



Idaho Department  
of Education

# Request for Application Workshop

2025-2026 Grant Competition

Nita M. Lowey 21<sup>st</sup> Century Community  
Learning Centers



# Today's Agenda

- Overview
- Application Timeline
- Grant Requirements
- Grant Application
- Budget Examples



# 21<sup>st</sup> CCLC Authorization and Accountability

The Idaho State Department of Education (IDE) is the responsible State Educational Agency (SEA) for the Nita M. Lowey 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC) program in Idaho. IDE will make awards for programs for a five (5) year period of performance.

21<sup>st</sup> CCLC is authorized under Title IV, Part B, of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA) of 2015.

In order to maximize federal funds and ensure that quality programs with a high need are funded, the IDE hosts a grant competition for eligible entities (**ESSA, Sec. 4204(b)**). The IDE selects eligible grants through a rigorous peer review process, which consists of stakeholders from all regions of Idaho with experience in youth development, education, grant reviewing, and/or similar programming (**ESSA, Sec. 4204(e)**). Subgrantees that are awarded a 21<sup>st</sup> CCLC grant will have a period of performance of five years (**ESSA, Sec. 4203(a)(8)(A)**).

# 21<sup>st</sup> CCLC Program 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)(1))**;

Offer students a broad array of additional services, programs, and 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, environmental literacy programs, mathematics, science, career and technical programs, internship or apprenticeship programs, and other ties to an in-demand industry sector or occupation for high school students that are designed to reinforce and complement the regular academic program of participating students; and **(ESSA, Sec. 4201(a)(2))**; and

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)(3))**.

# Current Idaho Subgrantees 2024-25

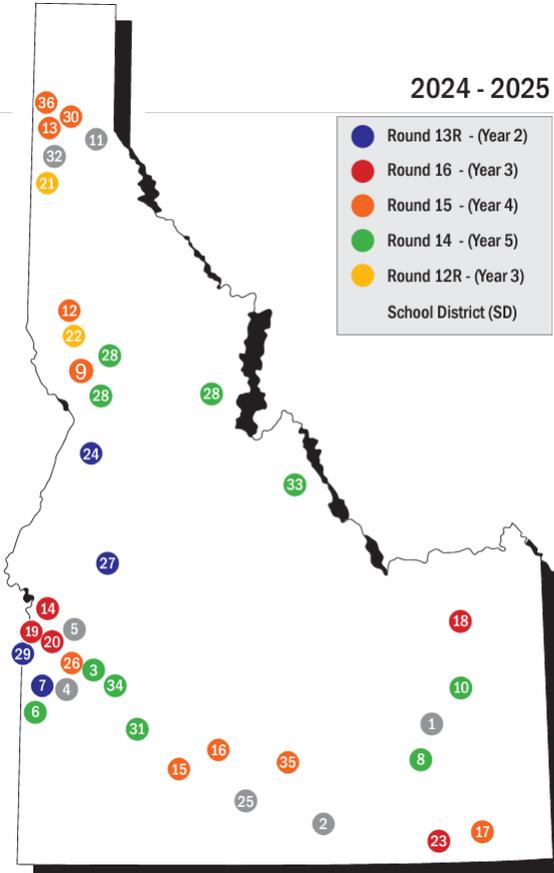


## 21ST CENTURY COMMUNITY LEARNING CENTER SUBGRANTEES

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

2024 - 2025

- Round 13R - (Year 2)
- Round 16 - (Year 3)
- Round 15 - (Year 4)
- Round 14 - (Year 5)
- Round 12R - (Year 3)
- School District (SD)



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[sde.idaho.gov/student-engagement/cccl](http://sde.idaho.gov/student-engagement/cccl)

# Eligible 21<sup>st</sup> CCLC Applicant



The term 'eligible applicant' means a local educational agency, community-based organization, Indian tribe or tribal organization (as such terms are defined in Section 4 of the Indian Self-Determination and Education Act (25 U.S.C. 450b)), another public or private entity, or a consortium of two or more such agencies, organizations, or entities (ESSA, Sec. 4203).

# Partnership Application

Partnerships are mandatory to be eligible to submit for peer review. In the case of an application where there is no such partnership available within the community, the applicant may submit a *Partnership Waiver Form* (ESSA, Sec. 4204(i)(2)). All Partnership Waiver Forms must be submitted to the IDE for prior approval. Applicants must demonstrate evidence of exhausting all available organizations within a reasonable geographic proximity.



