

# Pathways for Advancement in Community College Education (PACE)

Answers given by Board of Regents staff in response to questions in response to the PACE Request for Proposals (RFP) as of **May 27, 2026**, which was the last day to answer questions.

**Proposals Due: June 17, 2026**

## Question:

As we continue preparing our proposal, we had a few clarification questions regarding the application requirements and eligibility guidelines:

- **Multi-Tier Faculty Nominations:** Can a single faculty member be included across multiple tiers within the same proposal (for example, foundational professional development and non-graduate coursework/certification)? If so, is there a preferred way this should be reflected within the application and budget narrative?
- **Faculty Substitution Policy:** If a nominated faculty member becomes unable to participate due to medical leave, emergency, or other unforeseen circumstances, would the institution be permitted to substitute another faculty member? If so, what would that approval process look like?
- **Budget Forms/Biosketches:** We wanted to confirm whether there are fillable budget forms and biosketch templates available for submission, or if institutions should create these documents using the formats and guidance outlined in the RFP.
- **Travel and Equipment Training:** Can travel associated with specialized equipment or facility training (such as SEM or eDNA training) be included under professional development/training costs, even if the activity is not structured as a formal workshop or conference, provided the training is well-justified within the proposal and budget narrative?

## Answer:

**Multi-Tier Faculty Nominations:** Yes, a faculty member can be included across multiple tiers within the same proposal. There is no preference on how this is reflected. Please work with your administrator/PI to ensure the individual's need for each tier/funding is reflected accurately in the proposal.

**Faculty Substitution Policy:** If a nominated faculty member is unable to fulfill the requirements, an institution could propose a substitution. This would be reviewed on a case-by-case basis and subject to the approval of the Board of Regents. A detailed explanation would have to be made to the Board to include a) the situation that arose which caused the faculty to be unable to fulfill the obligation, and b) credentials, background, and justification for the proposed faculty replacement.

**Budget Forms/Biosketches:** Fillable budget forms and biosketch are not available. Attached are the PACE forms in word. We will make this available on the website as well.

**Travel and Equipment Training:** Yes, travel for training is an allowable expense provided the training is clearly explained and justified in the proposal.