

Pennsylvania Pre-K Counts 2023 Request for Application Frequently Asked Questions

Application Process (AP)

AP-1: Is there a document that I can review that will state the number of allocated PKC slots by counties for the rebid?

This information is found within Appendix A and B of the [Application Guidance](#) posted on the [PA PKC How to Apply](#) website. Please note, this data will serve as a starting point for funding recommendations. Other factors (such as number of applicants by county and by zip code) also will be considered. If applicants feel the data reflected in Appendix A and B does not fully reflect county unmet need, applicants are encouraged to tell their local story (as determined by the required community needs assessment) within the application questions located within the Rationale for Services section of the application. Responses to these questions, including, but not limited to, information provided regarding data sets more recent than those provided in Appendix A and B, current enrollment information (for current grantees) and wait list information, will be reviewed, along with the county level unmet need as reflected in Appendix A and B when funding decisions are being made. When making funding decisions, Appendix A and B will be used as a starting point for decisions, however, applicants are strongly encouraged to provide all relevant information regarding local situations to support slot and funding level requests, especially when such requests exceed data presented in Appendix A and B.

AP-2: I understand that the Lead Grantee Agency will need to sign and upload the WORKER PROTECTION AND INVESTMENT CERTIFICATION FORM at the end of the grant application, does the Partner agencies have to sign one as well?

No, just the applying agency.

AP-3: What is the cost per child for the 2023-2024 budget?

Cost per child is covered on page 12 of the [Application Guidance](#) document posted at the [PA PKC How to Apply](#) website.

AP-4: Will we be writing the grant in eGrants, or will it be a part of the MyPDESuite migration?

Applicants will need a [MyPDESuite](#) log in. The application will be completed in eGrants which is one of several applications under [MyPDESuite](#).

AP-5: Once the Letter of Intent (LOI) is submitted, will we immediately receive access to the RFA?

No, the LOI will be verified and then staff will provide the user(s) identified in the LOI access to the grant. This process can take several days.

AP-6: How do we edit our information listed in EdNA?

See page 6 of the [Application Guidance](#) for information on the EDNA system and a contact for making changes.

AP-7: On the LOI it asks for one person who will be writing the grant. How do you get access for more than one person to help with the grant?

Once an admin user is established for the eGrants system, they can add other users and roles.

AP-8: Are partner letters of commitment required to be submitted at the same time as the lead agency's LOI?

No. The Partner Letter of Commitment is submitted with the application.

AP-9: If a partner is partnering with a school district in one location and partnering with a third-party entity in another location, how do they complete their letter of commitment?

The partnering agency would complete two distinct partner letters of commitment—one for each lead agency. See page 18-19 of the [Application Guidance](#) for more information on completing the Partner Letter of Commitment.

AP-10: Do Single Grantees still need to complete the grant structure Excel template and upload into the grant?

All applicants must complete location charts. The Excel template is only needed if the applicant is having any difficulties completing the charts within the eGrants system.

AP-11: Is there a Word template with word counts for writing the Grant to simplify the process? If so, where's that template?

There is not a word template. All the application questions are provided within the [Application Guidance](#).

AP-12: Does the needs assessment need to be uploaded? Would it be beneficial to upload it?

No, do not upload the needs assessment. Reviewers will only review uploaded items that are explicitly asked for in the application.

AP-13: Are there character limits for the questions? We didn't see this indicated in the RFA but could have missed it.

There are character limits, but we have been guided by the eGrants team that they are high enough to avoid any issue with responding to any of the questions. If a problem

April 2023

should arise, please email the RA-account (RA-PAPreKCounts@pa.gov) immediately and we will resolve that issue.

AP-14: Where can I find Appendix A?

Appendix A is located within the [Application Guidance](#), starting on page 44.

AP-15: If awarded a grant, are we able to change the proposed location to a different area, given that this is possibly scored by zip code level?

This will be allowable; however, because points are awarded based on the information submitted within the application, all submitted information should, to the extent possible, accurately reflect the actual locations where PA PKC slots will be provided if funding is awarded.

AP-16: If we complete the Excel spreadsheets, do we also need to do the one on eGrants?

Yes, the charts in eGrants should be completed. The Excel template is only to be used as a backup in the event an applicant is having difficulty with the eGrants charts.

AP-17: If you are a lead and can take on a new partner that held a PreK grant in years past but wants to be a partner now, is it recommended to apply twice or just as a partner under the lead?

