



FORM 5

Acknowledgment of Amendments

Request for Information (Q&A)

The Mississippi Teacher Residency Program in Elementary Education (K-6) and Special Education Mild/Moderate

Amendment Number One August 5, 2025

1. On page 6, the grant requires that there must be a program coordinator and/or grant manager.
 - Are grant funds available to cover the salaries of the grant manager and/or program coordinator?
 - **Yes, please refer to Application Criteria Section 2.1 item 3.**
 - Can salary funding be in addition to the \$14,000 per student or would these expenses have to be paid out of the \$14,000 per student?
 - **All expenses outlined in Section 2.1 must be budgeted within the per pupil rate of up to \$14,000 per candidate.**

2. Is the total amount of grant funding up to \$140,000 (based on 10 candidates at \$14,000 per candidate for round 1)?
 - **Yes.**

Do other expenses, such as faculty salary costs or mentor salaries, have to be included in that \$140,000, or could those funds be in addition to the per-pupil amount of \$140,000?

 - **All expenses outlined in Section 2.1 must be budgeted within the per pupil rate of up to \$14,000 per candidate.**

3. On page 6, item 4, required reports must include: candidate enrollment counts, mentor/mentee contact hour logs, course completion pass rates, and licensure pass rates. Would this only apply to MTR programs **and not** endorsement only in elementary or special ed? If so, what would be required for endorsement only programs.
 - **The reports required in Section 2.1 item 4 are for Elementary Education (K-6) and Special Education Mild/Moderate initial licensure or supplemental endorsement candidates.**

4. Would funds have to be used this academic school year 2025-2026, or could they be used in 2026-2027 so that students could be recruited for the program and accepted in a cohort starting 2026-2027?
 - **Funds must be used for the academic school year 2025-2026 with the grant period ending June 30, 2026.**

5. Can you provide examples to clarify the statement “Additions, modifications, alterations, or perceived improvements to any portion of the solicitation should be considered non-responsive and will not be evaluated”?
- **Section 5.5 Rejection of Applications states: Applicants that do not conform to the requirements of the solicitation will be rejected by the Mississippi Department of Education. Please refer to the reasons for application rejection listed in Section 5.5.**
6. On p. 20, the partnerships and wraparound services section, would this apply to **only to MTR programs** and not endorsement programs?
- **Please refer to Section 1.1 whereby the program will provide grants to Mississippi educator preparation programs to enroll candidates to complete an approved program to obtain their initial license or supplemental endorsement in Elementary (K-6) or Special Education Mild/Moderate in geographical critical shortage areas. Furthermore, supplemental endorsements are included in the Mississippi Teacher Residency (MTR) Program in Elementary Education (K-6) and Special Education Mild/Moderate Request for Application (RFA).**
7. For Round 2 funding, does this have to be based on another cohort of 10 students at \$14,000 per student?
- **Round 1 is for up to 10 candidates for up to \$14,000, per candidate. Round 2 is for each additional candidate for up to \$14,000 per candidate if any funds remain from Round 1.**
- Or could additional expenses be included, such as faculty salaries and the program coordinator’s salary, etc.?
- **All expenses outlined in Section 2.1 must be budgeted within the per pupil rate of up to \$14,000 per candidate.**
8. Allowable costs:
- “There is a 20% cap on administrative costs.”
 - Are the ‘administrative costs’ referenced *direct costs* such as salaries and fringes for administrative personnel?
 - **Budget Summary Form B identifies Budget categories (Lines 1-8) for Total Direct Costs.**
 - Or *indirect costs*, i.e. IHE institutional Indirect (F&A) costs?
 - **Not applicable.**
9. Are IHE *Indirect Costs* (F&A) allowable? **Not applicable.**
- There is no reference to IHE Indirect Costs (F&A) in the Request for Application, except in the instructions on Optional Form C (p.29).
 - **Optional Form C- (page 29) referenced, “if applicable”. The Category/Activity does not list “Indirect Cost”, as it is not applicable to the Budget Narrative.**

10. Is there a set page limit or word count limit that should be adhered to when writing the detailed description of the proposed MTR program design, or is the application limited to what is requested in the “application forms”? We noted the Formatting and Submission Directions on page 9 of the Request for Applications; however, there was no specific guidance on word count or page limits for the project narrative.

- **The page limit or word count is not applicable. Please refer to the RFA, applicants should ensure that all guidelines and requirements are met before submitting applications.**

11. Budget Request Questions. What is the maximum amount that the IHE may request for a single budget year to support the proposed MTR Project? If there is not a specified budget request maximum, what is the anticipated funding amount for each project?