# Application Timeline

- November 18, 2024 and November 20, 2024 – Request for Application Workshops (Virtual)
- December 2, 2024 – Letter of Intent to Apply Deadline
- December 16, 2024- Application Portal Opens
- January 31, 2025 – **Application MUST be submitted by 4:00 PM (MT)\***
- February – March 2025 – Peer Review Process of Applications
- April 2025 – Announcement of Awards
- July 1, 2025- June 30, 2030 – Subgrantee Period of Performance (5 years)
- August 2025 – New Grantee / Director’s Meeting

# Letter of Intent

Eligible applicants that intend on applying must submit a *Letter of Intent to Apply* to Sheena Strickler [sstrickler@IDE.idaho.gov](mailto:sstrickler@IDE.idaho.gov) by **December 2, 2024.**

Letters submitted after this date are allowed but may result in delayed access to the online application.





# Online Application Submission

## 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 21<sup>st</sup> 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@IDE.idaho.gov](mailto:support@IDE.idaho.gov).

# Funding Information

Total Funding Amount: \$1,500,000

Approximate Number of Awards: Eight (8) - Ten (10)

Minimum Annual Award Amount: \$50,000 (ESSA, Sec. 4204(h))

Maximum Annual Award Amount: \$200,000

Period of Performance: July 1, 2025- June 30, 2030

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 IDE 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.



# Grant Requirements

- Afterschool Snack
- Annual Performance Reporting
- Application
- Center
- Evaluation
- Family & Parent Engagement
- Participation
- Professional Development
- Program Income
- School Year Program
- Summer Program



# Program Snack

Subgrantees are required to provide meals or snacks to students in coordination with the Idaho Child Nutrition Programs, using the National School Lunch Program (NSLP) or the Child and Adult Care Food Program (CACFP). Typically, 21<sup>st</sup> 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 area eligible for afterschool snack programs.

An overview of the Afterschool Snack Program can be found on the IDE's [Child Nutrition Program Website](#).

However, subgrantees may use 21<sup>st</sup> CCLC grant funds to cover snack when a target school:

- Is not 50% or higher of free/reduced lunch, and
- Has documentation of exhausting all other possibilities for afterschool snacks.

Subgrantees that use 21<sup>st</sup> CCLC grant funds for snack purchases **MUST**:

- Operate through their food service program; and
- Be reimbursed according to the per student cost of the afterschool snack program.
- Receive prior written approval from the IDE.

Subgrantees are encouraged to seek other resources outside 21<sup>st</sup> CCLC grant funds for food expenses.

## Measures of Effectiveness- Federal and Statewide Objectives

As outlined in ESSA, in order to meet the measures of effectiveness of the program, which is monitored by the State educational agency, such a program shall be based upon an established set of performance measures aimed at ensuring the availability of high-quality academic enrichment opportunities (**ESSA, Sec. 4205(b)**).

All 21<sup>st</sup> CCLC must meet all federal and statewide objectives in order to meet the measures of effectiveness. The US Department of Education (ED) has established performance objectives as part of the Government Performance and Results Act (GPRA). To coincide with US Department of Education (ED) performance objectives, the Idaho 21<sup>st</sup> CCLC has established statewide objectives.

All 21<sup>st</sup> CCLC must collect and report data for every participant to demonstrate the effectiveness of program, including but not limited to: student demographics, EDUID number, program attendance, school attendance, state assessment scores, teacher surveys, grades, family engagement, staff development, and activities offered. (Including Pre-K, Home-school and Private School participants)

All 21<sup>st</sup> CCLC funded programs have access to EZ Reports to collect and report required data. Data is required to be entered and certified monthly.

Federal Objective	Measure
GPRA 1	Percentage of students in grades 4-8 participating in 21 <sup>st</sup> CCLC programming during the school year and summer who demonstrate growth in reading and language arts and math on state assessments.
GPRA 2	Percentage of students in grades 7-8 and 10-12 participating in 21 <sup>st</sup> CCLC programming during the school year and summer with a prior-year unweighted GPA of less than 3.0 who demonstrated an improved GPA.
GPRA 3	Percentage of students in grades 1-12 participating in 21 <sup>st</sup> CCLC during the school year who had a school day attendance rate at or below 90% in the prior school year and demonstrated an improved attendance rate in the current school year.
GPRA 4	Percentage of students in grades 1-12 attending 21 <sup>st</sup> CCLC programming during the school year and summer who experienced a decrease in in-school suspensions compared to the previous school year.
GPRA 5	Percentage of students in grades 1-5 participating in 21 <sup>st</sup> CCLC programming in the school year and summer who demonstrated an improvement in the teacher-reported engagement in learning.

