

ELL Co-Enrollment Pilot Project

Frequently Asked Questions: Grant Extension & Modification Process

1. What is the process for completing a performance modification and extension request? What are the specific forms to use and where can they be found?

In order to request a performance modification and/or extension, grantees should contact the EDD Project Manager (PM) via email at WSBProjectManagement@edd.ca.gov, requesting an extension with a justification for the request. Based on the specifics of their request, the PM will be able to let each grantee know how to proceed including which exhibits will be required to be modified. Extensions can only be granted through 3/31/21. The grantees should discuss the modifications with the PM first, prior to modifying their exhibits, to ensure changes are reflected on the correct documents.

2. Are there additional funds to support this work?

There may at some point be future funding opportunities utilizing WIOA 15% Governor's Discretionary funds to support services tailored to serving English Language Learners, but there are no current funding announcements. Grantees should continue to look for opportunities to leverage other resources in their local areas including but not limited to WIOA formula youth, adult, and dislocated worker funds, National Dislocated Worker Grant (NDWG) funds, Additional Assistance (AA) grants, and any other funds provided to local areas, as well as programs and funding available through partner resources including WIOA Title II, Title III, and Title IV funds, Adult Education Block Grant (AEBG) funds, Community Services Block Grant (CSBG), Migrant and Seasonal Farmworker services, and California Department of Social Services (CDSS) programs like CalWORKS and Refugee Social Services (RSS).

3. Are grantees able to propose a modification to the amount of match/leverage funds going towards the pilot?

Yes, grantees can make modifications to their proposed leverage as long as the changes remain within the requirements of the RFA. The RFA requires a 1:1 match.

4. Rather than submitting monthly reports to the state, can the grantees submit their progress reports quarterly?

Although monthly reporting is required by the RFA, the EDD is willing to establish narrative quarterly reporting only starting with the quarter of 7/1/20, which leaves three full quarters if projects extend to 3/31/21. The last quarterly report would be the closeout. The PM will send an announcement about this with the quarterly report template.

5. Will services need to stop in December so that the grant can close out before restarting for the final 3 months? What will the grant close out process look like?

No. The grant extension will not require an additional closeout period. Closeout will occur at the end of the extended period, and will occur as normal, though there may be a reduced period of time to conduct closeout, which needs to be fully completed by the end of the fiscal year. Closeout reports are due 60 days after the end of the grant, but in the case of extended projects the closeout report is due 30 days after the end of the extended period of performance. Please refer to the [WSD16-05 WIOA Closeout Requirements](#).