



Request for Application Workshop

2022-2023 Grant Competition

Nita M. Lowey 21st Century Community Learning Centers



Supporting Schools and Students to Achieve

SHERRI YBARRA, ED.S., SUPERINTENDENT OF PUBLIC INSTRUCTION

12/14/2021

Today's Agenda



- Overview
- Application Timeline
- Requirements
- Budget
- Application
- Resources



Wendell School District Afterschool Program

Overview



- A program that assists students to meet state academic standards by providing the students with academic enrichment activities and a broad array of other activities during out of school time hours.



Marsing Elementary Afterschool Program

Overview- Purpose



Provide opportunities for **academic enrichment**, including providing tutorial services to help students, **particularly students who attend low-performing schools**, to meet the challenging state academic standards (ESSA, Sec. 4201(a)).



Boise School District

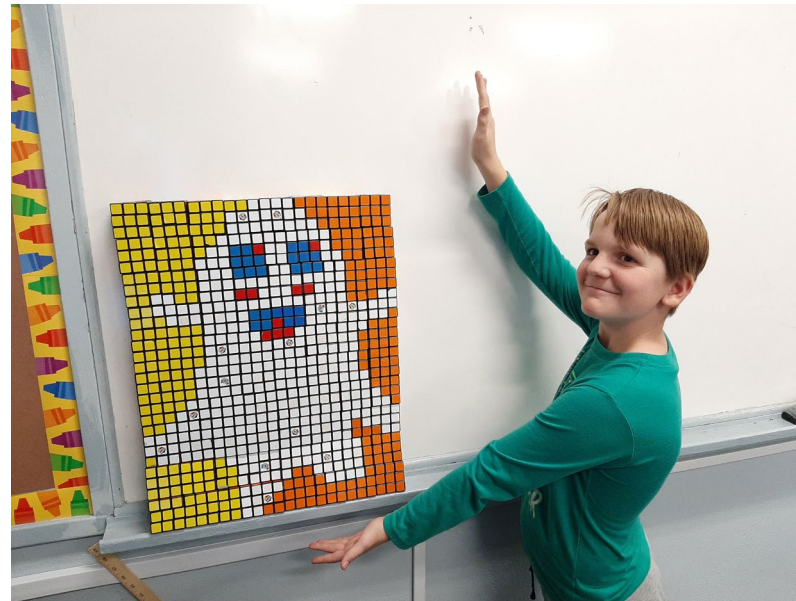
Overview- Purpose



Offer students a **broad array of additional services, programs and activities.** Activities such as youth development activities, service learning, nutrition and health education, drug and violence prevention programs, counseling programs, arts, music, physical fitness and wellness programs, technology education programs, financial literacy programs (ESSA, Sec. 4201(a)).



West Ada School District



Emmett School District

Overview- Purpose



Offer families of students served by community learning centers opportunities for active and meaningful engagement in their children's education, including opportunities for literacy and related educational development (ESSA, Sec. 4201 (a)).



