

## FY 2022 Community Partnership Grant Frequently Asked Questions

Updated 11/05/2021

**(Updates since 10/18/21 are highlighted below.)**

**Please note that the submission deadline for the Fiscal Year 2022 Community Partnership Grant has been extended to November 19, 2021 at 5:00 pm.**

### Accessing Grant Information

**1. Where can I find information on this grant?**

**A:** Information on the Community Partnership Grant can be found under the Community Partnership Grant tab on [ISBE's Mental Health webpage](#).

**2. Where can information on Tier I and Tier II schools be found?**

**A:** There are a couple of ways to access this information. One way is to go to the [Illinois Report Card](#) and type in the name of the school. The information is located on the Evidence-Based Funding tab. A second way to locate this information is at <https://www.isbe.net/Pages/ebfdistribution.aspx>. Select EBF Distribution Quick Facts under the Reports tab.

**3. Was there any specific identifier used to determine whether a county was heavily impacted by COVID-19?**

**A:** Counties with high transmission rates as determined by the [Illinois Department of Public Health](#) will be priority.

### Eligibility

**4. Are private schools, nonpublic schools, and ISBE-approved nonpublic special education schools eligible to apply for this grant? Is this grant for districts or individual schools?**

**A:** Eligible applicants for this grant are as follows -- public and private entities, including Local Education Agencies (LEAs) such as public school districts; public university laboratory schools approved by ISBE; state-authorized charter schools; area vocational centers; Regional Offices of Education; Intermediate Service Centers; community-based organizations; community-based health providers (Medicaid-billing certified nonprofits); Indian tribes or tribal organizations (as such terms are defined in the Indian Self-

Determination and Education Act); and other public entities or a consortium of two or more such agencies, organizations, or entities.

**5. Are special education cooperatives eligible to apply/receive this grant?**

**A:** Private and public entities are eligible to apply for the Community Partnership Grant. Applicants must be able to successfully fulfill requirements that are outlined on page 11, as well as the other general requirements, of the Notice of Funding Opportunity (NOFO)/Request for Proposals (RFP).

**6. How do we determine our Region-County-District-Type (RCDT) code?**

**A:** Your RCDT code can be found at <https://www.isbe.net/Pages/RCDTS-Lookup.aspx>.

**7. Will a community-based organization still be held accountable for supporting teachers and school staff?**

**A:** One of the program objectives specified in the NOFO/RFP is collaborative leadership and practices that build a culture of professional learning, collective trust, and shared responsibility.

**8. Does the partnership need to involve a school, or can a community center providing after-school and summer programming apply for grant funding?**

**A:** The purpose of the program is to address gaps in opportunity and the COVID-19 pandemic's impact on interrupted learning by developing or expanding relationships between schools, community-based organizations, and mental health providers to benefit the well-being of children, parents, and school staff.

**Funding Information and Award Amounts**

**9. How many awards will there be for this grant?**

**A:** Successful grantees will be level-funded at the initial award amount for each year of the life of the grant. Awarded applicants with an approvable budget are eligible to receive up to \$250,000 per year for each year of the grant cycle.

**10. Is there an award minimum or maximum amount?**

**A:** Awarded applicants with an approvable budget are eligible to receive up to \$250,000 per year for each year of the grant cycle.

**11. Can you supplement programs that are funded by 21st Century Learning Centers?**

**A:** Per page 10 of the NOFO/RFP, one of the LEA Use of Funds includes planning and implementing activities related to summer learning and supplemental after-school programs, and addressing learning loss.

**12. When will applicants be getting payment for services? Is the payment retroactive? Are applicants taking a risk starting before knowing if they are approved?**

**A:** The grant period will begin no sooner than November 12, 2021, and will extend from the execution date of the grant until June 30, 2022. It is anticipated that successful applicants will receive a Notice of Award via email approximately 90 days after the application deadline. The award letter is NOT an authorization to begin performance or expenditures. After the merit-based appeal timeframe has ended, awardees will receive additional information from the program area that includes the next steps for finalizing the grant. Monies spent prior to programmatic approval are done so at the applicant's own risk.

**13. Can these funds be used to enhance programming that is already taking place in a partner school?**

**A:** Yes. The purpose of the program is to address gaps in opportunity and the COVID-19 pandemic's impact on interrupted learning by developing or expanding relationships between schools, community-based organizations, and mental health providers to benefit the well-being of children, parents, and school staff. In addition, the selection criteria includes an explanation of need to establish or expand programs and services to support students after the pandemic.

