under 1500 grams—approximately three pounds) or with a diagnosed medical disorder, such as spina bifida or Down’s syndrome;*
- 3. Was born to a parent who was under the age of 18; or*
- 4. Resides in a household where one or more of the parents or guardians:  
Has not completed high school;  
Has been identified as a substance abuser;  
Has been identified as chronically mentally ill;  
Is illiterate;  
Is incarcerated; or  
Is a child or spouse abuser.*
- 5. Has other special circumstances, such as foster care or being homeless.*

*Current (FY16-FY20) Shared Visions Grantees*

**1. Do I have to apply if I am a current grantee? (Added 5/2/19)**

**A:** Yes, any program interested in operating a Shared Visions Preschool Program in FY21, July 2020 – June 2021, will need to apply for funding. This includes programs that were previously awarded funding and who are currently providing a Shared Visions Preschool Program. Funding for the program is limited; therefore, the application process is highly competitive and it is likely that not all applicants will receive funding.

**2. For clarification, if a district who currently has Shared Visions Preschool funding does not apply for the FY21 grant, will they lose their funding next year? (Added 5/2/19)**

**A:** Current Shared Visions Preschool grantees were initially awarded funds for FY16 with an option to renew funding for FY17 through FY20, a total of five years. Current grants conclude on June 30, 2020 and no future funding is guaranteed or available through a renewal option. If a current Shared Visions Preschool grantee does not apply for the FY21 grant they will not receive any funding for FY21 which begins on July 1, 2020. If interested in continuing to operate a Shared Visions Preschool Program in FY21, current grantees must submit a competitive application. Due to limited funding, it is highly likely that not all applications will be awarded.

**3. I have a quick question about the next round of Shared Visions grants. Is the DE looking at funding programs that are expanding or can we make a case to continue receiving support for funding three-year-old preschool? (Added 12/5/19)**

**A:** It is recommended applicants review the *Documentation of Need* section within the application and scoring rubric as it will provide guidance related to determining need and risk within the community/service area. Any services to be considered for funding in FY21 must be

submitted through the application process. Services currently funded by a Shared Visions grant will not automatically receive renewal funding. Current grantees may determine whether they would like to apply for funding that would continue supporting the services already in place and/or include a plan for expanding services to more children within the same location/building. Any services proposed for a different location or building within the community would need to be submitted for consideration within a separate application.

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## **II. Technical Requirements**

### *Online Application System*

**1. How do I complete an application? (Added 5/2/19)**

**A:** The FY21 Shared Visions Preschool application must be submitted to the Department of Education through the online grant application system, [IowaGrants.gov](http://IowaGrants.gov). Instructions for completing the application will be made available closer to the opening of the application and will be posted on the [Shared Visions Preschool Program webpage](#).

**2. How do I register in Iowa Grants? (Added 5/2/19)**

**A:** Instructions for registering in [IowaGrants.gov](http://IowaGrants.gov) can be found on the [Shared Visions Preschool Program webpage](#) in the *Guidance Documents* section.

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## **III. Application Completion**

### *Writing the Application*

**1. Is there a pre-determined amount we should apply for or do we choose an amount based on our program's costs? (Added 5/2/19)**

**A:** There is not a pre-determined amount for which interested applicants should apply. An applicant should write for an amount that they anticipate will cover the costs of the proposed program and services to be provided while meeting the required 20% in-kind match.

**2. On the [General Classroom Information \(PCI2 and PCI3\)](#) section, it says to put an estimate for number of students. Is it appropriate to put a range? It all depends on whether we have 3-4 shared visions in a classroom depending on the needs of the 2-3 special education students. Or do you prefer not to put a range?**

**Example: 3-4 Shared Visions, 9-10 SVPP, 2-3 special education (without exceeding 16 unless there is an additional adult).** (Added 1/9/20)

**A:** Report an estimated number of children to be served without using a range. Since it is an estimation, final numbers of children to be served, if awarded a grant, may differ slightly from what is entered in the application. An applicant may provide a description outlining how the number of children to be served may vary in the *Other Clarifying Information* narrative box at the bottom of this section.