- **Please refer to Section 3. Grant Award and Responsibilities: All eligible IHEs with a complete, qualifying application will be awarded on a per pupil rate of up to \$14,000 per candidate for up to ten (10) candidates in a Round 1 review. If funds remain for additional candidates, IHEs will be ranked from highest to lowest out of the total number of applications requesting more than the initial ten (10) candidates from Round 1 until funding is exhausted.**

12. Timeline and Implementation Question. May we request funds for a planning period AY 25-26 with the intention of relaunching a refined MTR Program at Summer 2026? On this timeline, the first cohort of new students would complete their degrees by June 2027 (rather than June 2026). Our team is considering modifying our project design somewhat to address some areas in need of improvement that were identified in the previous funding cycle. These changes will require some time for planning during fall 2025 (October-December); the modifications will also call for us to reconnect with previous MTR program participants who need additional support completing licensure examination requirements during spring 2026.

- **Funds must be used for the academic school year 2025-2026 with the grant period ending June 30, 2026. Please refer to Section 1.1: Program Purpose and Goals as the program will provide grants to Mississippi educator preparation programs to enroll candidates to complete an approved program to obtain their initial license or supplemental endorsement in Elementary Education (K-6) or Special Education Mild/Moderate in geographical critical shortage areas.**

13. Does the 20% administrative cost limitation include only the salary of the program coordinator, or does it also include the fringe benefits and travel costs for the program coordinator? If costs other than salary are included in the 20% administrative cost limitation, how do these costs need to be reflected in the budget? On the Administration budget line or on the Fringe Benefits and Travel lines?

- **Administrative costs would include salaries, benefits, stipends, and related costs for the program coordinator. All administrative costs should be reflected and described in the general description under line 2 Administration on the budget forms.**

14. My Praxis II Licensure report states the following. “MDE waiver in effect. Due to COVID-19, licensure testing requirements for students in teacher education programs were suspended beginning in the spring of 2020 and ending December 31, 2023. Data for 22-23 and 23-24 not reported due to waiver in effect during the academic year.” In light of this, how should we report this information?

- **Universities should include any available licensure testing data from 22-23 and 23-24 that they collected for teacher education programs. If a university does not have these data accessible, due to the COVID-19 licensure waiver, universities may report this information for 24-25.**

15. Are universities allowed to charge F&A to the grant? Indirect costs are mentioned in the directions on Optional Form C: Round 2 Budget Narrative (pg.29) but not on Form C: Round 1 Budget Narrative (page 27). Additionally, indirect costs are not listed as one of the eight categories on either budget form.

- **Optional Form C- (page 29) referenced, “if applicable”. The Category/Activity does not list “Indirect Cost”, as it is not applicable to the Budget Narrative.**

16. If indirect costs are allowed, is there a set limit or will each IHE utilize their federally negotiated rate?

- **Optional Form C- (page 29) referenced, “if applicable”. The Category/Activity does not list “Indirect Cost”, as it is not applicable to the Budget Narrative.**

17. Is there a narrative requirement for the proposal? No mention is made of a need statement, goals/objectives, evaluation plan, etc.

- **Yes, please refer to Form A: Budget Overview and other sections of the application that include a description.**

18. Is there a page limit to any portion of the submission? Specific instructions are provided on pages 9-10 regarding page size, margins, fonts, etc. However, no page limit is listed.

- **The page limit or word count is not applicable. Please refer to the RFA, applicants should ensure that all guidelines and requirements are met before submitting applications.**

19. Will universities need to use MDE’s application and/or selection process for residents participating in this round of MTR funding?

- **No, previously used MTR applications issued through MDE are not applicable to this RFA. IHEs are responsible for their own selection process.**

20. Are there any additional trainings or meetings that MDE intends to require of residents?

- **Virtual training or meetings may be scheduled for grantees as needed.**

21. MTR candidate stipends – Do these have any restrictions and/or guidelines? Do the residents need to teach in a specific content area, geographical area, etc.?

- **Stipends should be reserved for candidates securing initial licensure or supplemental endorsement in Elementary Education (K-6) or Special Education Mild/Moderate in geographical critical shortage areas as listed at <https://mdek12.org/educatoreffectiveness/slf/>**

22. Projected Completion and Licensure Data – Supplemental Endorsement in Elementary Education/Special Education – Residents are usually only initial licensure candidates. We do have students have another type of licensure and are pursuing endorsements in ELED/SPED. Are we allowed to include those as residents for this grant?

- **Yes, you are allowed to include students who are pursuing initial licensure or endorsements in Elementary Education (K-6) or Special Education Mild/Moderate.**

Amendment Number One

NOTE: This amendment one is hereby made a part of the Mississippi Department of Education's Request for Applications. The Applicant acknowledges receipt of said amendment and is made aware of the changes contained therein. By signing this form, the Applicant accepts the changes as part of the subgrant requirement.

Authorized Signature

Date

Printed Name