Statewide Goal	Subgrantee Objective
<p><b>Academic</b> Provide opportunities for academic enrichment to students in high-poverty, low-performing schools.</p>	<p>Offer at least one (1) academic opportunity each day. Program participants will show improvement/growth in academic content.</p>
<p><b>Enrichment</b> Offer a broad array of additional services, programs, and activities that complement the regular school day.</p>	<p>Offer at least one (1) enrichment opportunity each day. Program participants will show improvement/growth in behavior.</p>
<p><b>Family Engagement</b> Offer families of student’s opportunities for active and meaningful engagement in their children’s education, including opportunities for literacy and related educational development.</p>	<p>Promote &amp; offer family engagement activities for families of student’s services that are focused on a child’s education and/or include literacy and related educational development: Three (3) family literacy services. Three (3) parent involvement opportunities.</p>
<p><b>Targeted Services</b> Target services to students who attend schools that (1) are implementing comprehensive support and improvement activities and (2) enroll students who may be at risk for academic failure, dropping out of school, involvement in criminal or delinquent activities, or who lack strong positive role models.</p>	<p>Offer a minimum of 100 days and a minimum of 300 hours of regular programming per school year Serve the proposed number students on a daily basis.</p>
<p><b>Continuous Improvement</b> Establish community learning centers that continuously improve operational efficiency to provide high quality programming for participants.</p>	<p>Offer all staff opportunities for professional development. Implement periodic evaluations of program and staff. Implement safety &amp; emergency plans, policies, and procedures. Submit complete and accurate data. Submit accurate, timely, and allowable reimbursements.</p>
<p><b>Summer Program</b> Establish community learning centers that provide academic enrichment opportunities to students during the summer months.</p>	<p>Offer at least one (1) academic and one (1) enrichment opportunity for participants each day. Offer one (1) family literacy service. Offer one (1) Professional development opportunity related to summer programming.</p>



# Grant Requirements

## 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. Please note 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.

## Evaluation

- conduct a local program evaluation annually to demonstrate the program's effectiveness. Additionally, each subgrantee is required to submit an annual fiscal audit or annual financial statement for their program.



# Grant Requirements

## Participation

- Subgrantees must adhere to the fundamental program requirements by serving the number of participants proposed in the original grant application. Either criteria below must be met each program year:
  - **Average Daily Attendance (ADA)**
  - **Hour Band Attendance (minimum 90+ hours)**

## Professional Development

- at least one (1) individual participates in a two-day new grantee training, fall director's meeting and spring director's meeting. Offer ALL program staff opportunities for staff development and training based on the needs of program staff.



# Grant Requirements

## 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.

## School Year Program

- provide school year program services at least 100 days and for a minimum total of 300 hours.

## Summer Program

- operate a minimum of 40 hours during the summer break.



# Grant Requirements

## 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.

# Grant Requirements

## (3) Family Engagement Events (Family Literacy Services)

- 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

## (3) Parent Involvement Opportunities

- 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

# Grant Application

The grant application consists of 10 sections (plus an additional section for current or returning subgrantees) for a total of 285 points possible. The breakout by category is as follows:

Application Category	Possible Points
Applicant Info	0
Abstract	0
Competitive Priority	85
Needs Assessment	45
Project Design	65
Collaboration & Partnerships	30
Equitable Access & Site Location	20
Fiscal Management & Resources	15
Budget	10
Centers	5
Current or Returning Subgrantee	10



# Competitive Priorities

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

Category	Criteria to Meet	Points
Implementing comprehensive support and improvement activities or targeted support and improvement activities under Sec. 1111(d). <sup>1</sup>	At least (1) target school.	10
Eligible to receive funds under Title I, Part A under Sec. 1114 as Schoolwide, Consolidated Schoolwide, or Targeted Assistance. <sup>1</sup>	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. <sup>1</sup>	100% of target school(s) with the exception of one school	10
Mid-high poverty (50%) based on ALICE data. <sup>4</sup>	100% of cities served	5
Locale codes are classified as Rural Fringe, Rural Distant, or Rural Remote. <sup>3</sup>	100% of cities served	5
Application supports a preferred geographical area for equitable distribution of funds.	100% of target school(s) in Region 5 or 6	5
Not receiving 21 <sup>st</sup> CCLC funds for 2025-2026 school year. <sup>2</sup>	Applying agency and/or fiscal agent	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 21 <sup>st</sup> CCLC grant from IDE in Rounds 14-16. <sup>2</sup>	100% of target school(s)	10

# 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.

## **Letters of Commitment:**

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

# Budget Overview

## Budget Categories:

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

## What is Indirect Cost?

Costs incurred (1) for a common or joint purpose benefitting more than one cost objective, and (2) not readily assignable to the cost objectives specifically benefitted. Subgrantees are required to follow the restricted indirect cost rate of their district or organization. If the subgrantee does not have a negotiated restricted indirect cost rate verified by the state or federal entity, then indirect rates will not be allowable for reimbursement.