**3. My other question is whether the format matters. Is bulleted information appropriate? (Added 1/9/20)**

**A:** There are no requirements regarding format; bulleted information is allowable as long as the sections of the application allow it.

- 4. We have a single license and accreditation but serve 3-5 year-olds in two different buildings. Are we required to submit more than one application for Shared Visions funding?** (Added 1/9/20)

**A:** All applications must be site specific. If an organization has two sites with different addresses and wants to apply for funding to allow a classroom at each site to serve children through the grant, a separate application would be required for each.

If an organization has one site with multiple buildings at a shared address, only one application is necessary. An example of one site with multiple buildings would be when an organization has one address with a facility that has Building A, Building B, and Building C within the same complex (at the same address). In this instance, only one application is necessary for that site even though classrooms may be spread across Building A, Building B, and Building C.

- 5. What is considered documentation for purpose of illustration in DN1 and DN2?** (Added 1/9/20)

**A:** For questions DN1 and DN2, narrative responses are requested. Documentation is data from factual public reporting sources included within the narrative to support the requested information. There is no need to upload any hard documents, but sources of data used should be cited.

#### *Submission*

- 1. Do you only need to complete the application online in Iowa Grants or do you need to send it once it is done?** (Added 5/2/19)

**A:** Once an application is completed, it must be electronically submitted through the Iowa Grants system. Specific instructions for how to complete the submission process will be made available closer to the deadline for the application and will be posted on the [Shared Visions Preschool Program webpage](#). No paper copies will be accepted.

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## **IV. Funding/Budgets**

### *General Guidance*

- 1. Is there a pre-determined amount we should apply for or do we choose an amount based on our program's costs?** (Added 5/2/19)

**A:** There is not a pre-determined amount for which interested applicants should apply. An applicant should write for an amount that they anticipate will cover the costs of the proposed program and services to be provided while meeting the required 20% in-kind match.

- 2. How much funding is typically received for a grant?** (Added 5/2/19)

**A:** The amount received for a grant will correlate to the needs identified by the applicant such as the number of participants to be served and the comprehensive services to be provided. Therefore, awarded amounts will vary. All awards are contingent upon the annual state appropriation.

**3. Are the Shared Visions grants intended to offset the entire cost of programming, or is there an expectation for the district to fund a portion?** (Added 5/3/19)

**A:** Applicants may write for a budget that either fully covers the costs of the program or partially cover costs if there is a plan to braid funding. All awarded grantees are required to report a 20% in-kind match of the total grant award.

**4. Is there any type of guidelines for budget?** (Added 12/5/19)

**A:** There is a budget guidance document available within [IowaGrants.gov](http://IowaGrants.gov) where the application can be accessed. It may be viewed even if an individual is not a registered user by going to [IowaGrants.gov](http://IowaGrants.gov) and selecting *Grant Opportunities* from the menu on the left-hand side of the page. Next select *FY21 Shared Visions Preschool Application* from the *Title* column. This will open the funding opportunity description and provide access to associated documents and web links. Scroll down to the *Attachments* section and select *FY21 Budget Guidance* under the *File Name* column. This will open the budget guidance for the FY21 Shared Visions Preschool Application.

**5. Is there anything we can't put into the grant? Is it able to cover salaries, setup, location cost, etc?** (Added 12/5/19)

**A:** Allowable costs are covered within the *FY21 Budget Guidance* document available in [IowaGrants.gov](http://IowaGrants.gov). Salaries and benefits are allowable costs within the grant award if they are for personnel who are providing direct services to the children enrolled in the Shared Visions preschool program. Set-up costs, if defined as purchasing the needed materials for the program, may be considered within the budget category of Supplies and Equipment; however, this budget category is limited to ten percent of the total grant award. Location costs such as rent and utilities are allowable within the Other Expenses budget category; however, this budget category is also limited to ten percent of the total grant award.

