



California Community Colleges

Cal LAW Letter of Intent Frequently Asked Questions (FAQs)

Question:

What is the permissible indirect cost rate for the Cal LAW LOI? Also, is there a list of allowable/non allowable costs?

Response:

The Workforce and Economic Development division uses a maximum four percent indirect rate. There is not a list of allowable/non-allowable costs. However, the budget should only include costs that are reasonable and directly related to achieving the goals of the program as outlined in the college's application.

Question:

Do we need to complete the table of project contacts, application responses, and budget table separately and then upload them into NOVA?

Response:

No, the only document that you need to upload is Appendix B, which requires signatures. The project contacts, application responses, and budget table and narrative should be completed directly in the Chancellor's Office NOVA system. They are provided in the Letter of Intent (LOI) only to support the preparation of the responses and information you will need to enter into NOVA.

Question:

There is space in NOVA for us to enter the responses to the narrative questions, with a character limit of 2,500 characters each. Do we have to attach the written responses as a PDF document in addition to typing them into NOVA in the "Written Response Questions" area?

Response:

No, except for Appendix B, we only need your responses in the spaces provided in NOVA; Our intent in providing them in the LOI was to provide colleges a way to get started on their responses while waiting for the availability of NOVA.

Question:

I would like to get access to NOVA so I am able to submit a letter of intent for the Cal Law Program. Can you please help me with this?

Response:

Please contact the NOVA Help Desk to request access to the system:

<https://nova.cccco.edu/request-access>.

Question:

We recently received a copy of the Cal Law Letter of Intent. Our college has been an awardee in past cycles. Is this a new award opportunity that we would be required to complete if we wish to be considered for this round of funding? Or do we automatically receive funds via an allocation process since we've been funded in the past?

Response:

There is no automatic allocation. You would need to apply to be considered for the funding referenced in the March 17, 2023 Cal LAW Letter of Intent. Also, please note that those colleges awarded in the first round of this LOI, via the January 27, 2023, Chancellor's Office Cal LAW award letter, are not eligible to apply again. However, colleges that applied and were not awarded may apply again in this round.

Question:

Is there more information on how to categorize the budget items? We are trying to decide how to categorize a few of the items, but do not see any information in the LOI regarding that topic.

Response:

There is no other budget clarification for this Letter of Intent (LOI) application. The general purpose of requesting budgets and narrative is to evaluate whether the proposal is well planned and reasonable in scope. For this LOI, the narrative (Question 11) allows for that explanation. Also, typically, a minor error in budget does not reflect in the scoring and can be corrected after the fact.