An agency can apply as its own lead, and as a partner in other applications. This is allowable. It is up to the agencies to decide what to do in these cases.

AP-18: Our assurances are signed in good faith, but sometimes the powers that be are holding up contracts legally in our IHE Lead Agency. Any suggestions?
Communicate regularly with the assigned preschool program specialist regarding any needs.

AP-19: Are we able to print the grant with our entries/responses for review prior to submitting for peer review?

There is an option to view the PDF before final submission.

AP-20: How do we get a new partner an MPI number if they currently do not have one? For example, School District.

Call the ELN help desk listed on page 11 (under MPI) of the [Application Guidance](#) first to assure there is not an MPI assigned. If the ELN help desk says there is not one, then all zeros can be entered for the application. An MPI will be assigned if funding is awarded.

AP-21: On the application can you apply to have a partner and have slots and be denied one if it's not open in time?

Funding would be reduced if the 160 (new locations) days of instruction cannot be met due to a location/partner not opening in enough time to serve students.

April 2023

AP-22: Are we going to be given a list of all these questions? Or is there a way to print the Q&A list?

Please refer to the [Application Guidance](#). All application questions are included there.

AP-23: Do partner agencies submit a LOI?

No.

AP-24: It asks on the LOI for the number of slots we intend to serve. Do I include Lead and Partner number of slots?

Yes.

AP-25: Are the letters of support and/or formal agreements uploaded as one file or individual files? And what format should they be in (PDF)?

It is preferred they be uploaded as separate files and clearly labeled so the reviewer knows which question they should be applied to. PDF would be preferred.

AP-26: Where can I find a list of all the requirements to become a PA PKC program?

Please review the information at <https://www.pakeys.org/getting-started/ocdel-programs/pre-k-counts/how-to-apply/>. The regulatory document, as well as "Getting to Know PA PKC" webinars (8-part series) detail all the requirements of the PA PKC program.

AP-27: Is it possible to obtain a list of the organizations that submitted PA Pre-K Counts letters of intent in a specific county to inform the Needs Assessment part of our application

No, Letter of Intent (LOI) provides information on a "intent" to apply only, and therefore, does not reflect information on who may actually submit an application or on actual service locations. The LOI information would not be a valid source of information when drafting a needs assessment.

General Information (GI)

GI-1: If applying as a group home, how do I determine how many slots to apply for?

Put the actual number of PKC eligible children you could serve. This will depend on the makeup of the group home setting and the licensed capacity on your DHS certificate of compliance. Also look at eligibility- PKC students need to meet age and income eligible. Think about the other ages and other (non-eligible) children that may be served in the setting. The program can be mixed with PKC funded children and private pay children, for example. In a group home setting, children other than preschool aged may also be served. This should also be considered when determining how many PKC funded children to request.

GI-2: In Question 5 - does listing the districts to be served limit the future enrollments? If a child from a district not listed applies, still ok to enroll, yes? The listing of school districts served in the application would not limit future enrollments.

GI-3: Our MPI is 7 digits, not 9 digits. Will we need 9 digits for application? Our location MPI is then 11 digits in PELICAN, not 13. No, some are 7 and some are 9.

GI-4: Do we have to meet the 180 days in the first year or at a new location? All grants will be considered new this year since this is a full competitive rebid and contracting could be delayed so 160 days is the expectation for FY 2023-2024.

GI-5: Do the address and legal entity name listed with the AUN need to match the address and legal entity on the PKC grant application? Yes, all the legal entity information needs to match the provided AUN.

Eligibility (E)

E-1: If an agency we had been partnering with currently has their DHS license suspended, and won't have it in place by the application deadline, are we permitted to use this as a partnering agency?

A partnering agency not meeting PKC eligibility can be put into the grant, however partner locations with eligibility will be prioritized for funding. In addition, providers not meeting eligibility would not be able to serve any PKC funded children without the appropriate eligibility. The applying agency should have a back-up provider in mind in the event something doesn't go as planned with the provider obtaining their eligibility.

E-2: For Private Academic Nursery schools - if you are operating in compliance with no sanctions, your licensing renewal information was submitted punctually to PDE Private Schools Office and is under review (not yet processed/approved) at time of application, is that acceptable evidence of eligibility for the applying type? Staff will review information on Private Academic School licensing with Private Academic School licensing staff prior to moving an application to peer review. All applicants need to be eligible at the time the application is due.