It is recommended interested applicants review the budget guidance for further details. To access this document, go to [IowaGrants.gov](http://IowaGrants.gov) and select *Grant Opportunities* from the menu on the left-hand side of the page. Next select *FY21 Shared Visions Preschool Application* from the *Title* column. This will open the funding opportunity description and provide access to associated documents and web links. Scroll down to the *Attachments* section and select *FY21 Budget Guidance* under the *File Name* column. This will open the budget guidance for the FY21 Shared Visions Preschool Application.

**6. Are there any restrictions as to how many locations in our program can apply? Or a cap on funds provided to one agency?** (Added 12/5/19)

**A:** There are no restrictions for the number of locations within an agency or the amount of funds that can be provided to one agency. Applications are location-specific and would be developed to meet the needs of that specific service area. An applicant should develop a budget based on the amounts anticipated to cover the costs of the proposed program and services to be provided. In addition, applicants need to consider the ability to meet the required 20% in-kind match of each awarded grant.

**7. It sounds like we can apply for funds to support our current program, however, is it best to indicate additional, expanded services to enhance eligibility for the SV grant?** (Added 1/9/20)

**A:** This is dependent on how current programming is funded. There may be no supplanting of funds; meaning a grantee may not use multiple funding sources to support the same child

during the same portion of the day. In addition, it is recommended the applicant review the *Documentation of Need* section of the *FY21 Shared Visions Preschool Scoring Rubric* which outlines the points to be awarded for documenting the need for a program serving children who meet the identified risk factors. A Shared Visions Preschool classroom is meant to meet the identified needs of the community and service area. If a needs assessment of the service area indicates additional, expanded services would benefit eligible children and families, an applicant may choose to apply for grant funds to meet these needs.

**8. What in-kind expenses are eligible for inclusion as part of the 20% match requirement? What type of documentation is required to support the match? (Added 1/9/20)**

**A:** In-kind funding may include donated services, time, and goods. For example, community members or local organizations may contribute services such as vision screenings, classroom materials and/or volunteer in the classroom. A program may also receive free or discounted use of buildings/space, telephone or utilities, which may be considered in-kind support. It would also be appropriate to consider expenses not covered by the grant that are funded through other sources but which are necessary for the operation of the program as in-kind support. Other state or federal funding may be used to meet the 20% match of in-kind, but please note that supplanting of funds is not allowable.

Anticipated in-kind support will be reported annually in the renewal application with final in-kind support reported in the annual year-end report. Documentation of in-kind support must be locally maintained and available upon request.

**9. For programs that provide transportation for 4 year old participants, can the cost of bus drivers, fuel and vehicle repairs be included in the proposed budget? (Added 1/9/20)**

**A:** When the provision of transportation may be necessary for children to participate in the program, such costs can be included in the program budget. Grant funds may only be used for the portion of the cost directly related to the children enrolled in the Shared Visions program. Children participating in the program who are not supported by the Shared Visions grant must have transportation costs covered by alternate funding sources.

**10. Is there a stated maximum grant amount that can be requested per grantee? (Added 1/9/20)**

**A:** There is not a maximum amount for which interested applicants may apply. An applicant should write for an amount that they anticipate will cover the costs of the proposed program and services to be provided while meeting the required 20% in-kind match. Budget requests will be considered and reviewed to determine if amounts requested align with the proposed services.

*Braiding Funds*

**1. Is it allowable for children funded by other sources to participate in the Shared Visions Preschool classroom? (Added 5/2/19)**

**A:** A grantee may braid funding sources as long as there is no supplanting of funds meaning a grantee may not use multiple funding sources to support the same child during the same portion of the day.

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## **V. Program Requirements**

### *Program Standards*

**1. Are there required program standards?** (Added 5/2/19)

**A:** Yes, interested applicants must identify in the application which of three approved program standards will be implemented. Applicants may choose from National Association for the Education of Young Children (NAEYC) Accreditation, Iowa Quality Preschool Program Standards (IQPPS), or Head Start Program Performance Standards (HSPPS). Programs choosing HSPPS must be an awarded Head Start grantee or delegate agency under the Federal Office of Head Start. Programs shall meet the selected program standards within the first year of funding. Awarded grantees are to maintain the program standards identified in the awarded application throughout the five-year grant cycle. Refer to [281 Iowa Administrative Code—64.15](#) for more detailed information.

