**Q and A for Career & Training Services and FFR reports**

**Q1** Could you please send out the script that you were reading from as it was a little fast for me to process.

**A1)** **The script is included in the PPT that was sent to CBS on Thursday, September 21st.**

**Q2)** Many colleges utilize non-BEdA federal funding sources to pay for IBEST instruction. Please clarify that in Section F we should only report federal dollars received through the BEdA Master grant.

**A2) For section F on the FFR documents, please only report any federal spending from the BEdA Master and/or IELCE grants.**

**Q3)** where do we put additional funds received from legislature for refugee assistance last year?

**A3) As these are state funds they are not reported to the feds unless you use them for match.**

**Q4)** If the services were provided to a student that became a participant later due to the career service activities do you include the funding provided as a 'core service' prior to participant status?

**A4) Yes.**

**Q5)** If we are using IELCE funds for navigator, this would be 100% reportable as career services?

**A5) Report the proportion of funds related to the amount of time spent offering career services.**

**Q6)** The list of Career Services includes activities that are also supposed to be woven into the curriculum and therefore a part of teaching and not separated out. This also includes the intake, orientation, and getting started phase for most students. If our program doesn't have any official IET programs, do we have to separate out the time spent in these activities as Career Service? Although we don't charge intake time to the BEdA Master grant, they are woven into instruction time, which we do charge to the BEdA Master Grant.

**A6) Report the proportion of funds related to the amount of time spent offering career services. Career Services reporting is not limited to IET programs. It relates to all participants.**

**Q7)** Please clarify what falls under the title as "Local Cash" (also in Recipient Share?)

**A7) Local funds vary by institution. Each institution’s business office should be able to help determine which, if any, local funds were spent to support administrative and program costs for adult education activities (as defined in the Adult Education and Family Literacy Act).**

**Q8)** In section 7b, should we include revenue generated from tuition and spent on program operations?

**A8)** **More information is required to answer this question. Please contact Denise Costello directly at** [**dcostelllo@sbctc.edu**](mailto:dcostelllo@sbctc.edu)**.**

**\****The SBCTC will update the answer for Q8 for all to see once clarification of the question is received.*

**Q9)** What counts as "agency spending" is the BEdA funds we receive from the legislature (our "operating" funds)?

**A9) More information is required to answer this question. Please contact Denise Costello directly at dcostelllo@sbctc.edu.**

*\*The SBCTC will update the answer for Q9 for all to see once clarification of the question is received.*

**Q10)** I will need to go over the entire process for understanding the Recipient Share FFR.

**A10) SBCTC is happy to provide individual technical assistance. For Career & Training Services reporting questions, please contact Scott Toscano, BEdA Program Administrator,** [**stoscano@sbctc.edu**](mailto:stoscano@sbctc.edu)**​. For Federal Financial Reports (FFR) reporting questions, please contact Denise Costello, Associate Director, Fiscal Management, dcostello@sbctc.edu**