For all non-LEA subgrantees, they may use the grant application budget to request a negotiated rate from the state to use during the period of performance. All non-LEA subgrantees must not exceed an eight percent indirect cost rate. A lower rate than eight percent may be negotiated between the Non-LEA applicant and the state if there is not sufficient costs to support the request.

# Mandatory Budget Items

- Staff Professional Development
- Two-Day New Subgrantee Meeting in Boise (1<sup>st</sup> year)
- Fall Director Meeting (location to rotate annually)
- Spring Director Meeting (location to rotate annually)



# Budget Narrative Examples

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

## Personnel Examples-

1. Director: hourly wage x hours per day x total days = \$XXXX
2. Teacher: hourly wage x hours per day x total days = \$XXXX

## Meeting/Conference Example-

1. Meeting/Conference name, travel cost, lodging cost, per diem cost, registration cost, total number of staff to attend = \$XXXX

## Equipment Example-

1. Item description, cost per unit x total units = \$XXX

# Personnel Example

## Budget- Application Example



### Budgets

Annual Budgets   Scoring: [redacted]   Scoring: [redacted]   Scoring: [redacted]

2018-2019   2019-2020   2020-2021   2021-2022   2022-2023

	<a href="#">Add New Entry</a>	Total:
Personnel		\$0
	Director: \$26/hour x 7 hour/day x 185 days	\$33,670 <input type="checkbox"/> Delete
	Certified Teacher: \$25/hour x 1.5 hour/day x 100 days (4 total)	\$15,000 <input type="checkbox"/> Delete
Fringe Benefits	Aide: \$10/hour x 4 hour/day x 120 days (8 total)	\$38,400 <input type="checkbox"/> Delete
	<a href="#">Add New Entry</a>	Total: \$87,070

# Supplies Example

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
not to exceed 5% of total yearly award				
				Total: \$7,600.00
Supplies	Printer Cartridges, Paper Reams for each site			\$2,043.00
	Art (\$1600=(\$200/month for 8 months)paints, brushes, paper, chalk, pens, pencils, construction paper			\$1,600.00
	Games--board games, online licensing (\$160=(\$20/month for 8 months)			\$160.00
	Nutrition Class= --(\$400/month for 8 months)measuring cups and spoons, napkins, paper plates, towels			\$3,200.00
	Sports (\$400)= LIFE SPORT/P.E.-- (\$50/month for 8 months)basketballs, baseball ,			\$400.00
	STEM supplies--(\$400/month for 8 months of programming) wooden blocks, pipe cleaners,cardboard tube,			\$3,200.00
	Summer Session Supplies--art/music, STEM, Sports supplies			\$500.00
				Total: \$11,103.00

# Travel/PD and Equipment Example

Travel/Professional Development	Professional Development-- Educational Assistant Cost \$50/assistant	\$400.00
	New Director's Meeting/Idaho Out of School Network Summit in Boise-Travel, Registration, Per Diem	\$1,000.00
	Regional/State Meetings--Sun Valley Director's Meeting and Conference Travel, Hotel, Per Diem	\$1,500.00
	1 National After School Conference-2 people, hotel, registration, per diem, travel	\$5,618.00
Total:		\$8,518.00
Equipment <i>not to exceed 5% of total yearly award</i>	2-10 Pack iPads split between sites \$3800/pack of 10	\$7,600.00
Total:		\$7,600.00

# Common Unallowable Cost Examples

1. Entertainment (amusement parks, bounce houses, movie theaters)
2. Gifts (prizes, raffle items, staff gifts, incentives)
3. Grant Writing Services
4. Pre-Award Costs
5. Food
  1. Staff meetings
  2. Supplemental snacks for program
  3. Catering or unreasonable family event food (allowable with pre-approval)



# Request for Application Workshop

**Sheena Strickler** | Nita M Lowey

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