**2. Can any of the preschool program guidelines be followed?** (Added 5/3/19)

**A:** This is being interpreted as an inquiry related to preschool program standards. Interested applicants may select one of three approved program standards: National Association for the Education of Young Children (NAEYC) Accreditation, Iowa Quality Preschool Program Standards (IQPPS), or Head Start Program Performance Standards (HSPPS). Programs choosing HSPPS must be an awarded Head Start grantee or delegate agency under the Federal Office of Head Start. Programs shall meet the selected program standards within the first year of funding. Awarded grantees are to maintain the program standards identified in the awarded application throughout the five-year grant cycle. In addition, a program must participate in the review and monitoring process associated with the selected program standards.

**3. Someone mentioned accreditation was required, but I couldn't find that on the site anywhere. Is that accurate?** (Added 12/5/19)

**A:** This is referring to requirements for the current grant awards which include the maintenance of NAEYC Accreditation. However, for the upcoming grant period of FY21 through FY25, interested applicants may select one of three approved program standards: National Association for the Education of Young Children (NAEYC) Accreditation, Iowa Quality Preschool Program Standards (IQPPS), or Head Start Program Performance Standards (HSPPS). Awarded grantees are to maintain the program standards identified in the awarded application throughout the five-year grant cycle. Therefore, programs choosing NAEYC Accreditation must achieve and maintain accreditation throughout the five-year grant cycle.

**4. Our program is a Head Start grantee and we, as the applicant, do participate in the federal review and monitoring process under the Federal Office of Head Start. The classrooms themselves will not participate; but all management, program policies, and procedures that we use to operate the Shared Visions classrooms will be subject to the review. If we propose to operate Shared Visions classrooms under this application and do not plan to braid any Head Start funding in these classrooms but do plan to operate them under Head Start Program Performance Standards will we meet the criteria under DAP1 for participating in the associated monitoring process for the selected program standards?** (Added 1/9/20)

**A:** This would not meet the criteria because the classrooms would not be subject to the associated monitoring process, only the organization. This would be the same for any of the program standards. For example, consider an organization that has some sites or classrooms

that are NAEYC Accredited, and some that are not NAEYC accredited. While the organization has been subject to the NAEYC monitoring process, only some of the classrooms have participated in the monitoring process. It would not meet the criteria for the organization to choose NAEYC Accreditation as the selected program standards for a classroom that didn't participate in the monitoring process to achieve NAEYC Accreditation.

#### *Ratio/Class Size*

- 1. What is the required ratio?** (Added 5/2/19)  
**A:** Any classroom serving children funded by Shared Visions Preschool grants must maintain a child-teacher ratio of not less than one staff member per eight children.
- 2. Is the classroom limited to 8 children and one teacher, or would 2 teachers with 12 be acceptable with three and four-year-old children?** (Added 12/5/19)  
**A:** The required ratio is one adult for every 8 children. If more than 8 children are enrolled, a second adult would be required to maintain the required ratio. Therefore, two teachers with twelve children ages three- and four-years old would meet the required ratio.

#### *Enrollment/Student Eligibility*

- 1. What are the requirements for enrollment of children? How is "at-risk" defined?** (Added 5/2/19)  
**A:** Grantees are required to enroll children based on primary and secondary eligibility guidelines. It is required that grantees document the number of children enrolled under primary and secondary eligibility and the criteria used for enrollment.  
  
Primary Eligibility: No fewer than 80% of age-eligible children who are from families at or below 130% of the federal poverty guideline may be enrolled per [IAC 281-64.7](#). Tuition or fees may not be charged to children and families enrolled based on primary eligibility.  
  