E-3: When opening a new center, once we obtain a provisional license, that is valid for 6 months before we get a permanent license before we can obtain STAR 4. If we open a new center, is this grace period allowed if it is planning to serve ONLY PKC students?

PKC students cannot be served in a location until it meets one of the eligible provider types. December 1, 2023 is the date used for this to occur for new locations. This is to assure 160 days of instruction can occur for FY 2023 in newly opened locations.

April 2023

E-4: Are the STAR 2 facilities allowed to apply?

STAR 2 programs are not eligible to apply as a lead agency for PA PKC.

Proposed Service Area, Locations, and Risk Score Calculations (PLR)

PLR-1: Appendix A column 6 - when you say, "school based" PreK slots - does that mean locally funded slots - or PA PreK Counts slots?? I want to make sure I understand the chart.

School-based slots refer to prekindergarten slots reported by school districts to the Department of Education in PIMS. They are slots funded by district funding streams.

Current slots specific to PA PKC have been removed as a distinct column on the unmet charts because FY2023 is a competitive rebid year and all PA PKC slots are up for distribution. However, the School-Based Pre-K column may include some PA PKC and/or Head Start enrollments because the data includes all students enrolled in the district's Pre-K program, regardless of funding source, as of October 2022.

PLR-2: What are the data sources for the information provided in Appendix A?

Data Sources for the columns located in Appendix A:

- # of Children Ages 3-4: American Community Survey 5 Year Estimates (2016-20)
% of Children Ages 3-4 Living in Households under 300% FPL: American Community Survey 5 Year Estimates (2016-20)
- Targeted Population (# of Children Ages 3-4 under 300% FPL) = (# of Children Ages 3-4) * (% of Children Ages 3-4 Living in Households under 300% FPL)
- Federal Preschool HS 2022-23 Funded Slots: Federal PIR, Head Start Enterprise System (HSES)
- HSSAP 2022-23 Funded Slots: PELICAN PKC
- School-Based Pre-K 2021-22 Funded Slots Enrollments: Pennsylvania Department of Education, Public School Enrollments 2021-22
- Total Pre-K Funded Slots (E to G) = Federal Preschool HS 2022-23 Funded Slots + HSSAP 2022-23 Funded Slots + School-Based Pre-K 2021-22 Enrollments
- Total CCW Children Ages 3-4 Served in Keystone STARS 3 or 4 (November 2022): PELICAN CCW
- UNMET NEED = Targeted Population (# of Children Ages 3-4 under 300% FPL) - Total Pre-K Funded Slots - Total CCW Children Ages 3-4 Enrolled in Keystone STARS 3 or 4

PKC County Unmet Need/Statewide Unmet Need Percentage = County UNMET NEED / Statewide UNMET NEED

Additional Notes:

April 2023

Children could be served across multiple programs; funded slots include both half day and full day.

School-Based Pre-K includes all students enrolled in the LEA's Pre-K program, regardless of funding source, as of October 1.

PLR-3: The data within the appendix does not have correct number of pre-kindergarten slots for our county (for example, the federal preschool HS funded slots is not correct nor is the HSSAP funded slots.) These numbers were used to calculate unmet need for our county.

Data provided through various state systems (see response for PLR-2) were used to calculate the unmet need data provided in Appendix A and B of the [Application Guidance](#), and reflected the best available data available at the state level prior to distribution. If an applicant believes the data is not accurate, they should address this within the application responses in Section 2: Rationale for Services. Responses to these questions, including, but not limited to, information provided regarding data sets more recent than those provided in Appendix A and B, current enrollment information (for current grantees) and wait list information, will be reviewed, along with the county level unmet need as reflected in Appendix A and B when funding decisions are being made. When making funding decisions, Appendix A and B will be used as a starting point for decisions, however, applicants are strongly encouraged to provide all relevant information regarding local situations to support slot and funding level requests, especially when such requests exceed data presented in Appendix A and B.

PLR-4: P. 9 of the [Application Guidance](#) states that "Applicants should be aware of and use the numbers (in Appendix A and B) when making decisions about how many slots to apply for within a county." Does this mean we can't apply for more if we feel that local data from our community needs assessment supports asking for more?

