3rd Office Hours Session- March 19, 2021

**Extending the due date: 21st CCLC Grant Application now due Wednesday, May 12, 2021 by 11:59PM**

**Q. I am working with a small school district and there is a questions regarding the 12 hours per week. They are creating a weekly schedule to meet this parameter, however due to the size of their school and community, some days the program will have to be cancelled for middle or high school basketball or volleyball games as the same families/teachers will be running those events instead of the 21st Center. They will average 12 hours a week by adding in some Saturday programming. Is it acceptable to average 12 hours per week over the course of the school year?**

A. Cohort IX subgrantees are required to have at least 12 hours of OST programming each week. These hours can be thought of as the hours that the 21st CCLC is “open” in any given week, and is inclusive of any parent and family or weekend programming offered. If you cannot meet the 12 hours for a particular week, averaging is allowed. However, the 12 hours minimum should be the “regular schedule.”

Please note that two programs running during the same time block are only counted once towards the required hours.

**Q. Is the cost per student based on the full grant (all sites/centers) or do you want a cost per student per site/center?**

A. The way the RFA is set up, cost per student is at the grantee level. It is not center/site specific. If there is a large difference in cost per student by center/site, please provide additional information in the narrative rubric section H.2 and other appropriate areas throughout application.

**Q. We are writing for a school in our school district. This district is small and comprises 3 different elementary schools (ECE, K-2, 3-8), and are in very close proximity to each other. As we know, if a family has multiple children in a home, a barrier to attendance can be if a sibling can also be in the program. We plan to target families that attend our school for our summer program. This means that some of the students will be from the neighboring 3-5 school. Can you confirm that we will still receive priority points for writing specifically for out school and the siblings, so that we can support the whole family?**

Writing for multiple sites is an option for this RFA. However, all school codes must be on the priority list to receive the points.

Centers/sites are expected to prioritize for services the students described in the “target population” section of the grant application. If programs have maximized students from this population at the host site and have space for additional students, they may serve any students from the greater community who meet the target population parameters (e.g. age or grade level). For example, programs that are not at capacity may serve students who are home schooled or attend private schools if they live in the school community, assuming priority for program spots is given to students that grant was approved to serve. Likewise, centers/sites must prioritize the parents and families of student participants for family services.

If the program is considered family engagement for the student population, you can offer programming to siblings but this is not an option with primary 21st CCLC student programming.

**Q. I am applying to renew our Consortium and wondering what exactly was expected for the Consortium agreement? I will have letters of commitment from each of the three site’s principals acknowledging that we are a consortium grant along with each center’s principal signoff form, but curious if there is something different that is expected?**

A. Specific criteria and considerations for consortium grants are found in the the “*Glossary of Terms*” section of the RFA and in questions/responses from last week’s office hours (found below).

**Q. Regarding Appendix F, I was planning on having the district’s grant team/manager fill out this form and sign demonstrating our history of financial compliance and competency, would that be the correct representative to fill out this form? Additionally, in Survey Monkey it requests to upload financial documents, would this be our past AFR or a hyperlink for the entire district’s report on their financial standing?**

A. The authorized representative, who will be signing the application in other areas, should also sign the risk assessment.

Applicants should submit their last audited report such as the financial statements for the most recent financial period at the organization level. Applicants can submit a hyperlink to these documents if it is available.

**Q. For the GEPA statement, I was told that for some grants applicants are asked to submit a write up/narrative of their own, but in the Survey Monkey the way I understood it was that the guidelines are outlined and our requirements are to check the box demonstrating acknowledgment and agreement followed by a district representative signature? So my question in short is do we just need to read the terms, accept and check the box and add the signature?**

A. References to providing new/separate GEPA statements in the application have been removed. Applicants are required to check off on the assurances.

**Q. Is the budget narrative a separate upload?**

A. No, it is not a separate upload. There is a text box in the online application where you will be able to respond.

**\*\*\* We received quite a few additional questions in the past few days. We are working quickly to respond and will include them in next week’s office hours.**

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2nd Office Hours Session- March 12, 2021

**Q. Does this grant accept applications on an annual basis?**

A. CDE’s 21st CCLC Office usually releases Request for Applications (RFAs) for new rounds of funding every other year. The timing for the RFA release is based on the amount of funding available at the state level.

**Q. My district’s school is not listed as a priority school in Appendix A but I do understand we would be eligible for some of the other priority points (including rural). Can you please let me know in past grant rounds if schools have been awarded when not listed on the priority list? Does this happen frequently?**

A. You are correct about priority points. Your district can apply even if the schools are not on the Appendix A priority list. In the last grant round, schools received grants that were not on the priority list due to the fact that their application scored high in other areas.

**Q. Based on the letter of intent, do you have a sense of how competitive this round will be?**

A. It is always competitive, yet we may be receiving some additional ESSER funds in addition to our regular allocation for this RFA, so more funding should be available this year. That means, if the additional funding is confirmed, we will be providing more grants than projected. We cannot project or predict how the competitive grant process will play out. However, it is a good year to apply due to the potential increase of additional funding.

**Q. Can a school district and nonprofit apply for a consortium grant?**

A. A school district and nonprofit can apply as a consortium. However, there are specific criteria and considerations. The language below comes from the “*Glossary of Terms*” section of the RFA.

