



Questions & Answers June 24, 2014

Q: Can a training institution submit more than one application?

A: Yes

Q: Should the amount of money being requested be in the proposal?

A: Yes

Q: Should the data references be listed on a separate page?

A: All data references should be cited. They may be cited as they are written on the same page or on a separate page.

Q: Should the matching funds show the total amount invested or just to meet the minimum required?

A: Total amounts of funds, (cash and in-kind) should be shown toward the project, even if it exceeds the minimum amount required.

Q: Do matching funds need to be spent by June 30, 2015 or just used toward the project?

A: Matching funds cash or in-kind may be spent toward the project itself and should be reflected within the project timeline but are not required to be spent by June 30, 2015.

Q: What is the definition of a certificate?

A: A certificate is awarded in recognition of an individual's attainment of measurable technical or occupational skills necessary to gain employment or advance within an occupation. These technical or occupational skills are based on standards developed or endorsed by employers. Certificates include, but are not limited to, post-secondary degrees/certificates, industry-recognized certificates, other recognized equivalents, and licensure. (Work readiness certificates are not included in this definition.)

A certificate is awarded in recognition of an individual's attainment of technical or occupational skills by:

- A state educational agency or a state agency responsible for administering vocational and technical education within a state.
- An institution of higher education described in Section 102 of the Higher Education Act (20 USC 1002) that is qualified to participate in the student financial assistance programs authorized by Title IV of that Act.
- A professional, industry, or employer organization (e.g., National Institute for Automotive Service Excellence certification, National Institute for Metalworking Skills, Inc.) or a product manufacturer or developer (e.g., Microsoft Certified Database Administrator, Certified Novell Engineer, Sun Certified Java Programmer) using a valid and reliable assessment of an individual's knowledge, skills, and abilities.

- A registered apprenticeship program.
- A public regulatory agency, upon an individual's fulfillment of educational, work experience, or skill requirements that are legally necessary for an individual to use an occupational or professional title or to practice an occupation or profession (e.g., FAA aviation mechanic certification, state certified asbestos inspector).
- A program that has been approved by the Department of Veterans Affairs to offer education benefits to veterans and other eligible persons.

Q: What types of things can UCAP funds be used for?

A: Curriculum development/purchase, salaries, equipment. Funds are to be used to expand capacity of existing programs and develop new programs to meet the Governor's 66% by 2020 initiative.

Q: Can funds be used to replace outdated equipment with new emerging technologies for existing programs?

A: If replacing the old equipment will create additional program capacity this is a possibility; however, if no additional capacity is created this will not be allowable.

Q: Is Overhead, Facilities and Administration an allowable cost? If so, at what rate? Also, if it is at a rate lower than our federally negotiated rate, can the unrecoverable costs be cost shared?

A: Yes, you may charge the grant up to 10% for indirect costs. The remaining that is not covered can and should be used as matching.

Q: On the signature page, where does the UCAT President sign?

A: On the Institution President line

Q: On the outcomes, do you only want numbers for the grant period of one year, or do you want outcomes for a longer time frame?

A: If it is a new program and it will not start until the following year, you would want to include the number of slots that would be available. If you are expanding an existing program and you will have students enter during the grant period, note how many will enter the first year and then also how many the following year.

Q: Do we keep the budget as a single page, or integrate into the grant. If a single page does that count as part of the 10 pages?

A: The budget template is considered an attachment and does not count toward the 10 pages. However, you will describe the budget line items within the proposal which is part of the page limit.

Q: What is a "Consortium Application"?

A: A consortium for public post-secondary institution applications must include 2 or more training institutions, e.g. UVU and MATC or SLCC etc.

A consortium for the economic development applications must include 2 or more economic development entities, e.g. Weber County and Davis County etc.

Q: Are 501c3's or for profit entities eligible applicants?

A: No. Eligible applicants are: Public Post-Secondary Training Institutions and Local, Regional or State Economic Developers.

Q: When is the first round of submission due?

A: There is one deadline for all submissions which is Monday, June 30, 2014 at 5:00 pm.

Q: Must all grant funds be expended by June 30, 2015?

A: Yes. Appropriations for the funding source are made on a yearly basis.

Q: If all funds cannot be expended by June 30, 2015 will extensions be granted?

A: No. Appropriations for the funding source are made on a yearly basis and all funds must be expended within the grant year.