P. 7 of the [Application Guidance](#) states; "Eligible applicants may apply for the level of funding necessary to support the scope of project activities that are supported by relevant and credible data, are cost effective, and relate to the goals and priorities of this initiative." Therefore, applicants are not limited by the data presented in Appendix A and B when submitting their application and can apply for any number of slots and funding that support the information the applicant provides within their application. Appendix A and B presents point in time state level data based on data reported to the state through various data systems and reflects "best available data." If applicants feel the data reflected in Appendix A and B does not fully reflect county unmet need, applicants are encouraged to tell their local story (as determined by the required community needs assessment) within the application questions located within the Rationale for Services section of the application. Responses to these questions, including, but not limited to, information provided regarding data sets more recent than those provided in Appendix A and B, current enrollment information (for current grantees) and wait list information, will be reviewed, along with the county level unmet

need as reflected in Appendix A and B when funding decisions are being made. When making funding decisions, Appendix A and B will be used as a starting point for decisions, however, applicants are strongly encouraged to provide all relevant information regarding local situations to support slot and funding level requests, especially when such requests exceed data presented in Appendix A and B.

PLR-5: If we want to allocate some of our PKC slots to another of our sites in a subsequent year, presuming it is a Star 3 or 4 site, will there be an option to do that later, or should we list that site NOW when defining our service area, even if it is not currently a star 3 or 4 site, and we do not expect to serve any of our slots there in the coming year?

Since there is no guarantee of slots being awarded in subsequent years, applicants should apply for all the slots they wish to serve. All funded slots are expected to be served in FY 2023-2024; however, grantees can change the locations of where slots are served each FY. This occurs through a continuation grant process.

PLR-6: Where do we get our PRI scores?

If you are a current grantee, your preschool program specialist can support you with this. If you are a new applicant, you would not have any previous PRI/monitoring scores.

PLR-7: Does a lead agency need to include all partner PRI scores in the application even for partners that will not be included as a partner in this PKC application?

No, only the applicant's PRI scores are considered as part of this application process.

PLR-8: I am a lead and have a partner. Confirming I only list the PRI for the lead location?

Correct.

PLR-9: Assuming we have a place to serve all our slots this year, should we list an additional site with 0 slots allocated to it NOW in the location chart in case we decide to change where we serve our PKC in the future?

This is not necessary. Location changes can happen mid-year, and/or as part of the continuation grant process, however all slots awarded for FY 2023-2024 are expected to be served in FY 2023-2024.

PLR-10: When operating several locations, do you wish the narrative/ rational to address each location or an overview why we should receive grant?

This will depend on the question. For some you will include specifics on program implementation which should clearly describe how children will be served and differences by location (if differences will occur).

PLR-11: Classrooms configurations: If the grant states we will provide 2 classrooms for 36 PKC children; 18 children in each classroom but later we decide to redistribute the children into 1 classroom with 20 children and 1 classroom with 16 children, is this allowed?

Yes. Any changes should be discussed with the assigned preschool program specialist prior to the change being made.

PLR-12: If the partner provider location isn't approved by the beginning of the school year, can students be served at the lead agency location until the partner location is approved and then the students be moved to the partner location?

Yes.

PLR-13: What is the total amount of PRI points are available

For FY 2022-2023 the highest available PRI points was 333.

Partnerships (P)

P-1: If another agency is applying for slots in the same area as another agency and this is known at time of application should both apply for slots?

If collaboration cannot occur, then it is allowable for both agencies to apply for slots in the same area. When funding decisions are made, all applications within the same county will be reviewed, as well as which zip codes the locations are located in. This is to avoid over saturation in one area.

P-2: Where are partnerships prioritized within the grant application?

Up to 50 priority points are provided for joint applicants in Question 4 within PKC status, partnerships, and locations section of the grant.

P-3: If a partner agreement is revised at any time during the 5-year grant term, does OCDEL need the updated agreement?

Yes, the assigned preschool program specialists would need to be made aware of and approve any changes.

P-4: Can a group childcare facility partner with another group childcare facility?

Yes, if both are at least STAR 3 programs.

P-5: Other than the Partner Letter of Commitment, does a partnership agreement need to be uploaded?

No.

P-6: Partners are responsible for being able to fulfil their capacity asks if applying as a joint through 2 different leads-the lead agencies would not be responsible if a partner overextends themselves, correct?

Lead agencies do have a responsibility to assure the slots being funded are being served in partner agencies. Lead agencies do have the right to shift slots to new partners if slots are not being served.

P-7: In a partnership, can one of the partners be a corporate entity providing administrative support, while the other be a provider location?

Yes. In this instance it is suggested that the agency providing only admin support apply as the lead agency with partners who are providing direct PKC services.