**14. Year 1 is a shortened year (i.e., eight months versus 12). Will Year 2 be pro-rated for grantees?**

**A:** Successful grantees will be level-funded at the initial award amount for each year of the life of the grant.

**15. Are we allowed to request funds for rent of facilities?**

**A:** Please see page 9 of the NOFO/RFP for use of funds.

**Applying/Proposals**

**16. How should proposals be submitted?**

**A:** There are three options for submission -- electronic, mailed, or hand-delivered. Please see pages 2-3 of the NOFO/RFP for more details on submission.

**17. Should proposals be written to provide a plan for two years in this application?**

**A:** Successful applicants may reapply via continuing application for up to one additional year. Funding in the subsequent year will be contingent upon compliance with federal and state law, state grant-making rules, passage of sufficient appropriations for the

program, and satisfactory performance in the preceding grant period. No promise or undertaking made in this NOFO/RFP is an assurance that a grant agreement will be renewed, nor does this NOFO/RFP create any right to or expectation of renewal.

**18. Do the partnering entities also have to be registered with SAM and have a DUNS number?**

**A:** Applicants are required to be registered in SAM and DUNS.

**19. Can an organization apply for funding for multiple locations in one application? Or do applicants have to submit multiple applications?**

**A:** Each application must identify a Lead Applicant on the proposal. This entity will be the primary administrative agent for the proposal. Eligible applicants may propose to serve more than one proposal, but an entity cannot propose to be the Lead Applicant on more than one proposal.

**20. We currently partner with schools in various districts. If we apply as a Lead Applicant, can our proposal include all the districts we partner with, or are we limited to partnering with just one?**

**A:** One of the required deliverables specified in the Deliverables and Milestones section of the NOFO/RFP is execution of a Memorandum of Understanding with three to five partnering entities. In addition, eligible applicants may propose to serve more than one proposal, but an entity cannot propose to be the Lead Applicant on more than one proposal.

**21. Is there a standard logic model template that ISBE prefers for applicants to use?**

**A:** There is no standard logic model template specified in the NOFO/RFP.

**22. Where in the proposal should applicants provide details for the program evaluation?**

**A:** As part of the proposal, applicants must utilize Attachment 4 as outlined on page 12 of the NOFO/RFP to complete the evaluation design. In addition, an applicant's evaluation design should address the program evaluation criteria as outlined in the rubric on page 16 of the NOFO/RFP.

**23. What is the difference between Performance Measures, Targets, Performance Standards?**

**A:** Performance Measures are the level of performance a program aims to achieve. The Targets are the measures grantees are expected to meet during each quarter of the grant. Performance Standards are the minimum thresholds for acceptable performance.

**24. Can Performance Measures (e.g., 100% of students/teachers/parents) apply to a particular school or particular program within a school, or must the Performance Standards apply to 100% of students/teachers/parents of an entire school district?**

**A:** This would be determined by the applicant and what is determined in the Partnership Memorandum(s) of Understanding.

**25. Regarding the priority points for Erikson Risk and Reach Report, is the "overall risk level" used to determine the High Moderate and High rating?**

**A:** Applicants should use the level that is listed for that county on the [Erikson Institute Illinois Risk and Reach Interactive Map](#).

**26. Are applicants limited to the five pages maximum in the application? Can separate/additional logic model, charts, etc. be added?**

**A:** Applications must be submitted in the format outlined on page 12 of the NOFO/RFP to be considered complete. Applications must not exceed the maximum pages for each form. In addition, Partnership Memorandum(s) of Understanding and logic models must be completed and submitted to ISBE within 30 days of award notice.

**27. The NOFO/RFP states that an LEA must reserve at least 20% of the total amount allocated to it from the state's American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief (ESSER) award to address learning loss through the implementation of evidence-based interventions. Does this requirement also apply to a community organization that is serving as the applicant on this grant?**

**A:** Funding restrictions for applicants are specified under the LEA Use of ARP ESSER funds section on page 9 of the NOFO/RFP. Each applicant must address requirements as outlined in the NOFO/RFP.

