How To Apply for Round 8
(2022-2027) Funding
AGENDA

21\textsuperscript{st} CCLC Information
- Components of all 21\textsuperscript{st} CCLC Programs
- Quality Programs
- Effective Partnerships
- School/program linkages
- Evaluation
- SACC

The Round 8 RFP
- Timeline
- Funding Availability, Allocations and Eligibility

*New* Elements of Round 8

Proposal Submission
- Preparing the Budget
- Survey Monkey Apply

Peer Review and Awards
Background Information
THREE COMPONENTS OF ALL 21ST CCLC PROGRAMS

1. Opportunities for academic enrichment, including tutorial services, to help students meet challenging State academic standards;

2. Additional services, programs, and activities designed to reinforce and complement the regular academic program of participating students:
   • Youth development; service learning; nutrition & health education; drug and violence prevention; counseling programs; arts and music; physical fitness and wellness; technology education; financial literacy; environmental literacy; mathematics; science; career and technical programs; internship or apprenticeship programs; and other ties to an in-demand industry sector or occupation for high schools students; and
THREE COMPONENTS OF ALL 21ST CCLC PROGRAMS

3. Family opportunities for active & meaningful engagement in their children’s education, including opportunities for literacy & related educational development

All centers must offer all three components listed above. Grantees may not meet this requirement by providing one component at a center serving one cohort of students and another component at a different center serving a different cohort of students.

All programs must reflect The Principals of Effectiveness and include the 10 essential elements of quality programs (QSA)
Currently Funded (Round 7) Programs:

- Round 7: 138 grants
- All Round 7 grants will sunset on June 30, 2022

Over half of the grantee lead agencies in New York are Community Based Organizations.
Quality Programs
QUALITY PROGRAMS

• Meeting the Needs of Students and Families
• Effective Partnerships
• Meaningful Involvement
• Positive Youth Development
• Quality Objectives
• Principles of Effectiveness
• Ongoing Evaluation/Self Assessment
MEETING THE NEEDS OF STUDENTS AND FAMILIES

• Describe the community where students and their families live and go to school

• Based on local data (Be specific!)
  - Poverty / free and reduced lunch rates
  - Literacy / education levels
  - Needs of the community

• Provide services not currently available

• Provide opportunities for families’ active and meaningful engagement in their children’s education

• Provide literacy services for families
EFFECTIVE PARTNERSHIPS

• At least one LEA and one CBO
• Collaboration in planning and design
• History of working together
• Substantial roles in delivery of services, sharing grant resources and having significant involvement in management and oversight
• Linkage with the school day – Education Liaison requirement (NEW)
• Program activities are integrated with the regular school day program
• Clear communication
MEANINGFUL INVOLVEMENT OF STUDENTS AND FAMILIES

- In Planning and Design
- During Program Implementation
- Participating in Advisory Board
- In Evaluation
SOCIAL EMOTIONAL DEVELOPMENT AND LEARNING

• SEL is the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions.

• Applicants must incorporate the NYS Social Emotional Learning Benchmarks throughout their programming.

• Applicants must address diversity, equity, and inclusion.
  – The NYS Culturally Responsive-Sustaining Education Framework and additional resources are available at: http://www.nysed.gov/crs/framework
1. Assessment of objective data to identify need
2. Research-based program activities that meet the stated needs
3. An established set of performance measures (achievement, attendance, behavior, etc.) to demonstrate outcomes
DEVELOPING QUALITY OBJECTIVES

Developing **SAFE** and **SMART** Objectives that are based on Performance Indicators

**SAFE:**
- Sequenced, Active, Focused and Explicit

**SMART:**
- Objectives are Specific and activities detailed
- Desired outcomes can be Measured
- Objectives are Attainable and Realistic
- Objectives include Timelines for progress
Objective 1 – 21st Century Community Learning Centers will offer a range of high-quality educational, developmental, and recreational services for students and their families.

1.1 Core educational services
1.2 Enrichment and support activities
1.3 Community involvement
1.4 Services to parents and other adult community members
1.5 Extended hours

Objective 2 – Students participating in 21st Century Community Learning Centers programs will demonstrate educational and social benefits and exhibit positive behavioral changes.