Consortium: Group of two or more eligible entities, which can include community-based organizations and school districts. A consortium of entities may apply together to provide services for centers. One organization must be designated as the lead fiscal agent of the consortium. In addition, an applicant consortium must designate one individual, a Program Director, who will be responsible for communication and coordination across all centers within the consortium. Please note this does not include applications that meet the minimum requirement for partnering with a school. The collaboration outlined in the application must include detailed information regarding partnership management, programmatic collaboration, and fiscal collaboration and cooperation. Additionally, consortium applications:

* Must demonstrate the strength and quality of the proposed collaboration throughout the entire grant application. The LEA and other organization(s) must work extensively in the planning and design of the program;
* Each must have substantial roles in the delivery of services;
* Each must share grant resources to implement the proposed project effectively;
* Each must be involved in the management and oversight of the proposed program; and
* Must have a signed agreement between both entities stating the collaboration of efforts, resources, and funding must be submitted with the grant application. This document must clearly define and detail the roles and responsibilities of all parties involved with explicit expectations outlined.

**Q. If an applicant is writing a consortium grant can all the sites listed in the grant received up to $150,000 each?**

A. A consortium of entities may apply together to provide services for centers. One organization must be designated as the lead fiscal agent of the consortium. The collaboration outlined in the application must include detailed information regarding partnership management, programmatic collaboration, and fiscal collaboration and cooperation. If a consortium grant is applying for multiple centers, each center/site must meet the requirements outlined in the RFA for partnering with schools. Each proposed center can apply for $50,000 to $150,000. As is the case with other applications, the funding amount requested should be reasonable and appropriate, and based on demonstration of need and other criteria outlined in the RFA. Please be sure to see the “Glossary of Terms” section of the RFA for additional information that should be include in consortium applications.

**Q. Our organization** **runs an education collaborative and as such I’ve had many of the schools we work with reach out for our support around this grant. We want to clear on the approved role of non-profits within this grant and advise them correctly. The RFA says: “Partnering with one or more outside organizations, such as a nonprofit organization with demonstrated experience in improving student achievement”. If the school/district is requesting support from our organization around coaching and services for planning, community relationships, data collection, SEL curriculum/program, and College and Career Readiness/work based learning projects, these would be acceptable budgeted items?**

A. In terms of the question regarding planning, the costs associated with any of the work done prior to the award would not be allowed as the grant does not allow pre-award costs.  For the other question, if the LEA is the applicant applying as the fiscal agent for the grant, your organization would be considered a partner. If your organization is the applicant applying as the fiscal agent for the grant, the LEA would be the partner.  Whichever way you choose to apply, it is important to clearly outline the established role(s), timelines, and deliverables of the applicant and the partner.

Allowable activities under the grant can be found on page eight of the RFA.  These costs must align with the demonstration of need and subsequent program design and implementation outlined in the proposal.

**Q. In the online application would we be able to submit tables if not, what can we do, can we send or upload tables as a PDF. If we cannot submit tables how can we submit the chart that is required with projected numbers for each center?**

A. A chart is formatted in the online application that you fill out with the information, it is similar in format to the one provided in the referenced hard copy.

**Q. I am not able to add more than one center to the online application. Can you please tell us how to do this?**

A. The number of center pages to be displayed are tied to the answer to the following question under the first page of “Applicant Information”:



For example, if you enter the number “3” in the box and click through the applicant pages, then the navigation pane on the left side should display three “Center/School – Information and Signature” sections.

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**1st Office Hours**

**Q. Is the *Intent to Apply* a mandatory requirement to apply for a grant?**

A. If interested in applying for this funding opportunity, please complete the Intent to Apply form by Wednesday, March 10, 2021, by 11:59 pm (this has been extended a week from the original date of March 3, 2021). Though strongly encouraged, the Intent to Apply is informational and is not a required component of the grant application submission process. Those who complete the intent to apply will receive updates on the grant.

**Q. What is the difference between subgrantees vs. centers/sites/schools?**

A. Under the law, the state provides grants to fiscal agents outlined in the “eligible applicants” section of the RFA on page three. Once funded, these entities are called subgrantees. A subgrantee runs an approved program at “center,” usually at school. A center is also referred to as a site.

**Q. Does the fiscal agent need to be a school district? Can other community agencies apply?**

A. No, the fiscal agent does not need to be a district. It can be any entity described on page three of the RFA under the “eligible applicants” section. However, whichever entity is applying as the fiscal agent for the grant, it must have an established DUNS # with the federal government and have an active status on SAM.gov.

**Q. Can one application request funding for multiple priority schools and how are those priority points assigned?**

A.One application may serve more than one priority school in a district. Remember, information on all the schools for which the applicant is applying must be included in the application. Of note, all schools in the application must be on the priority list in Appendix A in order to receive the priority points assigned to priority schools.

**Q. What is the different between “district” and “non-district entity” when looking at the table on page four of the RFA that addresses equitable geographical distribution?**

A. A district is a public school district in Colorado. A non-district entity is another eligibility entity listed on page three of the RFA. That entity must partner with the local district and schools for which the applicant is seeking funding.

**Q. In developing the RFA were there considerations other than student population for the equitable distribution tables on page 4? What other considerations were taken into account?**

A. One of the overarching priorities in developing this RFA was to align Colorado’s 21st CCLC grant program with the new requirements under the Every Student Succeeds Act (ESSA). To ensure equitable distribution of grants to meet the needs of students statewide and fulfill requirements under ESSA, CDE staff researched what other states are doing to ensure equitable access under ESSA. The model outlined in the Colorado RFA is based on models discussed at national meetings hosted by the U.S. Department of Education and used in other states to ensure compliance and equity.

**Q. Do the graph limits include current grants under 21st CCLC in Cohort VIII?**

A. No. Current grants funded under the 21st CCLC Cohort VIII do not count toward the equitable distribution table totals on page three.

**Q. How many sites can my organization apply for under one grant application?**

A. Applicants may apply for up to six sites per application.