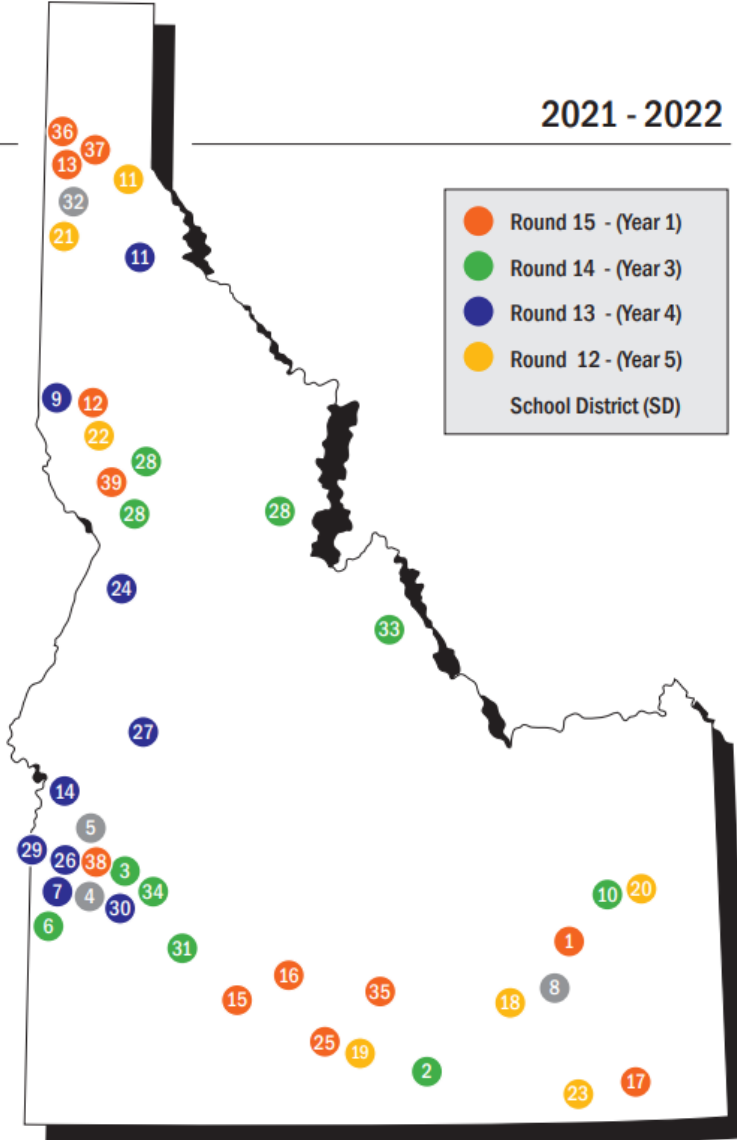
Marsing Early STEM Family Night

Current Subgrantees



21ST CENTURY COMMUNITY LEARNING CENTER SUBGRANTEES

AMERICAN FALLS (SD)	18	LINCOLN COUNTY	35
ASK INC. SALMON RIVER (SD)	24	LAKE PEND OREILLE (SD)	32
BOISE (SD)	3	MARSING (SD)	6
BLACKFOOT (SD)	1	MOUNTAIN HOME (SD)	31
BOYS & GIRLS CLUB, MAGIC VALLEY	25	NAMPA (SD)	7
BOYS & GIRLS CLUB, NAMPA	4	ONIEDA (SD)	23
CALDWELL (SD)	26	PARMA (SD)	29
CASCADE (SD)	27	PAYETTE (SD)	14
CASSIA (SD)	2	PLUMMER-WORLEY (SD)	36
COMMUNITY YOUTH IN ACTION	10	POCATELLO/CHUBBUCK (SD)	8
COEUR D'ALENE (SD)	13	SALMON LEMHI'S AFTER SCHOOL PGRM	33
EMMETT (SD)	5	ST. MARIE'S (SD)	37
GOODING (SD)	15	TREASURE VALLEY YMCA NAMPA	34
HANSEN	19	TREASURE VALLEY YMCA MERIDIAN	38
IDAHO FALLS (SD)	20	UNIVERSITY OF IDAHO BENEWAH	9
KELLOGG (SD)	11	UPRIVER YOUTH LEADERSHIP COUNCIL	39
KENDRICK (SD)	12	WENDELL (SD)	16
THE KIDS KLUB, INC.	28	WEST ADA (SD)	30
KOOTENAI JOINT (SD)	21	WEST SIDE (SD)	17
LAPWAI (SD)	22		



Hansen School District



STATE DEPARTMENT OF EDUCATION
 21ST CENTURY COMMUNITY LEARNING CENTERS
 PO Box 83720
 Boise, ID 83720-0027
 P: (208) 332-6813
 F: (208) 334-2228
sde.idaho.gov/student-engagement/cclic

Eligible Applicant



Local educational agency, community-based organization, Indian tribe or tribal organization, a public or private entity, or a consortium of two or more such agencies, organizations, or entities (ESSA, Sec. 4203).



Parma School District Afterschool Program

Educating *the* Whole Child

ACADEMIC

SOCIAL



EMOTIONAL

PHYSICAL

Statewide Objectives



Category	Statewide Objective
Academic	Offer at least one (1) academic opportunity each day. Program participants will show improvement/growth in academic content.
Enrichment	Offer at least one (1) enrichment opportunity each day. Program participants will show improvement/growth in behavior.
Family Engagement	Offer five (5) family literacy services. Offer three (3) parent involvement opportunities.
Targeted Services	Provide school year program services at least 100 days and for a minimum total of 300 hours. Serve the proposed average daily attendance.
Continuous Improvement	Offer professional development to all staff. Periodic evaluations of program and staff. Safety & emergency plans, policies, and procedures. Submit complete and accurate data. Submit accurate, timely, and allowable reimbursements.
Summer Program	Offer at least one (1) academic opportunity each day. Offer at least one (1) enrichment opportunity each day. Offer one (1) family literacy service. Offer at least 40 hours of summer programming. Offer professional development related to summer programming.