2.1 Achievement
2.2 Behavior
## TEMPLATE FOR GOALS AND OBJECTIVES

**Objective 2 – Students participating in 21st Century Community Learning Centers programs will demonstrate educational and social benefits and exhibit positive behavioral changes.**

**Sub-objective 2.2 - Behavior. Students participating in the program will show improvements on measures such as school attendance, classroom performance, and decreased disciplinary actions or other adverse behaviors.**

**Program Objective 2.2-1:** Regular attendees will demonstrate decreased disciplinary actions.

<table>
<thead>
<tr>
<th>Activities in support of this program objective</th>
<th>Performance indicator(s) of success</th>
<th>How progress will be measured</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peer Mediation as needed, Conflict Resolution skills 2x/week, Mentor Program 1x/week</td>
<td>Disciplinary referrals will be reduced by 3% each year from established baseline.</td>
<td>Office Disciplinary Referrals</td>
</tr>
</tbody>
</table>
ONGOING EVALUATION AND SELF-ASSESSMENT

- *Ongoing Self-Assessment – Network for Youth Success QSA*
  (Available at [http://networkforyouthsuccess.org/qsa](http://networkforyouthsuccess.org/qsa))
- *Annual Performance Report (APR)*
- *The Role of the Independent Evaluator*
- *Benefits of Evaluation*
LINKING WITH THE SCHOOL DAY

• Align and coordinate with regular school day curriculum and teachers
• Incorporate NYS Standards
• Utilize the Department’s Social Emotional Development and Learning Guidelines
• Support school and district goals
USE OF TIME TO EXPAND LEARNING

21st Century programs may operate:
• Before school
• After school
• Weekends
• Holidays
• Summers
• And/or during school to extend the regular school day

Expanded learning time may include the time that a school extends its normal school day, week, or year to provide additional instruction or educational programs
EVALUATION REPORTING

Per the Evaluation Manual and Addendum of Updates:

- **Evaluability** – as a first step, your evaluator will assess whether your program is ready to be evaluated. Are all the preconditions and capacities in place to fully implement a high-quality program?

- **Implementation/Formative Evaluation** - measuring the implementation fidelity - Are you implementing your program according to your grant proposal, e.g., activities, target populations, etc.

- **Impact/Outcome Evaluation** – measuring results - Answering the questions, “What difference did the program make?”, “Was the program successful in meeting its objectives?”
OTHER REQUIREMENTS

- Taking Attendance by Activity
- Documenting use of time during the school day
- Tracking costs allocated to the program
- Private School Consultation
- Partnership agreements
- Partner v. Vendor
- SACC Registration
- Quality Self-Assessment Tool (QSA) – 2x/year
  www.nysan.org
- Department Consortium Policy
SCHOOL AGE CHILD CARE (SACC) LICENSING

- Required for CBOs, colleges and universities, and municipalities
- Proposes to serve seven or more children under the age of 13
- Provision applies to after-school programs whether operated in schools or community locations.
- The Office of Children and Family Services (OCFS) Regulation 18 NYCRR Part 414
- Contact OCFS Bureau of Early Childhood Services for registration information
CONSORTIUM POLICY

• Organizations can form a consortium to apply in partnership for 21st Century funding.
• Only one can serve as the official applicant and fiscal agent.
• Specific, written partnership agreements among all partners.
• The applicant/fiscal agent must be an active partner (except for SUNY/CUNY Research Foundations) and must provide 25% direct service.
• It cannot serve as a mechanism to pass grant funds through to other recipients.
• It cannot sub-grant funds to other partners unless the fiscal agent cannot provide the services itself.
• It is responsible for services provided by the partners, and
• It must coordinate the plan for the provision of those services.
New York 21st Century Community Learning Centers
SOARING BEYOND EXPECTATIONS