P-8: So, a school district has as much time as they want to secure partners, but childcare providers must list partners ahead of time?

This statement is not accurate. All applicants, regardless of provider type, applying as a joint applicant must list their partners within the partnership charts of the grant application.

P-9: We are in a precarious position as our current partner has recently informed us that they no longer wish to partner with us. They are considering being the partner in this next transition year but not for the 5 years of the grant and will not sign off on a 5-year commitment. We do not have the time to develop an RFP and put it out to the community in order to have a partner in place by the time the grant application is due. Would we be permitted to apply as a lead agency and add a partner later on? Would we be permitted to have them sign off on a 1-year agreement?

The partner letter of commitment is only for FY 2023-2024, not the full 5-years. A partner or lead can end the partner relationship at any time if there are clear parameters established within the partnership agreement. If you do not apply for the slots now, there is no guarantee they could be added to a grant in subsequent years.

Collaborations (C)

C-1: If we partner with a local university for students needing intern hours after completing their student teachers, where can we include this? Or should we mention this?

This should be included in the collaborations section of the grant application and there should be information included as to how this relationship benefits the PA PKC program.

C-2: For the collaboration section, do we have to upload a letter of collaboration for each agency, or just provide a detailed description

An upload is not required, but applicants may upload agreements.

C-3: Would a signed MOU with a school district be considered a letter of support, as addressed in the Collaborations section?

To be considered for points, the letter should be on district letter head, be recent (signed after March 1, 2022), be signed by a school district official and includes items specific to PA PKC collaborations.

Scoring (SC)

SC-1: If an agency is currently a PKC lead agency, but would like to partner with a newly established third-party entity, would they lose the priority points since the third-party entity would be new to PKC?

The third-party entity applying would be considered the lead agency on the grant so the partner history would not be considered for the scoring of prior PA PKC experience.

Fiscal (F)

F-1: If a partner agreement changes the pass through amount at some point during the grant year, other than a budget revision, does anything else need to be done?

This would be discussed with the assigned Preschool Program Specialist before any changes would be made. There is a program change form that is completed as part of this process because the grant structure in PELICAN would need to reflect any changes. Then the budget revision happens.

F-2: If a Lead Agency does not receive more than \$750,000 in Pre-K Counts funding and therefore not required to have an audit, but chooses to have a voluntary financial audit conducted can this be included in the budget?

Yes.

F-3: And also, if a Lead Agency has a voluntary financial audit conducted and submits it to OCDEL will this make them exempt from the fiscal review?

The review would consist of reviewing the said audit. So not exempt, per se, but could use the audit for the review.

F-4: Do Lead Agencies need to include each of their partners into the salary portion?

Only if the lead is covering the payments of partner staff salaries (and this is not allowable for the lead teacher salary). Otherwise, the lead passes funding to partners who create their own budgets.

F-5: The guidance suggests recommended ranges for Lead teacher salaries, but where would we find information about aide salaries?

PA PKC regulation and policy does not provide guidance for aide salaries.

F-6: For salary ranges for school districts...do we list our steps and their salaries? That would be appropriate as the question asks for salary ranges.

F-7: Is \$45,000 the recommended salary regardless of the percentage of PKC children in the classroom? For example, 7 out of 14 children in a classroom are PKC. Is the salary suggested to be \$45,000 in this situation? In the past, if we would have a blended funding classroom the blended funding teacher would have a PKC salary of \$45,000 but at a percentage. For example, 20 children total-10 PKC children-10 other funded children. The staff's salary would be \$45,000 at 50% and the childcare salary amount at 50%. Is this still the standard or has this changed?

This is the suggested PA PKC lead teacher salary regardless of number of PA PKC children served in a classroom, since the lead teacher still needs to meet the PA PKC regulatory requirements of lead teacher. However, if the teacher receives a percentage of PKC salary and a percentage of another salary based on their workday/week/year and/or number of students in the classroom, then this should just be clearly noted in the narrative and budgets.

F-8: Is there a place to tell what cost are allowable for PA Pre-K Counts?

Please refer to the Fiscal Supplement provided on the [PA PKC How to Apply](#) website.

F-9: If we have multiple partners, we should enter by line item the lead agencies' budget, with the partner pass thru amounts listed and then upload the spreadsheet template that includes the partner's detailed line budgets on each of their respective tabs?

Complete the lead agency budget for any expenses being paid for by the lead agency, enter an amount for the pass through line item including all money being passed through to partners. Then each partner submits a budget on the template provided that should equal the partners pass through amount.