Priority for Applications

*Applications that do not meet at least 45 of the 85 competitive priority points are not eligible for submission and will not advance to peer review.



Category	Criteria to Meet	Points Possible
Implementing comprehensive support and improvement activities or targeted support and improvement activities under Sec.1111(d).	At least (1) target school.	5
Eligible to receive funds under Title I, Part A under Sec.1114 as Schoolwide, Consolidated Schoolwide, or Targeted Assistance.	100% of target school(s) with the exception of one school.	15
Partnership application submitted jointly by not less than one (1) local educational agency receiving funds under Title I, Part A and another eligible entity (partner).	MOU between LEA and eligible entity.	15
Mid-high poverty (50%) based on lunch eligibility.	100% of target school(s) with the exception of one school.	10
High poverty (75%) based on lunch eligibility.	At least 50% of target school(s).	5
Locale codes are classified as Rural Fringe, Rural Distant, or Rural Remote.	At least one city served.	5
Proposed ADA does not exceed 20% of overall 2019-20 or 2020-21 target school enrollment. *Please see Application Guidance for exception.	100% of target school(s).	10
Not receiving 21 st CCLC funds for 2021-22 school year.	100% of target school(s).	5
Application supports a full-time director for the 5-year period of performance.	*not required for submission to peer review, but highly encouraged.	5
Have not received a 21st CCLC grant from SDE in Rounds 11-15.	100% of target school	10

Competitive Priority Resources



- Data to verify Title I status, Poverty, and Comprehensive Support and Improvement is based on <https://idahoschools.org/>.
- Visit <https://www.sde.idaho.gov/student-engagement/cclc/index.html> for supporting documents for competitive priority point assessment.
- To find your Locale Code for your cities served visit <https://nces.ed.gov/programs/maped/LocaleLookup/>. This competitive priority is determined by the city where your target school(s) is located.
- Applicants seeking an exception to the ADA priority must have proven record of success serving more than 20% of the school enrollment. Email Sheena Strickler at sstrickler@sde.idaho.gov by January 14th to request this exception. If the applicant submits the grant to serve more than 20% but does not officially request the exception by the deadline competitive points will not be considered.

Typical Average Daily Attendance



The number of students to attend on a typical day.

21st CCLC program services:

- Elementary (K-5): 16-19% of school population.
- Middle (6-8): 9-15% of school population.
- High School (9-12): 3-9% of school population.

Application Timeline



December 8, 2021- Letter of Intent to Apply

December 13, 2021- Application Portal Opens

January 28, 2022- Application MUST be submitted by 4:00pm (MT)*

February-March 2022- Peer Review Process of Applications

April 2022- Announcement of Awards

July 1, 2022- Grant Funding Begins

July 2022- New Grantee/Director's Meeting

*Applications that are incomplete, submitted late, over allowed budget, or do not follow the Application Guidance will not be considered for peer review.

NO FACSIMILE, PRINTED, HAND DELIVERED OR EMAILED APPLICATIONS WILL BE ACCEPTED.

Letter of Intent



Letter of Intent to Apply

Legal Name of Applicant (District/Organization):

Contact Information for Authorized Applicant Representative (Authorized Signer Role)

Name:

Title/Role:

Email Address:

Phone Number:

ISEE Username:

Contact Information for Project Director (Applicant Role)

Name:

Title/Role:

Email Address:

Phone Number:

ISEE Username:

Applicant User Roles



There are two (2) primary roles within the application:

Authorized Applicant Representative: an individual with legal authority from organization to enter into a legal contract. Typically, it is the superintendent, CEO, or president of the organization. This individual will be the primary contacted source concerning the grant application.

Project Director: an individual with the responsibility of entering information into the grant application. This individual may be the secondary contacted source concerning the grant application.