Secondary Eligibility: No more than 20% of age-eligible children may be enrolled based on other at-risk factors as defined in [IAC 281-64.8](#). Children enrolled based on secondary eligibility and above the income eligibility guidelines may be served on a sliding fee schedule determined at the local level.
- 2. Can children who don't meet the eligibility requirements attend the Shared Visions classroom?** (Added 5/2/19)  
**A:** The program may include children not at risk, provided they are at full pay (or funded through an alternate funding source), meaning no grant funds support their participation, and meet age requirements. These children must be included when determining the requirements for class size maximum and child-teacher ratio.
- 3. Is there a number of children in a classroom who need to meet the income eligibility guidelines?** (Added 5/3/19)  
**A:** Rather than a specified number of children who need to meet the eligibility guidelines, there is a specified percentage. Of those children supported by grant funds, programs must enroll no fewer than 80% who are age-eligible and from families at or below 130% of the federal poverty guideline. No more than 20% of children who are supported by grant funds may be enrolled based on age eligibility and other at-risk factors as defined in [IAC 281-64.8](#).

The program may include children not at risk, provided they are at full pay (or funded through an alternate funding source), meaning no grant funds support their participation, and meet age requirements. These children must be included when determining the requirements for class size maximum and child-teacher ratio. However, these children are not included when determining the requirement of enrolling 80% or more based on primary eligibility and 20% or less based on secondary eligibility.

For example, consider a classroom serving 16 children with 10 funded by grant dollars and 6 funded by tuition who do not meet eligibility guidelines for Shared Visions. Of the 10 funded by the grant, 8 or more must be enrolled based on income (primary eligibility) and no more than 2 may be enrolled based on secondary risk factors.

4. **If we don't meet the 80% income under 130% of poverty guidelines is it worth our while to apply? How do other schools get this number? We don't have everyone apply to see if they are free and reduced so we don't have how much our preschool guardians are making.** (Added 12/13/19)

**A:** It is recommended that applicants review the Documentation of Need section within the application and scoring rubric as it will provide guidance related to determining need and risk within the community/service area. It states the need to use factual, public reporting sources which may include the state data center, county data sources, local school district data regarding free and reduced-price lunch percentages for K-12, or other public reporting sources. When determining whether 80% of enrolled children meet primary eligibility (income guidelines), this is calculated based on the number of children an applicant chooses to fund by the grant rather than the total number of children enrolled in a classroom. For example, if there are 10 children funded by the Shared Visions grant in a classroom of 16, the 80% would be calculated based on the 10 grant-funded children. It is a local decision whether to apply for a Shared Visions Preschool grant.

5. **A portion of the description states, "Due to limited funding, grant awards will be targeted to those areas or communities in Iowa where there is a high percentage of child poverty, a high number of unserved eligible children, and evidence of factors creating an increased need for quality child development programs serving children meeting the identified risk factors." Is there a suggested percentage of child poverty that could impact the "determination of need" for a district? What might be some examples of "factors creating an increased need for quality child development programs"?** (Added 12/5/19)

**A:** There is not a suggested percentage of child poverty aligned to the determination of need. An applicant will provide information and data supporting the need within the identified service area. The scoring rubric applies more points to the Documentation of Need section of the application which supports the identification of programs serving those most at-risk within the pool of applicants.

Examples of factors creating an increased need for quality child development programs are listed in the scoring rubric and application forms within the Documentation of Need section. The factors listed include:

- Loss of major employers
- High incidence of child abuse
- High rates of teenage pregnancy and homelessness
- Lack of support services for children and families in the service area
- Possible loss of a current Shared Visions grant

The scoring rubric can be found on the [Shared Visions Preschool Program web page](#) under the section titled *Application*, as well as within [IowaGrants.gov](#).

### *Reporting*

**1. What kind of reporting is required if awarded a grant? (Added 5/2/19)**

**A:** Mid-year budget reports, annual year-end reports, and annual renewal applications, as well as information necessary to allow the Department to create unique student ID numbers will be required. Programs must also follow all reporting requirements necessary to maintain the selected program standards (NAEYC Accreditation, IQPPS, or HSPPS). In addition, it is required that three checkpoints be completed with all enrolled children in *GOLD*® on the *MyTeachingStrategies*™ online platform. To do this, awarded grantees must establish an account and maintain a local agreement with Teaching Strategies, LLC under the Iowa *GOLD*® State Service Umbrella Agreement.