**28. How broadly is "community" defined? Could this be a partner in the State of Illinois if there is nothing within an applicant's vicinity?**

**A:** Please note the Program Description of the NOFO/RFP, which states:

The program will support local efforts to develop comprehensive school systems grounded in mental health and trauma-informed practices by achieving the following goals:

- Provide communities the flexibility to determine the best approach to respond to the local mental health needs.
- Allow funds to be used for a range of responses, from prevention to early intervention to treatment.
- Support local efforts to integrate programs focused on non-cognitive development (social, emotional, and behavioral) and mental wellness for children.

- Establish or expand supports addressing the well-being of parents/caregivers and teachers/school staff.
- Expand opportunities for student learning beyond the normal school day.
- Create enduring partnerships between schools, community-based organizations, and mental health providers that will last beyond the grant.

**29. Is there a limit for the number of schools that a community-based organization applicant can partner with?**

**A:** One of the required deliverables specified in the Deliverables and Milestones section of the NOFO/RFP is execution of a Memorandum of Understanding with three to five partnering entities.

**30. Do services funded by the grant have to be provided on-site in schools or off-site, or could they be both?**

**A:** Please note the objectives of this program as outlined in the NOFO/RFP:

- Integrated Student Wellness Supports: Address out-of-school barriers through partnerships with community social and health service agencies, including, but not limited to, social-emotional learning; trauma; conflict resolution; restorative justice practices; access to mental health services; decreasing bullying; and punitive disciplinary actions.
- Expanded Learning Time and Opportunities: Initiate after-school, weekend, and summer programs to provide additional academic instruction and support, enrichment activities, and opportunities for real-world learning.
- Active Parent/Guardian and Community Engagement: Bring parents, guardians, etc. into schools as educational partners to make schools a neighborhood hub for learning.
- Collaborative Leadership and Practices: Build a culture of professional learning, collective trust, and shared responsibility.
- Additionally, the plan must address how the following will be engaged in the process:
  - Student voice
  - Substance abuse prevention and treatment
  - Early childhood
  - LGBTQ populations
  - Homeless and youth in care
  - Marginalized communities

**31. I have read the section on “funding restrictions,” which mostly contains a description of “LEA use of ARP ESSER funds.” Are community-based organization applicants subject to these same restrictions? If not, are there specific funding restrictions for non-LEA applicants?**

**A:** The funding restrictions applicable to applicants are specified under LEA use of ARP ESSER funds. In addition, this grant program will use an unrestricted indirect cost rate.

**32. When should Partnership Memorandums of Understanding be submitted?**

**A:** Partnership Memorandum(s) of Understanding must be completed and submitted to ISBE within 30 days of award notice.

**33. In Section 4 of the narrative (program evaluation), do we need to include the actual logic model, or just a discussion of how it will be created? I see that it's also a deliverable after grant award is confirmed. If we do need to include the logic model, can it be attached as an appendix, as I think it would put us over the five-page limit?**

**A:** The development and submission of a logic model for the grant program is required to ISBE within 30 days of an award notice. Discussion of or actual logic model may be included within the application. However, proposals may not exceed the page limits outlined in the application.

**Attachments**

**34. Attachment 7 says that there should be no subcontracting or subgrants. If we propose subcontractors, how would we go about getting written approval from the State Superintendent? Would this need to be done prior to submission of the application, or would it be done after we are awarded?**

**A:** Upon notification of award, information will be provided regarding subcontracting.

**35. Regarding Attachment 9, a very small number of our youth do come from private schools, but we don't plan on asking private schools to help plan or directly partner with them (like the local public schools). Should we just mark "no, we do not wish to participate" and leave blank?**

**A:** Private schools must be consulted to participate. It is up to the private school to determine if they do or do not want to participate. The private school should check "yes" or "no" and sign.

**36. Regarding Attachment 11B, if applicants don't participate in lobbying activities, is this form N/A?**

**A:** A complete application must include all required components and signatures where mentioned.

**37. Regarding Attachments 12 and 13, the text on the form only talks about school districts/LEAs. Is this then not applicable to a community-based organization?**

**A: A complete application must include all required components and signatures where mentioned. In addition, applications must be submitted in the format outlined on page 12 of NOFO/RFP to be considered complete. This applies to all applicants for the Community Partnership Grant.**

**Updated Links**

- The Illinois Department of Public Health COVID-19 pandemic [Statistics link](#) has been updated.
- The U.S. Dept of Education's [verification of rural status link](#) has been updated.