The Authorized Applicant Representative and Project Director will both need a current ISEE account to access and submit their grant application (see letter of intent). The Authorized Applicant Representative will need to request the Authorized Signer Role with their ISEE account and the Project Director will need to request the 21st CCLC Applicant Role with their ISEE account. These roles are typically assigned at the district level. Non-LEA's can contact our support desk at support@sde.idaho.gov.

Application Submission Instructions



In order to submit the 21st CCLC grant application:

Authorized Applicant Representative **MUST** agree to the TERMS AND CONDITIONS; and Project Director **MUST** click the SUBMIT icon on the top MAIN MENU.

To ensure your application is submitted before the deadline, Authorized Applicant's must sign into ISEE to confirm access. Do not wait until the last week, changes in access can take 5-7 business days and this could prevent you from submitting your application on time. Applications that are not submitted before the January 28 @ 4:00pm MST deadline for any reason will not be submitted for peer review.

Program Requirements- Pg. 8-9



- Afterschool Snack
- Annual Performance Reporting
- Application
- Center and Target Schools
- Evaluation
- Family Literacy & Parent Involvement Opportunities
- Participation
- Professional Development
- Program Income
- School Year Program
- Summer Program

Afterschool Snack



- All applicants must work with Child Nutrition or another organization to offer each participant a healthy snack option each day of programming. (e.g. [CACFP At-Risk Afterschool Centers](#) or [Afterschool Snack Program](#))
- Typically, 21st CCLC grant funds may not be used for afterschool snack & meals, specifically if the targeted school meets the requirements (school is 50% or higher of free/reduced lunch enrollment) to be eligible for afterschool snack programs.
- An overview of the Afterschool Snack Program can be found on the SDE's [Child Nutrition Program Website](#).

Annual Performance Reporting



We use EZ Reports to collect and report required data for our Government Performance and Results Act (GPRA). Each awarded subgrantee must enter all required data into this system monthly.

- Data needed to collect for each Program Participant:
 - Student Information including parent information, EDUIDs, day school, day school teacher and email, and attendance.
 - Program days, times, activities, staffing, teacher surveys, family engagement attendance, GPA (middle school, high school)
 - Homeschool, Private School and Pre-K Populations
 - Demographics, economic status, testing, grades (middle/high school), possible other data depending on grade level.
 - The SDE collects demographic, testing, economic status and other GPRA measures for program participants enrolled currently in their day school that have EDUIDs.

*A Program Participant is any student who attends at least one day during summer or school year programming.

Application



- An eligible entity may operate more than one (1) grant application and may submit more than one (1) grant application per award cycle, as long as no duplication of services for students are proposed.
- Eligible entities are permitted to submit more than one (1) grant application; however, each eligible entity is limited to one (1) subaward for this grant competition but may receive up to two (2) subawards if there is an insufficient number of eligible applications to allocate the total funding available.



Hansen School District

Centers and Target Schools (Day Schools)



Centers:

- Site or location where programming physically takes place.
- Each application may have up to four centers.
- Applications can propose for more than one center at the same location. For example, pre-k services and afterschool services offered at different times of the day for different student populations can be considered two centers.

Target Schools (Day Schools)

- Each application must include specific target schools they intend to serve students from.
- A center can serve multiple target schools.
- Students who are homeschooled or in private schools that live within the boundary of the target school are eligible for participation.

Evaluations



- Each subgrantee is required to conduct a local, independent program evaluation during the third year of the period of performance.
- Evaluation costs should be listed in the third year of the budget in the application.
- Evaluators do not need to be selected or identified in the application. Successful applicants will be provided with technical assistance in the second year of programming to help in the selection process.
- Average evaluation costs are around \$6000 depending on your program size and number of sites.
- Additionally, each subgrantee is required to submit an annual fiscal audit or annual financial statement for their program.

Family & Parent Engagement



Family Literacy Services (5)

Services provided to families that are of sufficient intensity in terms of hours, and of sufficient duration, to make sustainable changes in a family, and that integrate the following activities:

- Parent and Child Together Time
- Parent Education
- Adult Education

Parent Involvement Opportunities (3)

Participation of parents in regular, two-way and meaningful communication involving student academic learning and other program activities:

- Leadership Opportunity
- One-on-One Conferences
- Volunteer Opportunities

Program Income



The generation or collection of fees, co-pays, and/or income is unallowable for Idaho 21st CCLC funded programs. All 21st CCLC funded programs must be offered at no cost to families. This does not apply to other non-21st CCLC programs that your district/organization manages. All applicants are required to check the program income assurance statement on the main menu of the application. Applicants that do not mark this assurance statement will NOT be eligible for submission.