### *Staff/Classroom Design*

**1. What determines a “qualified teacher” for a shared visions classroom? (Added 12/5/19)**

**A:** Teaching staff must meet the educational qualifications outlined in the program standards selected by the applicant: NAEYC Accreditation, IQPPS, or HSPPS. In addition, the *Staff Certification and Development Plan* section of the *FY21 Shared Visions Preschool Scoring Rubric* outlines the points awarded based on the educational qualifications of staff. The scoring rubric can be found on the [Shared Visions Preschool Program web page](#) under the section titled *Application*, as well as within [IowaGrants.gov](#).

**2. Is this classroom meant to be a partner classroom for a UPK classroom, or do children go from a shared visions to a UPK or from a shared visions to kindergarten? (Added 12/5/19)**

**A:** A Shared Visions Preschool classroom is meant to meet the identified needs of the community/service area. All the options described in the question could be considered when designing the program to meet the needs of a community. This is all locally determined as an applicant decides how the program can fill the gaps or meet the needs of eligible children and families within the community. For example, if a community identifies there are few programs serving eligible three-year-olds, they may choose to design a program that would serve this population who would then transition to a SWVPP (UPK) classroom as four-year-olds. If the applicant identifies there is a gap in services for eligible four-year-old children (for example, only a partial day offered but families need extended services), they may choose to design a Shared Visions program that extends services outside of those hours offered by the SWVPP.

**3. Must we define a single classroom/teacher as only having kids in it from shared visions? Or can we distribute shared visions funded students across all of our classrooms? Our overarching goal is to provide as integrated and as a high-quality program as we can for all students. By not clustering those with the highest poverty or IEP's, it would allow us to provide a richer experience for all students. Right now, we have 3 full day sections and 4 half day sections of preschool in place. Our intention would be to use shared visions money to fully fund one of these positions but distribute the children across all 7 sections. (Added 12/5/19)**

**A:** It is not required to define one single classroom or teacher for the Shared Visions Preschool Program. Spreading eligible children across classrooms is allowable. Some considerations include:

- All classrooms serving any children funded by the Shared Visions grant would need to meet program requirements, such as maintaining a ratio of one adult for every eight children.
- All classrooms and teaching staff providing services to children funded by the Shared Visions grant would need to be reported in annual year-end reports and renewal applications.
- Shared Visions funds could be used to cover a percentage of a teacher's salary and benefits based on the percentage of children funded by the grant and enrolled in the corresponding classroom. While the total amount may equal the salary of one full-time teacher, it would need to be prorated according to how services are provided (rather than just cover the salary for one teacher when multiple staff members are providing services under the grant).
- The number of children who must be enrolled based on primary eligibility of income level must meet 80% of the total enrolled and funded by the grant. This would be calculated by grouping all children enrolled based on Shared Visions eligibility rather than by classroom.
  - For example, if you have 16 children enrolled in each of five classrooms with four children funded by the Shared Visions grant in each, you are serving a total of 20 children with the Shared Visions grant. Of those 20 children, at least 16 would need to be eligible based on income guidelines to meet the required 80% of enrollment by primary eligibility. The other 4 children supported by Shared Visions grant funds could be enrolled based on secondary eligibility for Shared Visions.

**4. Is there a required or preferred number of hours for 3-year-olds to attend preschool if they are funded through Shared Visions?** (Added 12/5/19)

**A:** The length of programming is locally determined and should be based on the needs identified within the community/service area. The *Program and Classroom Information* section of the *FY21 Shared Visions Preschool Scoring Rubric* addresses programming related to length of day and number of days per week. It is recommended applicants review this information when developing their program service delivery plan. This document is located on the [Shared Visions Preschool Program web page](#) under the section titled *Application*, as well as within [IowaGrants.gov](http://IowaGrants.gov).

