California Community Colleges Inmate Education Pilot Program

Frequently Asked Questions (FAQs)

1. Who can apply?

   College districts are eligible to apply if one (or more) of the identified CDCR 13 Reentry Hubs is located within the college district boundaries.

2. Do I need to submit proof a Reentry Hub is located within my college district boundaries?

   Yes. If a prison is located inside your district boundaries, you need to submit documentation showing eligibility.

3. Why is this only limited to Reentry Hubs?

   Due to the limited timeframe for this pilot program, we are only working with the 13 identified CDCR Reentry Hubs. The hubs have been established in the existing designated institutions and provide relevant services specifically to inmates who are within four years of release. These low risk inmates are provided with a variety of services, including cognitive and substance abuse therapy, anger management, and other employment services.

4. Will there be any future funding available?

   Future funding will depend on the success of the program and future legislation.

5. Do I have to submit information related to our apportionment funding?

   Yes. Grant recipients will be required to align the objectives and outcomes of inmate education grant based funding and inmate education apportionment funding. General apportionment will be awarded based on the courses offered and students served at the Reentry Hub. This is not new or additional funding. Recognizing that instructional costs could be for either part-time or full-time faculty, please estimate as closely as possible the planned instructional costs. While there is no match required, the commitment of FTES funding represents the college/district investment in providing inmate education at the Reentry Hub.

6. What labor market information should be used to document the need for high growth/high need employment opportunities?

   As an inmate may be released anywhere in the state, you should use statewide data (labor market information) for instructional programs that would prepare previously incarcerated students for employment. Many careers may not be accessible for someone with a felony; therefore, we will be looking for documentation that you have thoughtfully considered the proposed instructional programs.

7. May Basic Skills preparation or foundation courses be offered?

   The college/district cannot offer instruction that is already being offered at the Reentry Hub. Many incarcerated students are currently receiving GED courses and high school preparation at the Reentry Hubs. Applicants will need to work with the Reentry Hub in their region to identify courses for pre-collegiate instruction that do not supplant current offerings.

8. May two districts collaborate if only one college has a Reentry Hub located within its' boundaries?

   No, the funding will be awarded to a district serving an identified Reentry Hub that is located within their district. A district may collaborate with colleges located within their district, or other Reentry Hubs located within their district. The four selected districts will be required to collaborate to identify statewide best practices that are scalable and sustainable.

9. Can two adjacent districts, both with a Reentry Hub within their boundaries, share one grant?

   Yes.

10. Are there estimated parameters for the FTES Funding?

    No, the FTES allocated to this program will be determined by the district. For the application, the district needs to estimate the cost of the identified instructional programs. This will provide information for the grant readers on the proposed investment for inmate education at the Reentry Hub(s) within each district.

11. Will I need an accreditation substantive change report?

    Offering more than 51% of an instructional program at a new location will require an accreditation substantive change report.

12. Is it possible to use a smaller font in the body of the application?

    No, the font size to be used for the Application is listed on page 9. "All narrative portions of the application should be in 12 point, Arial font, single spaced, and with minimum 1" margins."

13. Because tables and charts can take up a good part of the allowable pages for each section, can the tables and or charts be done in a smaller font?

    Yes, tables and charts can be submitted in a smaller font, and a font other than Arial, but must be legible.

14. Can additional pages be added to the Application for letters of support?

    No, the letters providing support in the body of the application, but no additional pages will be accepted.

15. Can the application/proposal have a cover page? We would like to include a one page cover that would give the proposal title and the community college submitting the information and college logo.

    Yes, applicants can include a cover page, which will not be counted in the page limitation for the Application.

16. Do you have any specific requirements regarding footnotes? Can you provide any examples of the format?

    As with tables and charts, reference notation (such as foot notes) should be included in the body of the application.

17. Are inmates eligible for financial aid awards?

    Inmates can receive BOG grants, but are not eligible for Federal financial aid awards such as Pell grants.

18. Since inmates do not have internet access, can resources (such as student assistants) be used to enter information from written documents provided by the student inmates?

    Yes – expenses for data entry would be allowable. There are limited resources for the grant, so student assistants should perform activities that clearly support the instructional program in the prison.

19. Does the budget allow for the training of personnel who are entering or teaching h at the prison?

    Yes – all personnel who will enter the prison representing the college must receive training from CDCR and other professional development on working with inmates. A consultant has been retained to provide professional development for the program directors and faculty through the state funding.

20. Does FTES apportionment cover student assessment and evaluation?

Services normally provided to students on the campus will be funded in the same manner at the prison through apportionment funding, or SSSP, or equity, or DSPS or other instructional or student service resources. Additional services needed for student services or instruction that are created by barriers associated with serving student inmates inside the prison can be paid through the grant budget

21. Can specialized software be purchased for student assessment or instruction?

Contingent upon the prison permitting the installation of software on their computers, or permitting a laptop owned by the college inside the prison for testing or instructional purposes, it may be possible to purchase specialized software for the program if the software reasonably priced. If the software is also used on campus or for purposes other than this grant, the cost must be prorated appropriately.

22. What types of high-growth, high-need, or high-wage career programs should we offer?

This is up to the district to decide; however, we ask that you look at Appendix F, page 110 of the Degrees of Freedom Report (http://extranet.cccco.edu/Portals/1/AA/PrisonEd/DegreesofFreedom2015.pdf), which outlines labor market considerations that should be contemplated in your selection.

23. Is it okay for us to contact personnel at the Reentry Hubs/prisons to discuss their current programs and needs?

Yes.

24. How much weight will be given towards community and organizational experience and involvement in relation to the grant, or are we looking primarily for educational provisions?

All relevant experience and qualifications should be identified in the application for the readers' review and consideration.

25. Our question is whether we create a worksheet for each of the eight minimum required objectives, and then itemize and list the activities associated with each of the those objectives?

Yes, and you may add additional objectives if needed. Of course, the additional objectives will also have their own worksheet.

26. What is the start and end date of the semesters?

Start and end dates will follow the same schedule as your college schedule.

27. If an Incarcerated High School program, residing in the designated reentry hub, requests the district's presence, would this qualify the district for grant eligibility? (5CCR 55301 B).

No.

28. 5CCR 55301C references 5CCR 66015.7 specifically: "Development of programs that support learning about other cultures, global issues, and international students and scholars." If the district's ISP Pilot fulfills 5CCR 66015.7 would this make us eligible for the inmate education pilot program grant?

   No.

29. If we had reciprocity agreement established with a college located within the district of a reentry hub, would this make us eligible for the inmate education pilot program grant?

   No.

30. How soon can we get in to the prison to begin assessment and counseling?

   This is a question that will need to be asked of the partner prison within your region.

31. Will they have access to Accuplacer Assessment tests?

   This is a question that will need to be asked of the partner prison within your region.

   NOTE: All updates to the field will be placed on the Academic Affairs "Inmate Education Pilot Program webpage at:

   http://extranet.cccco.edu/Divisions/AcademicAffairs/InmateEducationPilotProgram.aspx