



# COMPREHENSIVE COUNSELING INITIATIVE FOR INDIANA K-12 STUDENTS FREQUENTLY ASKED QUESTIONS (FAQs)

## General Questions

### **Q) What is a comprehensive counseling model?**

**A)** For purposes of this initiative, a comprehensive counseling model is an approach to school counseling that offers programs and strategies that effectively address all the domains of counseling practices that serve students, including academic, college, career and social and emotional counseling.

### **Q) Must a public school corporation (also referred to as a “school corporation”) or charter school be committed to a plan that addresses all the domains noted above in order to apply for funding under this initiative?**

**A)** No. We expect every school corporation or charter school that seeks a planning or implementation grant to articulate in its grant proposal the extent of its interest in and commitment to moving eventually toward a comprehensive counseling model. We understand that for many school corporations and charter schools, adopting a comprehensive counseling model may not be feasible in the near term, and we know that the funding available under this initiative is not sufficient by itself to support a comprehensive model. Those school corporations and charter schools, however, that demonstrate a commitment to developing within a reasonable period of time a comprehensive counseling model may be favored in the competitive implementation phase of this initiative.

### **Q) What are the roles of CELL, IYI, the Indiana Chamber and Fleck Education in this initiative?**

**A)** Lilly Endowment provided funding for CELL, IYI, and the Indiana Chamber of Commerce to provide a variety of technical assistance resources and services to school corporations and charter schools as they assess the strengths and areas of need in their existing counseling programs, identify best practices, review and understand data, and prepare their proposals for planning and implementation grants. The Endowment also engaged the consulting services of Fleck Education, a for-profit firm, with respect to various aspects of the initiative and to moderate the panels at the initiative orientation sessions. School corporations and charter schools are free to engage CELL, IYI, the Indiana Chamber, Fleck Education or other consultants with respect to planning or implementation grant requests under this initiative, but they are not required to do so. None of these four organizations will be engaged in the grant adjudication process.

You may learn more about CELL, IYI, the Indiana Chamber or Fleck Education by viewing a video of the orientation session held in Indianapolis, available through this [link](#).

**Q) Does the Endowment have a specific program or model in mind for this initiative?**

A) Although we do not have a specific counseling program or model in mind, we hope that school corporations and charter schools will consider moving toward a comprehensive counseling model that provides academic, college, career, and social and emotional counseling. We expect applicants to identify gaps between their current counseling programs and a comprehensive counseling model, investigate different best practice counseling programs they could implement to address such gaps, and prioritize those for which they propose to seek funding under this initiative.

In preparing their grant applications, school corporations and charter schools are encouraged to consult with CELL, IYI, the Indiana Chamber and Fleck Education or other knowledgeable experts about examples of comprehensive counseling models. They also are encouraged to consult the **Research and Resources** link on the Endowment's website.

**Q) Are there suggested plans and practices that may be adopted to sustain a counseling program or strategy?**

A) There are a variety of plans and practices that school corporations and charter schools may consider to sustain the programs and strategies developed through this initiative. Examples include shifting existing resources within the school corporation or charter school from another area to the counseling program; developing and executing a fundraising strategy, including applying for grants and awards from other funding sources to support the new counseling program; and engaging community organizations, businesses, and other stakeholders to assist with new programs or activities.

**Q) Can an individual charter school that is a part of a charter school network apply for funding?**

A) An individual charter school operated by a charter school organizer\* that operates more than one charter school in Indiana may not separately apply for a grant under this initiative. Instead, an organizer that operates multiple charter schools must file a single application on behalf of all of the charter schools in Indiana that it operates. The organizer will be treated in the same manner as a school corporation and will be eligible for the same amount of planning and implementation grant funding for which a school corporation with the same total Indiana average daily membership is eligible.

\* Under Indiana's charter school law, a charter school "organizer" is the nonprofit entity that holds the charter and operates the charter school.

**Q: Will grant funding be based on an applicant's real-time enrollment as of February 1, 2016, or an applicant's average daily membership (ADM) as of February 1, 2016?**

A) To provide consistency and fairness in making grant awards, the funding for which each applicant will be eligible will be based on the February 2016 average daily membership (ADM) count. In a planning or implementation grant application, an applicant may describe extraordinary circumstances that cause it to believe that the February 1, 2016, numbers do not accurately reflect its size for purposes of the initiative, but the Endowment may consider or disregard such circumstances, in its sole discretion.

**Q) Can funding for career and technical education (“CTE”) counselors be included in an applicant’s implementation grant proposal under this initiative?**

**A)** Yes, if the applicant determines that a compelling way for your school corporation or charter school to address the aim of the initiative is to include services provided by CTE counselors, then funding for such services may be requested.

### Eligible Applicants

**Q) Are private schools eligible for either planning or implementation grants?**

**A)** No. Only public school corporations and charter schools are eligible.

**Q) May school corporations or charter schools apply for funding through a fiscal agent or other entity?**

**A)** No. The initiative is open only to school corporations and charter schools. Grant recipients may collaborate with other entities pursuant to contracts, memoranda of understanding, re-granting, or other arrangements, but the Endowment’s grants will be made directly to successful school corporations or charter schools. Although those grantees may delegate various responsibilities through contract to other entities, the grantees will have ultimate responsibility to the Endowment for proper stewardship of the grant funds and the reporting and other obligations relating to their grants.

