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
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.
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)).
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)).
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)).
Current Subgrantees

Hansen School District
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).
21st CCLC Program Approach

Educating the Whole Child

ACADEMIC

SOCIAL

EMOTIONAL

PHYSICAL
# Statewide Objectives

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

<table>
<thead>
<tr>
<th>Category</th>
<th>Criteria to Meet</th>
<th>Points Possible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementing comprehensive support and improvement activities or targeted support and improvement activities under Sec.1111(d).</td>
<td>At least (1) target school.</td>
<td>5</td>
</tr>
<tr>
<td>Eligible to receive funds under Title I, Part A under Sec.1114 as Schoolwide, Consolidated Schoolwide, or Targeted Assistance.</td>
<td>100% of target school(s) with the exception of one school.</td>
<td>15</td>
</tr>
<tr>
<td>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).</td>
<td>MOU between LEA and eligible entity.</td>
<td>15</td>
</tr>
<tr>
<td>Mid-high poverty (50%) based on lunch eligibility.</td>
<td>100% of target school(s) with the exception of one school.</td>
<td>10</td>
</tr>
<tr>
<td>High poverty (75%) based on lunch eligibility.</td>
<td>At least 50% of target school(s).</td>
<td>5</td>
</tr>
<tr>
<td>Locale codes are classified as Rural Fringe, Rural Distant, or Rural Remote.</td>
<td>At least one city served.</td>
<td>5</td>
</tr>
<tr>
<td>Proposed ADA does not exceed 20% of overall 2019-20 or 2020-21 target school enrollment. <em>Please see Application Guidance for exception.</em></td>
<td>100% of target school(s).</td>
<td>10</td>
</tr>
<tr>
<td>Not receiving 21st CCLC funds for 2021-22 school year.</td>
<td>100% of target school(s).</td>
<td>5</td>
</tr>
<tr>
<td>Application supports a full-time director for the 5-year period of performance.</td>
<td><em>not required for submission to peer review, but highly encouraged.</em></td>
<td>5</td>
</tr>
<tr>
<td>Have not received a 21st CCLC grant from SDE in Rounds 11-15.</td>
<td>100% of target school</td>
<td>10</td>
</tr>
</tbody>
</table>
• Data to verify Title I status, Poverty, and Comprehensive Support and Improvement is based on https://idahoschools.org/.


• 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.
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 to Apply

**Legal Name of Applicant (District/Organization):**

[Blank]

**Contact Information for Authorized Applicant Representative (Authorized Signer Role)**

**Name:**

[Blank]

**Title/Role:**

[Blank]

**Email Address:**

[Blank]

**Phone Number:**

[Blank]

**ISEE Username:**

[Blank]

### Contact Information for Project Director (Applicant Role)

**Name:**

[Blank]

**Title/Role:**

[Blank]

**Email Address:**

[Blank]

**Phone Number:**

[Blank]

**ISEE Username:**

[Blank]
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.
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
• 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.
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.
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.
• 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 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
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

<table>
<thead>
<tr>
<th>Total Funding Amount</th>
<th>Approximately $ 650,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approximate Number of Awards</td>
<td>Six (6)</td>
</tr>
<tr>
<td>Minimum Award Amount</td>
<td>$75,000</td>
</tr>
<tr>
<td>Maximum Award Amount</td>
<td>$175,000</td>
</tr>
</tbody>
</table>

**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.
• Personnel
• Fringe Benefits
• Travel/Professional Development
• Supplies
• Equipment
• Purchased Services
• Transportation
• Indirect Costs
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

<table>
<thead>
<tr>
<th>Annual Budgets</th>
<th>Scoring:</th>
<th>Scoring:</th>
<th>Scoring:</th>
</tr>
</thead>
</table>


### Personnel

- **Director:** $26/hour x 7 hour/day x 185 days
  - Total: $33,670
- **Certified Teacher:** $25/hour x 1.5 hour/day x 100 days (4 total)
  - Total: $15,000
- **Aide:** $10/hour x 4 hour/day x 120 days (8 total)
  - Total: $38,400

### Fringe Benefits

- **Total:** $87,070

**Add New Entry**
• 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)
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
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
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

Sheena Strickler | Nita M Lowey 21st CCLC SEA Coordinator
Idaho State Department of Education
650 W State Street, Boise, ID 83702
208.332.6813
sstrickler@sde.idaho.gov
www.sde.idaho.gov

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