

AST&S RFP Applicant Questions

1. Definition of “Earn While You Learn” Does the program require ambulance services to currently have a formal paid “Earn While You Learn” program already established, or can grant funds be used to create a program for staff currently pursuing EMT education?
 - a. **No, there is no formal requirement.**
2. Eligibility for Individuals Already in Training. We currently have two EMRs enrolled in online EMT programs who began training approximately one month ago and have not yet completed coursework or taken the NREMT exam. Would individuals already enrolled prior to the grant award/application period be eligible?
 - a. **If you have someone either currently, or in the future, pursuing an EMT certification they would be eligible.**
3. Eligibility for Recently Completed EMT Coursework. We have one EMR who completed EMT coursework last week but has not yet taken the NREMT exam or obtained EMT licensure. Would this individual still qualify for eligible training-related reimbursement? The EMT course itself was funded through the Sanford grant; however, we are wondering if remaining education-related expenses (such as the EMT textbook/materials or certification-related costs) may still qualify.
 - a. **Maybe, only costs incurred after the grant period begin are eligible.**
4. Timing / Training Window. Is there a required timeframe in which an EMT trainee must begin or complete training to qualify? For example:
 - a. Is there a maximum period someone may remain “in training” and still be eligible?
 - i. **No, just the maximum grant period.**
 - b. Is there a limit to the number of training hours that may be covered?
 - i. **No**
 - c. Can an EMR working toward EMT certification have training hours counted while actively enrolled in EMT education, or must they first complete/pass the EMT course to be considered eligible for EMT training support?
 - i. **Actively enrolled in EMT education.**
 - d. Does the trainee need to complete/pass the NREMT exam, or is Minnesota EMT licensure sufficient for eligibility?
 - i. **The NREMT exam is required.**
5. Retroactive Costs. Can grant funds reimburse training costs incurred prior to award (tuition, course fees, books, etc.) if the trainee is still actively in the EMT pipeline?
 - a. **No, only expenses incurred after the contract is finalized.**

6. Eligible Expenses. Can funding be used for the following:
 - a. EMT tuition/course fees
 - i. **Yes**
 - b. Online EMT program fees
 - i. **Yes**
 - c. Textbooks/materials
 - i. **No, only the tuition/program itself**
 - d. NREMT testing fees
 - i. **Yes**
 - e. State EMT application/licensure fees
 - i. **No**
 - f. Travel expenses for required skills labs/testing
 - i. **No**
 - g. Wages and benefits paid to trainees while completing training
 - i. **Yes**
7. Trainee Employment Commitment. Are ambulance services allowed or encouraged to require a service commitment/retention agreement for employees receiving grant-funded training?
 - a. **You are allowed.**
8. Age: If a person is 17 and goes through the EMT program and then plans to test out at 18 are they eligible? The reason I ask is we have a high school in the area that may have one or two kids that are interested.
 - a. **Yes, if they turn 18 within the grant period so that they are able to attempt the NREMT/finish their training.**
9. What happens if someone doesn't pass the certification exam or they drop out of the program?
 - a. **The costs would be eligible up until they no longer were pursuing the EMT certification/NREMT (up to 2 attempts).**
10. Are trainees paid for their training hours on our regular payroll cycle? Or do we wait to pay them for their training until after they have received their certification so that if they quit the program or are unable to get certified, we are not out the money of paying them? (Obviously we would still have incurred the cost of our trainers, materials, etc.)
 - a. **How you pay your employees/trainees is up to you, however, any training hours paid during the grant period would be eligible for reimbursement.**
11. I do not have a class established yet - do I need all the definite numbers before the application is submitted?
 - a. **An estimate is needed; how many you hope to enroll.**
12. Can it apply towards EMT advancing towards ALS certification?
 - a. **No, only initial EMT certification.**

13. Does this need to be a class we personally provide, or can we send our people for training?
- a. **You are not required to provide the class.**
14. If we have people in training currently, can we apply this towards their education and hours?
- a. **Yes, but only expenses incurred after the start of the grant (finalized and signed contract).**
15. If we planned for 10 people but only got 6, is that a problem?
- a. **No, we would just need an explanation in the progress report/final report.**
16. Are we reimbursed at the end or can we submit invoices or receipts throughout the process for reimbursement?
- a. **Invoices for this grant are monthly.**
17. If a student doesn't succeed, do we pay back the grant?
- a. **If a student does not pass the NREMT after two attempts, there is no requirement to pay any money back to the state (provided all reimbursements were for eligible expenses).**