

FAQs – FY19 Educational Technology Training

Can a district apply for only Funding 2 activities and no Funding 1 activities?

The intent of the TEACH Teacher Training grant is to have districts form and utilize consortiums to further advance technology knowledge in WI amongst teachers and ultimately students. Therefore, it is not acceptable for districts to only participate in Funding 2 activities. Districts must apply for reimbursement of at least one Funding 1 activity.

Will recipients be required to include expenditures and receipts for the Teacher Training Grants for Educational Technology in their annual single audit?

Although the grant program will be listed in the Department's Annual Inventory of State Funded Grants/Programs, it will not be assigned a State ID. TEACH grants are not included in the scope of a single audit.

What is an eligible school district consortium?

A consortium of school districts is eligible if all of the following apply:

- a) The consortium consists of 3 or more school districts or libraries.
- b) Each school district must have 13 or fewer students per square mile.
- c) The consortium applies for the grant.

What is 2017 Wisconsin Act 59?

2017 Wisconsin Act 59 expands eligibility in the Technology for Educational Achievement program (TEACH) to include certain rural community libraries, library branches and library systems. More information can be found at [2017 Wisconsin ACT 142](#).

What is an eligible library consortium or eligible library system?

A consortium consists of 3 or more eligible public libraries or public library branches. A library system is also eligible to apply if the system contains 3 or more eligible public libraries or public library branches.

1. Each public library or branch must meet both of the following population-related criteria to be eligible (s. 16.996 (2m) (3) (b)):
 - A. Location in a rural territory as defined by the U.S. Bureau of Census. This definition is as follows: a territory, population, and housing units located outside of an urban area (1,000 or more people per square mile in a developed territory that contains 50,000 or more people) and urban clusters (1,000 or more people per square mile in a developed territory that has at least 2,500 people but fewer than 50,000 people).
 - B. The population of the municipality within which the library or branch of the library is located is 20,000 or less.

Is my school district or library eligible to apply for this Educational Technology Teacher Training Grant?

Check the FY19 (2018 – 2019) certified list of eligible school districts and libraries on teach.wi.gov.

What is the grant period for the FY19 Educational Technology Training grants?

Fiscal Year 2018 - 2019 (FY19) grants shall be for the period of September 1, 2018 thru August 30, 2019.

How much funding can a school district consortia request?

The amount of funding available to a school district is determined by the number of students within the district:

- \$7,500 for districts with fewer than 750 students;
- \$10 per student for districts with between 750 and 1,500 students;
- \$15,000 for districts with more than 1,500 students.

How much funding can a library consortia request?

Grant to consortia of eligible public libraries, library branches or to an eligible public library system are determined by municipality population.

- For each eligible public library or branch in the consortium or system located in a municipality the population of which is 2,000 or less, \$500.
- For each eligible public library or branch in the consortium or system located in a municipality the population of which is at least 2,001 but less than 5,000, \$750.
- For each eligible public library or branch in the consortium or system located in a municipality the population of which is at least 5,000 but less than 20,001, \$1,000.

Check the FY19 (2018 – 2019) certified list of libraries and amounts on teach.wi.gov. Consortia may request the maximum eligible funding amounts for each eligible library.

How much total funding is available?

\$1,500,000 is available in FY19.

When are FY19 grant applications due?

Applications must be received by email or postmarked by mail no later than 11:59 p.m. on Friday, May 4, 2018 to TEACH. Applications received after this date and time will not be accepted.

What teachers and librarians are eligible for this training?

Teachers and librarians eligible for training events funded with TEACH grant funds are individuals who hold a teacher's or librarian certificate, or license issued by the state superintendent and whose legal employment requires such certificate or license.

When would grants be prorated and how would they be prorated?

If \$1,500,000 is insufficient to pay the full grant amount, payments will be prorated amongst the eligible consortia.

- If there is enough funding for requests in Funding 1 and Funding 2, then no proration will occur.
- If there is enough funding for a portion of the requests in Funding 1, then Funding 1 requests will be prorated and Funding 2 will not be funded.
- If there is enough funding for all of the Funding 1 requests and a portion of Funding 2 requests, then Funding 1 will be fully funded and Funding Priority 2 will be prorated.

Proration will occur by Funding Priority level through an across-the-board reduction applied to the amount requested by each district within a consortium. Grant awards and updated budgets will be provided.

What are examples of an eligible training event?

Examples include training activities that focus on enhancing the technological skills of teachers or librarian.

For Funding 1 these include collaborative teaching events organized by the consortium that involve teachers from more than one district of the consortium. Note: Non-consortium districts/libraries may attend; however, grants funds may only be applied to participation costs for consortium members.

