

## Utah PRIME Pilot Program – FAQs

**Utah PRIME Pilot Program Applications Due: Friday, April 2, 2021 by 5:00 PM (MST)**

*(please note that this document is being created as questions arise and will be updated as needed)*

### **1. What is [House Bill 336](#) and [Board Rule R277-721](#)?**

This legislation establishes the Utah PRIME Pilot Program, an opportunity for students to earn their first credentials while still in high school. The purpose is to support up to 8 LEAs to increase availability and promote advanced coursework for all students.

### **2. How do I learn more about the PRIME Pilot Program?**

USBE created a webinar that outlines the details of the Utah PRIME Pilot Program, the course pathways and credentials. The webinar also highlights eligibility requirements, the application process and other relevant information. Click this link: [Webinar on Utah PRIME Pilot Program](#)

### **3. What will I need to know ahead of time to fill out the PRIME Pilot Google Doc Application?**

USBE created a webinar that outlines the application process (step by step) and other relevant information. Click on this link to see the webinar (you will find this information in the second half of the video). [Webinar on Utah PRIME Pilot Program](#)

### **4. Where do I find the Utah PRIME Application?**

The Utah PRIME Pilot Program application includes two separate parts, both of which are due by the deadline listed above. You will find it on the Utah PRIME webpage: [Utah PRIME Application](#)

### **5. Where do I find the Utah PRIME Pilot Program Infographic?**

Here is the link to the Utah PRIME Pilot Program Infographic. [Utah PRIME Pilot Program Infographic](#)

### **6. When can I fill out the Utah Grants Management Systems Application?**

Once the USBE Financial Operations department has received funding from the legislative session, their portion of the Utah Grants Application will be made available. Once it is available, we will send out an email to the applicants who have completed/submitted the Google Doc application.

## 7. What is the award information?

### Award Information

- Estimated available funds: \$800,000
- Estimated number of awards: a minimum of 8 LEAs (up to \$100,000 per LEA)
- Estimated initial project period: July 1, 2021 through June 30, 2022
- Program activities may begin only after receipt of an official award through the Utah Grants Management System with USBE. This is anticipated to be July 1, 2021.

## 8. What are the requirements and due dates for the application?

To be considered, the Utah State Board of Education must receive a completed application, which includes the two separate components: a “Google Doc Application” section and a “Utah Grants Budget” section. A completed application must include all necessary information, including documents attached and the assurances section of the application signed and dated. The USBE will not consider applications that are missing required documentation.

The completed application must be submitted no later than **April 2, 2021 at 5:00 PM MST**. A completed application must include all necessary documents attached. The USBE will not consider applications that do not meet the submission deadline.

## 9. What about the funding for the program?

**Disclosure of funding** - This Utah PRIME Pilot Program was funded during the 2020 legislative session; however, the money was rescinded due to economic constraints. A business case was brought before the 2021 legislative session, with anticipation of fully supporting the pilot program. In case of non-funding, the Utah State Board of Education reserves the right to terminate any contract at any time.

## 10. What is a Budget Narrative?

A budget narrative defines the cost for each item within a budget category. A sample is included below.

**Salaries** – *List each position that pertains to the proposal. The cost calculation should show the employee’s annual salary rate and the percentage of time devoted to the project. Compensation paid for employees engaged in grant activities should be consistent with that paid for similar types of work within the organization.*

Paraprofessional: \$6,000/year @ 100% = \$6,000. The paraprofessional will provide the intervention services and will spend 100% of his/her time working with students identified for the intervention.

**Fringe Benefits** – *Fringe benefits are based on the applicant’s established formula and are only for the percentage of time devoted to the project.*

**Travel/Transportation** – Explain the reason for travel expenses for project personnel and show the number of travelers and unit costs involved. Identify the location of travel.

Regional/Statewide Meeting: Three people to professional development in Destination City.

1. 3 people x \$500 airfare = \$1,500
2. 3 people x 3 days x \$40 per diem = \$360
3. 3 people x 2 nights x \$100.00 hotel = \$600

**Equipment** - List non-expendable items to be purchased. Explain how the equipment is necessary for the success of the project.

One iPad will be purchased to use with students in the reading lab = \$350

**Materials and Supplies** - List expendable items by type and show the basis for computation.

Meeting Supplies: For professional development meetings. \$75.00 x 12 months = \$900.00.

**Other Costs** – List items by major type and show the basis of the computation.

**Professional Development/Workshops** – These may include required or desired trainings, workshops, or classes for staff. The project-related purpose should be noted and explained.

- Provide course stipends for teachers to obtain their Reading Interventionist Endorsement
- Program staff will complete 10 hours of training on early phonics instruction provided by consultants.  
8 staff members x 10 hours @ \$12/hour = \$960

**Professional Fees/Contract Services** - Provide a description of the product or services to be provided by the consultant and an estimate of or detailing of exact cost.

The Computer Instructor will conduct four computer-training sessions weekly in the computer lab. The Community Outreach Trainer will develop a curriculum for Community Outreach and train neighborhood associations on the curriculum. The 2.5 FTE Tutors will tutor children at the after school.

Computer Instructor: \$11.10/hour x 26 hours/week x 52 weeks = \$15,000

**Indirect Costs** – Indirect costs cannot be taken on this funding.

If you have additional questions, please reach out to:

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