

My Brother's Keeper Challenge Grant
Questions and Answers

1. A minimum 15 percent (%) match of approved grant is required. Maybe I misunderstood. Is my school responsible to contribute a 15% matching grant? Would you please explain further how this additional funding is to be realized? I would like to submit an application, and would like clarity to explain this to my Principal.

The applicant is the school district not an individual school. A 15% match can be in the form of outside resources, in-kind services, etc. as explained in the RFP.

2. Will there be a NYSED statewide process and outcome evaluation of all funded Challenge grants that would eliminate the need for an evaluator?

Evaluation activities are an authorized allowable expense. The proposal narrative must explain the process for the evaluation of all proposed activities. Additionally, Each institution receiving a MBKCG grant will be required to submit an interim and final report to MBKCG-SED. The interim and final reports annually will outline the scheduled activities in the program period identifying tasks, assignments, and specific objectives accomplished within the reporting period. A format and reporting schedule for the reports will be provided by MBKCG-SED, and will include a monitoring of the educational markers used to measure success.

3. Since almost all public schools in New York State serve both girls and boys, can proposals address the needs of disadvantaged female students as well as disadvantaged male students.

The specific program service may also involve female students. The specific language in the RFP is *“as evidenced by a significant narrowing of the achievement gap for disadvantaged youth, particularly boys of color...”* This indicates that the focus is on narrowing the achievement gap, and that this gap is often greater for male students.

4. Are districts required to use funds to support Priority Schools only? Can we target one school, multiple schools or district wide?

No, the goal is to support the achievement of two or more of the identified goals (except for districts whose award is \$30,000 or under who are required to pursue one of the goals). This can be undertaken in all schools in the district.

5. Does the focus of the program need to be K-12?

Yes, the My Brother Keeper Challenge Grant is specifically about closing the achievement gap among students in the elementary and secondary school grades.

6. Are districts required to address all indicators listed under the Project Expectation section as part of the proposed project?

The VIII. Project Expectations include specific measures which indicate whether progress is made toward closing the achievement gaps currently found. Each of the items contained in VIII will be tracked for the funded district and this will serve as a part of the determination of whether the project is successful.

7. Are Attachments I, III, IV and V included in the 15 page limit?

No, attachments, except for Attachment II, are not considered part of the page limit.

8. Reference to Attachment I format and inclusion in 15 page limit-Is this an error/typo and it should say Attachment II? Attachment I is the cover page.

Correct, that is Attachment II

9. Is the Budget Narrative included in the 15 page entire narrative page limit?

No, the project narrative is the section governed by the 15 page limit.

10. Will the interim and final reports be due annually?

The RFP indicates that *"A format and reporting schedule for the reports will be provided by MBKCG-SED, and will include a monitoring of the educational markers used to measure success."* While not specifically indicated in the RFP, it is most likely that the reports will be annual.

11. Please clarify what is meant by private postage meter. We have a postage meter in the district for which the USPS provides the postage, can we use that or is that considered private?

A postage meter or franking machine is a mechanical device used to create and apply physical evidence of postage (or franking) to mailed matter. A private meter is not allowable since the postmark date can be set manually and may not act as an official representation of the date of mailing.

12. 10pt font is very small. Is that the correct minimum listed for the narrative?

Minimum means that you cannot use a font smaller than 10.

13. MWBE form says multi-year budget summary but only the first year budget information is required-so should it be for just the one year amount?

Yes, you should complete the M/WBE documents using the first year budget.

14. This is a three year grant with funding levels the same each year. Is it expected that the Goals selected in the original application span the 3 years or will new Goals/Activities etc. charts be required with new FS-10 each year?

It is expected that for the initial project cycle, the specific goals selected will be consistent throughout the cycle. If however, the district has closed the achievement gap on one of the goals selected after year one, it would be possible to change to a different goal. The District would work directly with MBKCG-SED on that process.

15. Can the grant expand to serving girls of color and “children of color” –specifically our ENL population that are from the large refugee communities?

Yes, see the response for Question #3.

16. Can Objectives and Activities be for planning. For example can the first year have elements of a planning year for leadership teams and system wide processes?

The My Brother’s Keeper Challenge Grant is not a planning grant. While planning is an important part of a successful project, the district will be evaluated on specific progress toward closing the achievement gaps found in the Goals and the specific Project Expectations found in VII.

17. Can funds be used to pay for teachers to get particular certifications –for example additional reading credits for reading certification?

The My Brother’s Keeper Challenge Grant is not a funding source for covering teacher certification costs. Please review the Allowable Expenses section of the RFP for areas of support, keeping in mind that these funds cannot be used to supplant funds for current activities.

18. Can funds be used for partners as contracted services or college university collaborations?

Yes, see the Allowable Expenses found in the RFP.

19. Is SED requiring with this application a Letter of Alignment signed by both the MBK community group for which there is an approved Action Plan for MBK and the district submitting the MBK Challenge Grant?

No, please review the Application Instructions found in XII of the RFP.

20. The cover of the RFP indicates “2016-2019” The body of the RFP states (page 14) “For year one, projects may begin as early as October 1, 2016, but must be completed by August 31, 2017....The subsequent three years will begin September 1 and end August 31 and will be funded... The implication in the statement is a four year grant – which would be 2016-2020.

The MBK Challenge Grant is a three year grant. The typo in Section X. Project Schedule on page 14 is in error.

21. Page 7 of the RFP states: "Project activities must not be exclusively for students in the priority school building, but may be used by the district to pursue activities..." Does that mean we have the choice of activities being only for the students in the priority school building, or in other schools as well? Or does it mean we must use funding for activities in more schools than just the priority school?

The Priority School building makes the District eligible for funds, however program activities in accomplishing the specific Goals do not have to be only targeted to that building.

22. Must activities be K-12? Or can they target just some grades?

Activities must specifically address the Goals selected from the listing, in the grade level that the specific goals apply.

23. Could funding in future years be reduced, if objectives are not met?

Yes, the My Brother Keeper Challenge Grant is specifically about closing the achievement gap among students in the elementary and secondary school grades. If progress is not made, then funds could be reduced.

24. Is the grant for three years: the 2016-2017 school year (starting Oct. 1, 2016), the 2017-2018 school year and 2018-2019 school year? Or is it for four years -- page 14 of the RFP mentions "The subsequent three years..." indicating there will be four years of funding? Please clarify.

The MBK Challenge Grant is a three year grant. The typo in Section X. Project Schedule on page 14 is in error.

25. Are we allowed to count non-allowable expenses as our match? For example, grant funds can't be used for indirect costs, but can we include that as our match?

Yes, indirect costs can be used as an in-kind match.

26. Can funding also be used to support activities for girls who are "of color," (as defined by SED on page 7 of the RFP)? Or can activities target boys of color only?

Yes, see question #3

27. If we hand-deliver our application, what name can we give when we arrive at the SED building, for who we need to see to deliver the application? And what is his/her telephone number?

The Security Officer can call the Office of Post-Secondary Access, Support and Success at 474-3719. An individual will come to the security desk to obtain the application.

28. Page 15 of the RFP notes that single spacing can be used for Attachment I, but only if the font size is at least 15 point size. Is that correct (15 point size is rather large)?

Attachment 1 is the Application Cover page, and must be clearly legible, so a larger font size is requested.

29. At the bottom of page 15 of the RFP where it provides directions for Attachment I, are those directions actually for Attachment II?

Correct, that is Attachment II

30. Can a receivership school apply for grant?

Yes, if the school has been identified as eligible for funds, then they are encouraged to make application for those funds.