The Round 8 RFP
## ROUND 8 RFP TIMELINE

<table>
<thead>
<tr>
<th>Dates &amp; Deadlines</th>
<th>Description</th>
</tr>
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<tr>
<td>Sept. 23, 2021</td>
<td>Request for Proposals (RFP) Issued</td>
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<tr>
<td>Oct. 1, 2021</td>
<td>Technical Assistance Webinar</td>
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<td>Oct. 13, 2021</td>
<td>Questions Due</td>
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<tr>
<td>Nov. 2, 2021</td>
<td>Questions and Answers Posted</td>
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<tr>
<td>Nov. 9, 2021</td>
<td>Notice of Intent Due</td>
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<tr>
<td>Nov. 23, 2021 [5 PM]</td>
<td>Application Due in SurveyMonkeyApply</td>
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<tr>
<td>Nov. 23, 2021</td>
<td>Signature Pages due (postmarked)</td>
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<tr>
<td>Nov. 2021 – Feb. 2022</td>
<td>Eligibility and Peer Review</td>
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<tr>
<td>April/May 2022</td>
<td>Awards Announced (Tentative)</td>
</tr>
<tr>
<td>July 1, 2022</td>
<td>Funding and Programs Begin</td>
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Funding
FUNDING AVAILABLE

- Estimated $95M million available for Round 8 programs
- 5-year funding period 7/1/22 – 6/30/27
- Annual awards range from $50,000 to $1,200,000
- Annual funding requested divided by the number of students to be served may not exceed $2,100
- If other funding sources for OST in same school – must justify the need for another, and detail how activities will be coordinated, targets met, and spending recorded separately.
FUNDING PRIORITIES

Category One: 3 priority points will be awarded to applications that will serve students, at least 2/3 of whom attend a school (i.e., public school, private school or charter school) that meets one or more of the following criteria:

- **Comprehensive Support and Improvement (CSI) Schools**
  As required by ESSA, the bottom 5 percent of schools in student performance are identified as CSI schools. Schools are identified as CSI Schools if they performed at level 1 on a combination of indicators, or for high schools, if all student groups’ four-, five- and six-year graduation rates are less than 67 percent.

- **Targeted Support and Improvement Schools (TSI)**
  A school can be identified as TSI if one or more of its student subgroups performs at level 1 on a combination of the new indicators. If a school was in Good Standing, it must have two years of low performance before the school can be identified as a TSI School.

- **Schools in Receivership**
  If an application proposes to serve students in more than one school, at least 2/3 of the students served must attend a school on one of the competition priority lists above to be eligible for priority points.
FUNDING PRIORITIES

Category Two: 3 priority points will be awarded to applications that will serve students, 2/3 of whom attend a school (i.e., public school, private school or charter school) that meets one or more of the following criteria:

- **High Need Rural Schools:** High Need Rural districts are at or above the 70th percentile and have: 1) fewer than 50 students per square mile; or 2) fewer than 100 students per square mile and an enrollment of less than 2,500. Any school located in a High Need Rural district is eligible for priority points.

- **Limited English Proficiency Student Percentage:** Applicants will qualify for priority points if the respective Limited English Proficiency student percentage per student enrollment of the school(s) served is equal to or greater than 5%.

If an application proposes to serve students in more than one school, at least 2/3 of the students served must attend a school on one of the competition priority lists above to be eligible for priority points.
FUNDING ALLOCATIONS

• Federal funds – ESSA, Title IV, Part B
• Approximately $95M annually in New York State

Applications will be ranked according to final average score plus priority points from highest to lowest within each Judicial District (JD), and funds will be allocated to each of the following 13 JDs to match the percentage of disadvantaged students in each of the JDs, as follows:

JD #1: 7.5%, JD #2: 16%, JD #3: 3.4%, JD #4: 3.7%, JD #5: 5.4%, JD #6: 3%, JD #7: 5.7%, JD #8: 7.1%, JD #9: 8.2%, JD #10: 11%, JD #11: 13.6%, JD #12: 12.8%, JD #13: 2.5%.

In addition, there are minimum set asides for applicants in the Big 4 cities: Yonkers – 40% of JD #9 total Buffalo – 40% of JD #8 total Rochester – 40% of JD #7 total Syracuse – 40% of JD #5 total guaranteed

Applicants from those cities could receive more than 40% of the funding in that district based on scores but are guaranteed at least 40% of the funding allocated in those respective JDs.
FUNDING ALLOCATIONS

Agencies may not apply for more than $1.2M as either a lead agency, or as a combination of lead agency and partner, or as a partnering agency in multiple grants.