For Funding 2 events that involve a single school district. Reimbursement for costs to attend a conference or other similar training event fall into Funding 2 priority. (SLATE, Google events, regional summits, WEMTA, content specific conferences with technology strands, Future Ready programming events, blended learning training, STEM training events, coding and computer science events, online & blended learning facilitation training, Gaming in the Classrooms, Information Technology and Literacy Integration Planning, Makerspaces/Fab Labs). Note: DOA will make decisions on percentage of qualifying funding for conferences and event types not listed.

Events with **less than 25%** technology component will not be funded. (Revised 10/10/17)

How do I identify Funding 1 Consortium Organized Collaborative Events in the application?

Each Funding 1 Consortium organized event should be identified on the TEACH Teacher Training grant application in the following ways:

- 1) Each district/library participating in the Funding 1 Consortium organized event should list the event on its “Budget” tab in their Consortium Member Application (Excel Workbook) and;
- 2) Fiscal agents should complete the “Consortium Event Summary” tab on the Fiscal Agent Application (Excel Workbook) for each Funding 1 event their consortium is planning.

Note: The information in 1) & 2) must match.

Where can I find the grant application?

The application is located on the [teach website](#). Fiscal agents must complete the Fiscal Agent Application (Excel Workbook) and each Consortium Member (District/Library) must complete the Consortium Member Application (Excel Workbook).

Who can be a consortium fiscal agent?

The fiscal agent shall be one of the consortium school districts, library or a Cooperative Educational Service Agency (CESA).

What is a consortium fiscal agent?

Each grant consortium is required to designate a fiscal agent for financial administration of the grant. The fiscal agent will be responsible for the following:

- Coordinate the collection of all grant submission documents, including budget detail for each consortium member, to be made on behalf of the consortium by the deadlines given by TEACH.

- Complete the application on behalf of the consortium and complete the application certification statement that all the application components are included and the proposed expenditure items are eligible.
- Notify consortium districts and libraries of their grant award status and budget amounts, including any necessary planning to readjust prorated budgets.
- Coordinate collection and submission of any information necessary in the event of an audit.
- Coordinate, prepare and submit required financial and program reports.
- Provide for reimbursement of expenditures to consortium members.
- Maintain documentation of grant activities, including expenditures, according to grant agreement for four years.

Can training events that already occurred be funded in FY19?

Yes, retroactive training events must have occurred on or after July 1, 2018 and before the grant submittal date.

Our district has prepaid for training events scheduled in FY19? Are those events eligible?

Yes, training events that occur and will be completed before August 30, 2019 are eligible.

If a consortium doesn't apply for the grant in FY18, is it eligible to apply in FY19?

Yes, \$1,500,000 of grant funding is available in FY19. Applicant must be on the eligible list.

If my consortium applies and is awarded a grant in FY18, do I need to reapply in FY19?

Yes, \$1,500,000 of grant funding is available in FY19.

How do I file my grant application?

The completed grant application workbooks must be printed and signed. It should be compiled and submitted by your consortium's fiscal agent. Fiscal agents must electronically submit the signed document packet to teach@wisconsin.gov or mail to DOA TEACH Program, P.O. Box 7844, Madison, WI 53707-7844.

How will I receive the grant funds?

Funds will be provided to consortia on a reimbursement basis. Each district or library will submit a reimbursement request to the consortium's fiscal agent (including documentation of the expenses for which reimbursement is requested), who will submit all consortium reimbursement requests to DOA TEACH. DOA will pay the consortium fiscal agent, who will then pass the funds to the districts or libraries. Correspondence with grant agreements, grant award documentation, necessary forms, timelines for submittal of reimbursement requests and further information will be distributed to applicant via email.

Can I submit the Application Workbook as an attachment?

Original signatures are needed on the applications, so agencies must print each tab of the application workbooks (Fiscal Agent and Consortium Member) and electronically submit the signed document packet to teach@wisconsin.gov or mail it to DOA TEACH Program, P.O. Box 7844, Madison, WI 53707-7844.

Who should I contact if I have questions or need assistance with the application?

You can contact the TEACH Grant Administrator via email teach@wisconsin.gov or phone 608-261-6624.

What is TEACH?

The Technology for Educational ACHievement (TEACH) is a program in the Wisconsin Department of Administration (DOA), Division of Enterprise Technology (DET) ([s.16.99, Wis. Stats](#)). The DOA works in cooperation with school districts, cooperative educational service agencies, charter schools, libraries, secured juvenile correctional facilities, private colleges, tribal colleges, the technical college system board, and the board of regents of the University of Wisconsin System to promote the efficient, cost-effective procurement, installation, and maintenance of educational technology. TEACH services began in October 1997. The program is funded through the State [Universal Service Fund](#).

What is the purpose of this Educational Technology Training grant?

The purpose the TEACH Educational Technology Training grants is to award annual grants to eligible consortia of school districts, libraries, and library systems for the allowable costs of training educators to use educational technology.

Where are the funds for this grant program coming from?

The Technology for Educational ACHievement (TEACH) program is providing funds for this annual grant, utilizing existing funding received by the TEACH program from the State [Universal Service Fund](#).