**5. Can we provide 2 part-day classes or does it have to be full days with the grant?** (Added 12/5/19)

**A:** The length of programming is locally determined and should be based on the needs identified within the community/service area. The provision for part-day and full-day programming is considered within the *Program and Classroom Information* section of the *FY21 Shared Visions Preschool Scoring Rubric*. It is recommended applicants review this information when developing their program service delivery plan. This document is located on the [Shared Visions Preschool Program web page](#) under the section titled *Application*, as well as within [IowaGrants.gov](http://IowaGrants.gov).

**6. Our district provides preschool for 3 year olds on two full days per week and for 4 year olds on the other 3 days per week. Would this be considered 5 full days of preschool or would each group, 3 year olds and four year olds both need to have 5 full days in order to be considered as 5 full days of programming?** (Added 1/9/20)

**A:** Each group would be considered separately since they are attending different days of the week. To have five full days of programming, a group of children would need to attend a program for five days per week for seven or more hours per day. Please refer to *Program and Classroom Information* section of the *FY21 Shared Visions Preschool Scoring Rubric* for details on how length of programming will be considered and scored in the application.

- 7. We have 7 hours in the school day, but no before or after school child care attached to our program. Should this be provided as well in order for this to be viewed as a comprehensive program?** (Added 1/9/20)

**A:** A Shared Visions Preschool classroom is meant to meet the identified needs of the community/service area. As shown in the *Program and Classroom Information* section of the *FY21 Shared Visions Preschool Scoring Rubric*, full-day programming is encouraged and will receive more points when applications are scored. Full-day programming has been defined as seven or more hours per day for five days per week. The *Other Resources and Services* portion of the *Service Description Plan* section of the application will require the applicant to consider whether child care is needed for eligible children to participate in the program. An assessment of the needs within the community will guide an applicant as to whether children and families need a program to offer child care in addition to a full day of services. If determined necessary, this could be offered through the applicant program or through a partnership with a local child care provider to ensure children enrolled in the program have an extended-day option if needed.

#### *Other Requirements*

- 1. Is an external evaluation of program success/impact required and if so, can grant funds be used to cover the cost of the external evaluation?** (Added 1/9/20)

**A:** An external evaluation of program success/impact is not required. If an awarded grantee would determine to use an external evaluation, it would be allowable to use grant funds for this purpose.

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## **VI. Technical Assistance/Contacts:**

### *Iowa Grants Online Application System*

- 1. Who do I contact if I have issues with the application system? For example, if I have troubles with registering or experience issues with saving my information?** (Added 12/5/19)

**A:** Contact Amy Stegeman via email at [Amy.Stegeman@iowa.gov](mailto:Amy.Stegeman@iowa.gov).

### *Application Development and Planning*

- 1. Who should I contact if I have questions about how to develop the application and plan for services to be provided?** (Added 12/5/19)

**A:** Contact the Area Education Agency for your geographic location by reaching out to the person listed below. To determine which AEA you should contact, visit the [Find My AEA page](#) on Iowa's Area Education Agencies website.

**Central Rivers:** Michelle Haberman, [mhaberman@centralriversaea.org](mailto:mhaberman@centralriversaea.org)

**Grant Wood:** Jeanie Wade-Nagle, [jwade@gwaea.org](mailto:jwade@gwaea.org)

**Great Prairie:** Anne Michel, [anne.michel@gpaea.org](mailto:anne.michel@gpaea.org)

**Green Hills:** Ami Leath, [aleath@ghaea.org](mailto:aleath@ghaea.org)

**Heartland:** Amy Hanken, [ahanken@heartlandaea.org](mailto:ahanken@heartlandaea.org)

**Keystone:** Angie Squires, [asquires@aea1.k12.ia.us](mailto:asquires@aea1.k12.ia.us)

**Mississippi Bend:** Jennifer Jansen, [jjansen@mbaea.org](mailto:jjansen@mbaea.org)

**Northwest:** Brenda Jenkins, [bjenkins@nwaea.org](mailto:bjenkins@nwaea.org)

**Prairie Lakes:** Marcie Lentsch, [mlentsch@plaea.org](mailto:mlentsch@plaea.org)