For-profit agencies may apply for an annual grant award of up to a maximum of $400,000.

The amount of annual funds requested divided by the number of students served must not exceed an annual amount of $2,100.
WHO CAN APPLY FOR FUNDING?

- LEA’s - Public school districts, charter schools, private schools
- BOCES
- Nonprofit agencies
- City or county government agencies
- Faith-based organizations
- Institutions of higher education
- Indian tribes or tribal organizations
- For-profit corporations

Either the LEA or the other agency may be the lead fiscal agent for the program.
APPLICATION ELIGIBILITY

FEDERAL PRIORITY

1. Schools eligible for schoolwide programs under Title I, Section 1114 of the Every Student Succeeds Act, and the families of such students, or

2. Schools with at least 40 percent of students eligible for free or reduced priced lunch (FRPL), and the families of such students, or

3. Schools with at least 40% of their students designated as economically disadvantaged, and the families of such students.

At least 2/3 of the students the applicant is proposing to serve must attend a school that meets this criteria.
SCHOOL ELIGIBILITY

Three Ways to Determine Eligibility

1. List of eligible schools
2. Feeder pattern option
3. Administrative option

If you are applying using option 2 or 3, you should upload supporting documentation with your Survey Monkey Apply (SMA) application, using the ‘Upload Document’ feature located to the lower right of your list of required tasks.
What’s New in Round 8
WHAT’S NEW IN ROUND 8

Notice of Intent (NOI)

• **DUE November 9, 2021, in Survey Monkey Apply Portal**

• The New York State Education Department (NYSED) highly encourages all prospective applicants to submit a NOI to ensure a timely and thorough review and rating process. A non-profit applicant’s NOI will also help to facilitate timely review of their prequalification materials. The Notice of Intent should be submitted via Survey Monkey Apply Portal by **5:00 p.m. November 9, 2021.**
WHAT’S NEW IN ROUND 8

Mandatory Documents

• Pages 91-93 of the RFP list mandatory and optional forms and documents.

• If ANY mandatory documents are not included in an application, it will be DISQUALIFIED.

• Ensure all Survey Monkey tasks are complete.

• For each Survey Monkey task that requires a document upload, double check that you’ve uploaded the correct document. Don’t lose out because you accidently uploaded the local deli’s menu in place of a budget form.

• Check everything a third time.
WHAT’S NEW IN ROUND 8

Budget Reductions in the Event of Shortfalls in Participation Goals

For the purposes of this RFP, students must attend the program for a minimum of

15 hours

in the program year to be considered a participant.
Budget Reductions in the Event of Shortfalls in Participation Goals

Non-Profit

In grant years 2-5, if less than 95% of the student participation target set forth in the application’s Participating Schools Form and reflected in the Composite Budget has met the minimum threshold of at least 15 hours to be considered a participant for the purposes of this RFP, the grantee's budget will be proportionately reduced by the amount of the percentage deficiency.
Budget Reductions in the Event of Shortfalls in Participation Goals

For-Profit

In grant years 1-5, if less than 95% of the student participation target set forth in the 2022-2023 application’s Participating Schools Form and reflected in the Composite Budget has met the minimum threshold of at least 15 hours to be considered a participant for the purposes of this RFP, the grantee's budget will be proportionately reduced by the amount of the percentage deficiency.
WHAT’S NEW IN ROUND 8

Budget Reductions in the Event of Shortfalls in Participation Goals

Recap

• Students must attend for a minimum of 15 hours to be counted as participants for the purposes of this RFP.
• Program planning should emphasize retention and regular attendance.
• Applicants should be realistic in determining the target numbers of students to be served.
• Plan accordingly!
WHAT’S NEW IN ROUND 8

- Evaluator Cost Cap of 8% may increase to 10% under certain conditions.
- Evaluator Cost Floor to 6%.
- Additional Cost Cap Increase to 10% **IF** the evaluator manages all data requirements of the program.
WHAT’S NEW IN ROUND 8

Applicants may not apply for more that $1.2 Million in funding either as a lead applicant, as a partner in multiple grants, or as a combination of lead and partner agency.