F-10: Is the fiscal supplement the only cost allowable?

Yes.

F-11: Does the budget template include all the specific allocations, or do we have to develop our own template?

All line items are included that PA PKC funding could be allocated against.

F-12: So, budget detail should reflect 160 days of service where applicable?

You can still budget for 180 days of service as the funding will not be cost allocated for 160 days. This "extra" funding is considered "start up."

F-13: If the classrooms are only used for PKC children during the school year and the classrooms remain vacant during the summer months, can the rent during the summer months for these empty classrooms be included in the budget?

It is preferred that rent for non-PKC times of the year be covered by another funding source if the space remains dormant for any amount of time. To allow PA PKC to cover this space, some type of events should occur during that time frame that benefit the PA PKC program (ex. PD events for staff, family gatherings).

F-14: Will we create a budget of \$10,000 per child or \$11,000 per child?

The cost per child for this application is \$11,000 for full day and \$5,500 for half day, as noted on page 12 of the [Application Guidance](#).

Staffing (S)

S-1: An Aide completes all necessary requirements and becomes a PDE Level 1 Lead Teacher however there are no Lead Teacher positions available for them at their current location of employment and they remain as an Aide. Can their three years of satisfactory service include the time spent as an Aide?

No, they would need to be serving in the capacity of lead teacher with those roles and responsibilities.

S-2: If a Lead Agency provides a teacher for a partner as a short term sub, should the Teacher's salary be reported under the Lead Agency or Partner budget?

The partnering agency is responsible for hiring and paying the lead teacher including any long-term substitutes (over 90 days, who should be applying for Emergency Certification), so there should be a defined teacher salary within the partner budget. If there is a need for short term substitutes (less than 90 days) and the lead covers that then the substitute costs would be in the lead agency budget. These should be considered as separate costs.

S-3: Question 1c - does that mean if we have 20 kids in the class - we explain that there is a lead teacher and assistant teacher, for example, that will supervise. Another example - if there is a class with 18 kids and expectation of 3 adults - we have 1:6, correct? DEFINE TEACHER - is that certified or staff in classroom? thank you -

Any staff in the classroom with qualifications of either PA PKC lead teacher or aide (please note, the term "assistant teacher" is not used or defined by the PA PKC program). See p. 24 of [PKC-regs-2023-FINAL-.pdf \(pcdn.co\)](#) for regulations on staffing qualification for lead teacher and aide.

Miscellaneous (M)

M-1: What data would be useful from the Open Data Portal?

The data shows PKC and HSSAP funded slots by locations and can be sorted by county and/or zip code. In addition, there is a child care provider file that shows all child care locations by county and zip code. This could be used to determine other agencies already providing care to PK aged children.

M-2: If a 3-year-old child is on the waitlist for the 2022-2023 school year with a 2022 Enrollment Form, do they need to complete the 2023 Enrollment Form for enrollment in the 2023-2024 school year or can the 2022 Form be used?

If the agency is funded for FY 2023-2024 students currently eligible and enrolled in FY 2022-2023 do not need to have eligibility determined again for their second year.

M-3: Community Needs Assessment - Where can a list of ALL current PKC locations be found?

<https://data.pa.gov/browse?category=Schools+that+Teach>

M-4: Student to teacher ratio... do we list for Lead and Partner?

If the ratios differ, yes.

M-5: Should we submit our FIP under the school year calendar?

In-person instruction is the expectation for FY 2023-2024 and Flexible Instruction should not be used to fulfill the 160 (new locations) or 180-day requirement except in the case of professional development days where a FIP is being implemented.

M-6: How are special programs defined?

Anything that is not explicitly required of the PA PKC program and will include PA PKC funded students.

M-7: Is it legal to offer health insurance to PreK counts teachers and not the other members of your company?

This would need to be discussed with the agency's legal representation.

M-8: Just to confirm, if income eligibility is documented and confirmed the first year, but the family income is over 300% the 2nd year, the child is still eligible, correct?

Income eligibility is only determined at initial entry into the program.

M-9: What is the best way to determine income guidelines? Paystubs? Tax documents? What is best practice or preferred?

Please see [PA PKC regulatory document](#), supplemental resource #002 Income and Family Size Verification Guidelines (p.40).

April 2023

M-10: Can an FIP take place to ensure at least 160 if we are setting up a new location?

No. In-person instruction is the expectation for FY 2023-2024.