### Planning Grants

**Q) How many planning grants will be awarded and when must applications be submitted?**

**A)** We do not have a specific number of planning grants in mind. Instead, we hope to award planning grants to all eligible school corporations and charter schools that submit complete applications following the guidelines shown on pages five, six and seven of the Request for Proposals. All planning grant proposals must be postmarked by December 15, 2016.

**Q) Is there a timeframe during which a school corporation or charter school must use the planning grant?**

**A)** We expect that planning grants will be used to conduct research and other activities to understand the gaps in the applicant’s current counseling program, identify best practices to address those gaps and prepare a request for an implementation grant. If planning grant funds remain following the submission of an implementation grant request (or if no such request is submitted), school corporations and charter schools will have until December 31, 2017, to expend those funds for purposes that enhance the applicant’s counseling programs consistent with the aims of this initiative. A report on the activities pursued during the planning grant process and an accounting of how the planning grant funds were used will be due to the Endowment by January 31, 2018.

**Q) May a group of school corporations or charter schools submit combined planning or implementation grant proposals?**

**A)** School corporations and charter schools may submit combined planning or implementation grant proposals, but (i) any grants awarded with respect to such proposals will be made to the individual school corporations or charter schools within the collaboration and (ii) the amount of each grant made to an individual school corporation or charter school will be based on the average daily membership of each individual entity (not the combined average daily membership of the collaboration members). The guidelines regarding charter school organizers apply to this answer. Charter school organizers will be treated in the same manner as a school corporation.

**Q) If a group of school corporations or charter schools anticipates submitting a combined implementation grant proposal, should they also submit only one planning grant application on behalf of the collaboration?**

**A)** This is not required. School corporations and charter schools may apply for planning or implementation grants either singly or collaboratively, as they deem appropriate. There may be benefits to pooling funds, even during the planning period, but the decision whether to submit independent or combined proposals at either stage of the initiative is entirely up to the applicants. The guidelines regarding charter school organizers apply to this answer. Charter school organizers will be treated in the same manner as a school corporation.

**Q) Will planning grants be paid at one time or in increments?**

**A)** In all likelihood, planning grants will be paid in full to all recipients in February 2017.

### Implementation Grants

**Q) How many implementation grants will be awarded?**

**A)** Although there is no set number of implementation grants that will be awarded, the Endowment estimates that a total of up to \$22 million may be awarded in implementation grants. The number and total dollar amount of implementation grants will be determined based upon a number of factors, including the amount of funding available after planning grants are awarded; the quality of implementation proposals received; and the amount of funding requested by school corporations and charter schools.

**Q) May a school corporation or charter school apply for an implementation grant without applying for a planning grant?**

**A)** Yes. While requests for planning grants are encouraged, an eligible applicant may apply for an implementation grant without seeking a planning grant.

**Q) What is the timeframe for implementing a proposed program or strategy?**

**A)** Implementation grant proposals should describe programs or strategies that may take up to four years to complete. Absent special circumstances, this means that grant funds will be spent during a timeframe ending by June 2021. For example, an applicant may use the full amount of the grant in year one or two, but in such cases the applicant must show how it will sustain the program or strategy it proposes to implement.

**Q) Will implementation grants be paid at one time or in increments?**

A) In all likelihood, implementation grants will be paid in full to all recipients by December 2017.

**Q) Will a scoring rubric for evaluating grant proposals be provided to potential applicants?**

A) The Endowment will not provide a scoring rubric. Applicants are encouraged to see the “Grantmaking Criteria” section on pages 10 and 11 of the Request for Proposals for factors that will be taken into consideration by the Endowment in grantmaking decisions.

**Q) Will collaborative proposals be favored over proposals from individual school corporations or charter schools?**

A) No. Although collaborations in appropriate circumstances are encouraged, they are not required. The most compelling proposals will be those that clearly and effectively address the aim of the Endowment’s initiative: “to increase significantly the number of K-12 students in Indiana who are emotionally healthy, realize academic success, graduate from high school, obtain valuable postsecondary credentials, certifications and degrees necessary for meaningful employment, and are prepared to compete and prosper in the global society in which they will live and work.”

### Technical Assistance

**Q) Are additional orientation sessions planned?**

A) The Endowment has not scheduled additional orientation sessions at this time. The Endowment recorded the Indianapolis orientation session, and it now is posted on the Endowment’s website and is available through this [link](#).

**Q) Does the Endowment require that we engage IYI, CELL, the Indiana Chamber, or Fleck Education for technical assistance? May we use other consultants?**

A) There is no requirement under the initiative for you to use the services offered by these organizations or any other consultant. Applicants are free to use consultants or any other resources they wish.

**Q) Is there a fee for the technical assistance services provided by the organizations that participated in the orientation sessions for this initiative?**

A) During the planning grant phase, IYI, CELL and the Indiana Chamber will utilize the funds awarded by the Endowment for them to provide technical assistance to potential applicants. The types and scope of such assistance may be limited based on the funding provided to these organizations. The Endowment has not funded Fleck Education or any other for-profit consultant to provide services to individual applicants. Applicants are free to engage consultants independently in the preparation of their planning or implementation grant requests, in the conduct of plans, programs, and activities described in their grant proposals, or for any other appropriate purpose. Funds awarded through a planning or implementation grant may be used to pay consulting fees, consistent with the budget submitted as part of a request, but the award

of any grant is not guaranteed and applicants therefore should not incur obligations to consultants or others that they cannot fulfill if their grant requests are denied.