*Partner vs Vendor explained.*
Vendor Prequalification

• Not-for profit organizations must prequalify to do business with New York State agencies before they can compete for State grants.

• To become prequalified, a nonprofit must register with Grants Gateway and complete an online prequalification application.

• How to register with the Grants Gateway and become prequalified is available on the Grants Management website (https://grantsmanagement.ny.gov/).

• Proposals received from nonprofit applicants that are not prequalified in the Grants Gateway by 5:00 PM on the proposal due date of November 23, 2021, cannot be evaluated. Such proposals will be disqualified from further consideration.
Minority and Women-Owned Business Enterprise (M/WBE)

- All applicants are required to comply with NYSED’s M/WBE policy. Full participation by meeting or exceeding the M/WBE participation goal for this grant is preferred.
  
  - M/WBE participation includes services, materials, or supplies purchased from minority and women-owned firms certified with the NYS Division of Minority and Women Business Development.

- The M/WBE participation goal for this grant is 30% of each applicant’s total discretionary non-personal service budget over the entire term of the grant.

- Additional instructions are available on pages 28-30 of the RFP.
Preparing the Budget
**PREPARING THE BUDGET**

- *Use FS-10 Budget Form*
- *Costs are to be adequate and reasonable*
- *Transportation costs are allowable*
- *Nutrition costs are not allowed*
- *If equipment has a unit cost of $5,000 or less, place it in “Supplies and Materials”*
- *Composite Budget*
BUDGET RESTRICTIONS

No more than:

• 10% for administrative costs (including Indirect Costs)
• 5% for planning and professional development
• 6-8% for Evaluation, or up to 10% if responsible for data management, reporting and quality control for all local, State and Federal reporting requirements.
• Lead fiscal agent must provide 25% direct service (NEW)
CALCULATING INDIRECT COSTS

• Costs that benefit more than one program
• Cannot be readily assigned to one specific program
• Examples:
  - Photocopier
  - Clerical support
  - Electricity
• The modified direct cost base used to calculate indirect costs
• Exclude the portion of each subcontract in Purchased Services exceeding $25,000
INDIRECT COST RATES

- School Districts and BOCES – Department determines.
- Colleges and Universities – 8%.
- CBOs, Charter Schools and Municipalities
  - Prepare budget using 2.6%.
  - If selected for funding, can apply for up to 8%.
- Upon approval, a budget amendment is required.
- Higher rate is approved on an annual basis.

No more than 10% for administration INCLUDING the indirect cost %.
Proposal Submission
TIPS FOR SUCCESSFUL SUBMISSION

• Start early. Don’t wait!
• Double and triple check all your tasks before you submit. Make sure the correct documents were uploaded to the correct task.
• You cannot access the submit task until you complete all other required tasks.
• Include your Survey Monkey application # on your Cover Page.
• Only the FS-10 budget must be sent in hard copy.
• Questions regarding the electronic submission of the RFP through the Survey Monkey Apply portal should be directed to support@surveymonkey.com.
• Please copy 21CRFP@nysed.gov on any communications with Survey Monkey regarding technical difficulties.
SUBMISSION OF PROPOSALS

• Electronic Submission through Survey Monkey Apply (formerly FluidReview)
• In addition, electronic signatures are acceptable for all documents requiring a signature except for the FS10 budget. Contact Survey Monkey for Technical Questions (Not NYSED)

support@surveymonkeyapply.com
SUBMIT THE APPLICATION

• The due date for application submissions is **November 23, 2021, at 5:00 PM. No later.** Complete applications must be submitted electronically via the Survey Monkey Apply portal. Applications submitted via mail will not be reviewed.

• **Documents requiring an ink signature (FS10 only) must be postmarked no later than November 23, 2021, and sent to:**
  
  New York State Education Department
  Grants Management
  89 Washington Avenue
  Room 481 EBA
  Attn: 2017-2022 21st CCLC Grant Application
  Albany, NY 12234

• **Hand delivered submissions will not be accepted!**
Welcome to the New York State 21st Century Community Learning Centers (21st CCLC) Application Portal

The 21st CCLC Team at the New York State Education Department welcomes you to its secure web-based portal for submission of 21st CCLC applications for funding. The portal is designed to make it easier and more time efficient to submit an application for the latest Request for Proposals (RFP).

