

UniSIG 2017-18 Technical Assistance Webinar Questions

1. Does this format on the CIMS template apply for charters?

*Charter schools must follow a different procedure for submitting the school improvement plan. We have posted the webinar that was delivered by the Office of Independent Education and Parental Choice in the CIMS **Toolkit** at <https://www.floridacims.org/downloads/277>.*

2. Can we submit a DOE100A for all schools or must we complete a separate one for "each" school?

Only one DOE100A should be submitted for each local education agency (LEA).

3. How can I get a copy of the Charter School PowerPoint and/or Webinar?

*We have posted the webinar that was delivered by the Office of Independent Education and Parental Choice in the CIMS **Toolkit** at <https://www.floridacims.org/downloads/277>.*

4. Will there be a UniSIG tag for SIPs or do schools have to copy and paste everything one by one?

Individual school sites must include the strategies and action steps that were entered as part of District Problem Solving and the District Improvement and Assistance Plan (DIAP). There is currently not any functionality to pre-populate goals, strategies, or action steps from the DIAP to a specific school's School Improvement Plan (SIP).

5. I have heard mixed guidance regarding Extended Learning Time. Under what circumstances is it permitted to be funded by UniSIG?

If a school is required to extend learning time based on the Lowest 300 list and is also eligible to receive UniSIG funding, the district must first completely fund the extended learning time requirement fully from Supplemental Academic Instruction (SAI) and/or reading allocation funds before extended learning time may be funded from UniSIG. For example, if Sunshine Elementary School is already meeting the 900 hour requirement for instruction in grades K-3 but is not meeting the required 1080 hours of instruction in grades 4 and 5, the district must fund the extended learning time expenses for grades 4 and 5 using non-UniSIG funds. Once this requirement is met, a district may use UniSIG funds to cover expenses related to extended learning time for students in grades K-3 if desired. If a district is requesting to use funds for this purpose, the explanation should be clearly detailed in the narrative portion of the DOE101S. The Bureau of School Improvement will also request a detailed staffing plan showing how expenses will be encumbered to ensure that statutory requirements related to the Lowest 300 are being met prior to using UniSIG funds.

6. I missed the beginning. Should the UniSIG be available now? I don't have that option when I go to create a plan.

The UniSIG survey was launched within CIMS on Friday, September 1, 2017.

7. When do we get to see the SIGU tab so our school can tag it before they submit their SIP?

The SIGU tag is available in Step 4 of District Problem Solving within CIMS.

8. What will be the budget amendment process for schools if a budget item does not work out and another opportunity arises?

The budget amendment process will require a DOE150 and DOE 151 to be submitted to the Office of Grants Management in the event a change is required in either budget or program scope. Once the amendment request is submitted to OGM, it will be reviewed and either approved or rejected with feedback. The Regional Executive Director will be copied on all approvals and feedback related to amendments at UniSIG-eligible schools in an effort to provide additional support should it be needed.

9. Can indirect cost and administrative costs be both applied to the grant?

Only indirect costs may be applied to these federal funds.

10. Just to clarify, additional goals and action steps can be added into the UniSIG pertinent to the TOP schools only?

Yes, goals, strategies, and action steps specific to UniSIG schools may be added to the DIAP. However, all goals that will be funded through UniSIG should be tagged in Step 4 of District Problem Solving with the SIGU tag.

11. Can you please email the presentation to me, I don't have a CIMS password.

The UniSIG 2017-18 Technical Assistance Webinar has been posted for public access in the CIMS Toolkit at <https://www.floridacims.org/downloads/275>.

12. In the past, indirect costs were never applied to 1003a and 1003g. Do indirect costs impact the schools allocation?

Indirect costs may or may not be applied by a district. If a district chooses to do so, the percentage should be applied to the total funds allocated to the LEA.

13. Are schools required to indicate UniSIG as a funding source in their SIPs?

Yes. All activities that will be funded through UniSIG must show the funding source as UniSIG. The source is available from the drop-down menu in the budget portion of each school's SIP.

14. When will UniSIG funds be available to districts?

UniSIG funds will be made available to districts once a complete application is received and deemed to be substantially approvable.

15. With the SIG Unified Grant are there any provisions to change administration or select one of the four models (transformation, turnaround, closure, restart, etc.)?

No. The models mentioned in the question relate to the former SIG(g) competition and do not apply to UniSIG funds.

16. Why doesn't the Lowest 300 apply? So many of those schools are NOT a D or F but are "in trouble".

Districts are provided with SAI/reading allocation dollars through FEFP to fund expenses related to extended learning time for Lowest 300 schools. Only those schools listed in the allocation table are eligible to receive funds through the UniSIG program.

17. In the budget section, you're able to select all district, however, ONLY the TOP (qualifying schools) should be tagged-- on UniSIG--correct?

A district may select a specific group of schools or one specific school from the focus list when determining which strategies and action steps will be funded and implemented.

18. If a charter school has closed can its funding be used to support the other school sites listed?

Yes. However, funds that were earned based on the performance of students who attended the closed charter school should be used in 2017-18 to support those same students. In some cases, the closed school's students may be attending a school that is not listed in the allocation table. If this situation applies, funds may be used at another site. Please contact James Mills (james.mills@fldoe.org) within the Bureau of School Improvement to discuss these unique circumstances and how the application and budget will need to be constructed.

19. Is it permissible to use funds for teacher bonuses at qualifying schools?

Yes. However, the needs assessment should indicate a need for this activity in order to be considered for funding.

20. How can we request a copy of the sample Alachua Grant?

The sample UniSIG survey from Alachua County was used for illustration purposes only and does not represent a complete, approved application. We encourage each district to develop individual proposals that meet the needs outlined in the needs assessment.

21. You said some money was available beyond the SAI & Reading grants to support the \$ gap from 900 to 1080 minutes for K-3. My question is does the Lowest 300 school have to be a D or F? Our Lowest 300 school is a C.

UniSIG funds are available to support only Title I "D" or "F" schools from the 2016-17 school year and/or Title I or non-Title I high schools with a graduation rate of 67 percent or less based on data from the 2015-16 school year.

22. Can the Needs Assessment answers be specific to the DA schools, or is this a districtwide answer?

The district's needs assessment should address primarily the needs of schools most in need of improvement. However, a district's needs assessment may also address items in the district's strategic plan that do not directly relate to activities at schools that are eligible for UniSIG funding. Regardless, there must be information included in the needs assessment that directly supports funding the strategies and action steps at schools that are eligible for UniSIG funding.

23. Once approvable, will we be able to back spending back to 9-1-17?

Encumbering of funds is only allowable from the date that an application is considered to be substantially approvable.

24. Can you clarify whether the budget should be completed in the DIAP for all of our schools or is each school supposed to create their own budget in their SIP?

All budget lines for activities that will be funded through UniSIG must be listed in District Problem Solving. In order for these items to pre-populate into the UniSIG survey and budget, the goal(s) to be funded must be tagged to SIGU in Step 4 of District Problem Solving.

25. In the DIAP there are two questions under Needs Assessment that are "optional" for districts; however, are areas that are pre-loaded into the UniSIG application. Are these still optional in the UniSIG application?

In order to qualify for UniSIG funds, these questions must be answered as they address questions based on the minimum requirements within the Every Student Succeeds Act (ESSA).

26. For the Budget/Program Performance Period, please define "Date application determined to be substantially approvable."

An application is determined to be substantially approvable once an original, signed DOE100A is received in the Office of Grants Management; all fields of the UniSIG 2017-18 survey are completed, including those that pre-populate from the DIAP; and the UniSIG 2017-18 survey is submitted in CIMS.