Minimum Days and Hours



School Year Program

- Minimum of 100 days during the school year
- Minimum of 300 hours during the school year

Summer Program

- Minimum of 40 hours during summer break

Budget Requirements



Total Funding Amount	Approximately \$ 650,000
Approximate Number of Awards	Six (6)
Minimum Award Amount	\$75,000
Maximum Award Amount	\$175,000



Award Amount: Grant budget proposals should be based on *reasonable and necessary costs* for meeting the needs of the estimated number of regular attendees to be served following the funding guidelines above. Current programs that staff a full-time grant director expend on average \$1,200 to \$2,000 per student cost in a school year and summer program. The SDE reserves the right to determine final grant award amounts and may adjust awards based upon available funding. The number of grants awarded will ultimately depend on the number of qualifying proposals received, reviewer's scores, and the availability of grant funds. All awards are subject to availability of federal funds, satisfactory implementation of the proposed grant activities and satisfactory progress on proposed objectives.

Budget Categories- Pg. 10-11



- Personnel
- Fringe Benefits
- Travel/Professional Development
- Supplies
- Equipment
- Purchased Services
- Transportation
- Indirect Costs

Budget Narrative- Examples



Each item is entered in a separate box in the appropriate category:

Director: hourly wage x hours per day x total days = \$XX

Teacher: hourly wage x hours per day x total days = \$XX

Meeting/Conference Name: travel \$XX, lodging \$XX, per diem \$XX, registration \$XX, total number of staff to attend

Equipment: cost per unit x total units = \$XX

Budget- Application Example



Budgets

Annual Budgets

Scoring: [REDACTED]

Scoring: [REDACTED]

Scoring: [REDACTED]

2018-2019

2019-2020

2020-2021

2021-2022

2022-2023

Personnel

Add New Entry

Total: \$0

Director: $\$26/\text{hour} \times 7 \text{ hour/day} \times 185 \text{ days}$

\$33,670

Delete

Certified Teacher: $\$25/\text{hour} \times 1.5 \text{ hour/day} \times 100 \text{ days (4 total)}$

\$15,000

Delete

Aide: $\$10/\text{hour} \times 4 \text{ hour/day} \times 120 \text{ days (8 total)}$

\$38,400

Delete

Fringe Benefits

Add New Entry

Total: \$87,070

Budget- Mandatory Items



- Staff Professional Development
- Two-Day New Grantee Meeting in Boise
- Fall Director's Meeting (location to rotate annually)
- Spring Director's Meeting (location to rotate annually)

Budget- Restricted Costs- Pg. 14



Conferences
Equipment
Food Purchases
Indirect Costs
Remodeling
Rental Facilities

Budget- Unallowable Costs



Entertainment (amusement parks, bounce houses, movie theaters, etc)

Gifts (prizes, raffle, staff gifts, etc)

Grant Writing Services

Pre-Award Costs



Application Sections- Pg. 17-24



1. Abstract
2. Needs Assessment
3. Project Design
4. Collaboration and Partnerships
5. Equitable Access and Site Location
6. Fiscal Management and Resources
7. Budget
8. Centers
9. Current or Returning Grantee

Application- Attachments



Memorandum of Understanding(s) (MOU) for Partnerships are REQUIRED.

- MOU's outline what your organization will provide and what the partner will provide.
- MOU's are signed by both your organization and your partner.
- For an MOU template please visit our [21st CCLC Webpage](#) under Grant Application and Supporting Documents.
- MOU's are renewed annually.

Letters of Commitment:

- *Afterschool Snacks
- *Match/In-Kind
- *Target School(s)

Resources



[Afterschool Alliance, America After 3PM](#)

[Idaho Out of School Network](#)

[The Wallace Foundation](#)

[National Afterschool Association](#)

[You for Youth](#)

[Idaho School Finder](#)

[Rural Locale Finder](#)

Request for Application Workshop



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Idaho State Department of Education

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