To get started, sign up on the right side of this landing page to register and create your account.

Upon sign-in as a new applicant, you will be directed to a set of required tasks associated with the submission of your proposal. A PDF version of the RFP is available at NYSED's P-12 website.

Once you have completed a "task", you may "view", "edit", "delete and re-upload", and/or "download" your submission at any time up until the deadline. Once you submit your full application, however, you will not be able to edit it.

The Notice of Intent (NOI) is not a requirement for submitting a complete application by the application date; however, NYSED strongly encourages all prospective applicants to submit an NOI to ensure a timely and thorough review and rating process. A non-profit applicant's NOI will also help to facilitate timely review of their prequalification materials. The notice of intent should be submitted via Survey Monkey Apply Portal no later than November 9, 2021 by 5:00 pm.

The due date for application submissions is November 23, 2021. Complete applications must be submitted electronically via the Survey Monkey Apply Portal by 5:00pm. Applications submitted via mail will not be reviewed.
SURVEY MONKEY APPLY

Register for an applicant account

Register with

First name: Name
Last name: Last
Email: myapplication@gmail.io
Password: *********
Confirm password: *********

By registering for an account, you agree to our terms of service and privacy policy.
Your submission(s) are listed below. Use the 'Create New Submission' button below to add additional submissions. Use the 'Go to Submission' link(s) at right to access your application(s). Additional team members can be added within each submission. The submission owner will be able to specify whether team members have "Full Control" or "Read Only" access.

Applicants are strongly encouraged to submit a Notice of Intent for each application they intend to submit.

No applications.

Please choose a program from our program listings page to get started.

View programs
Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Open date</th>
<th>Deadline</th>
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<tr>
<td>Title IV Part B Nita M. Lowey 21st Century Community Learning Centers Grant Application Round 8 RFP #GC22-001</td>
<td>Sep 23 2021 08:00 AM (EDT)</td>
<td>Nov 23 2021 05:00 PM (EST)</td>
</tr>
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1 - 1 of 1 Programs
Title IV Part B Nita M. Lowey 21st Century Community Learning Centers Grant Application Round 8 RFP GC22-001

APPLY
Opens
Sep 23 2021 08:00 AM (EDT)
Deadline
Nov 23 2021 05:00 PM (EST)
- Program Narrative
- Budget Narrative
- 2022-23 FS-10 Proposed Budget
- Attachment 7: Composite Budget
- Attachment 8: Applicant and Partner Disclosure Form
- Partnership Agreement(s)
- Appendix R (NYSED’s Data Privacy Appendix), posted with the RFP
- School-Age Child Care (SACC) Registration (If Available) (optional)
- Proof of Workers Compensation Coverage (Recommended, if Applicable) (optional)
- Proof of Disability Benefits Coverage (Recommended, If Applicable) (optional)
- M/WBE Documents Package
- Mailed Application Package
Peer Review and Awards
PEER REVIEW PROCESS

• Electronic Peer Review
• Two reviewers per application
• Third review if scores vary by 15 points or more
• Department staff do not review applications.
• Department selects peer reviewers to ensure a diversity of backgrounds (e.g., school personnel, CBOs) and geographic representation.
• Department trains the reviewers.
• Applicants may no longer act as reviewers.
AFTER THE PEER REVIEW

- Department notifies the successful applicants.
- Department prepares the grants for LEAs and municipalities; grant contracts or contracts for all others.
- The applicant signs and returns the prepared contract to Department.
- Both the NYS Attorney General and Comptroller must approve.
- Department initiates the payment process.
- Advance payment of 20% to all except for-profit organizations.
QUESTIONS ABOUT THE RFP

Questions about the RFP must be submitted by email only to:

21CRFP@nysed.gov

Questions must be received by: October 13, 2021

Q&A will be posted on NYSED’s P-12 website no later than November 2, 2021.

http://www.p12.nysed.gov/funding/currentapps.html#GC22-001
THANK YOU!