



April 22, 2022

TO: Eligible Applicants

FROM: Dr. Carmen I. Ayala 
State Superintendent of Education

SUBJECT: **NOTICE OF FUNDING OPPORTUNITY (NOFO) / REQUEST FOR PROPOSALS (RFP):**
Fiscal Year 2022 CURE After School Programs

CSFA Number: 586-18-2801
CSFA Title: Federal Programs-CURE-After School Programs

CFDA Number: Coronavirus Urgent Remediation Emergency Fund
CFDA Title: Coronavirus Urgent Remediation Emergency Fund

Program Overview

Eligibility and Application Information

Eligible Applicants: Eligible applicants are joint applications between not-for-profit community-based organizations and Tier 1 or Tier 2 public school districts.

Tier 1 or Tier 2 district status is determined by the [Evidence-Based Funding formula for FY 2022](#).

NOTE: The State of Illinois Grant Accountability and Transparency Act (GATA) specifies that applicants to complete prequalification requirements before applying for any grant. This includes completion of the grantee registration and prequalification process through the Illinois [GATA Web Portal](#). Grant applications must be submitted by the application deadline indicated in this NOFO/RFP. Applicants are advised to complete the prequalification requirements well in advance of the NOFO/RFP deadline

Successful grant applicants will be required to complete an FY 2022 Fiscal and Administrative Risk Assessment in the form of an Internal Controls Questionnaire (ICQ) available through the GATA Web Portal, an FY 2022 Organizational Risk Assessment through the ISBE Web Application Security (IWAS) system, and the FY 2022 Programmatic Risk Assessment that is found within the electronic Grant Management System budget. Grant awards will not be executed until the FY 2022 ICQ, Organizational Risk Assessment and Programmatic Risk Assessment are completed.

Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management

(SAM): Each applicant (unless the applicant is an individual or federal or state awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the federal or state awarding agency under 2 CFR § 25.110(d)) is required to:

- (i) Be registered in SAM before submitting its application. If you are not registered in SAM, you may do so at www.sam.gov;
- (ii) Provide a valid DUNS number in its [application](#); and
- (iii) Continue to maintain an active SAM registration with current information at all times during which it has an active federal, federal pass-through, or state award or an application or plan under

consideration by a federal or state awarding agency. The Illinois State Board of Education (ISBE) may not consider an application for a federal pass-through or state award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements.

Code of Federal Regulations / Title 2 - Grants and Agreements / Vol. 1 / 2014-01-01192: Guidance is found at <https://www.gpo.gov/fdsys/pkg/CFR-2013-title2-vol1/pdf/CFR-2013-title2-vol1.pdf>

This grant is subject to the provisions of:

- <http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=3559&ChapterID=7>
- <https://ilga.gov/commission/JCAR/admincode/044/04407000sections.html>.

Merit-Based Review and Selection Process for Competitive Grants: ISBE is required to design and execute a merit-based review and selection process for applications. This process is incorporated by reference in all applicable funding opportunities. Applicants are advised to refer to the ISBE [Merit-Based Review Policy](#).

Grant Award/Cost Sharing or Matching: The total amount of federal funding available is \$10 million. There is no matching requirement for this grant. Minimum grant awards will be \$25,000 to a maximum of \$500,000.

Grant Period: The grant period will begin no sooner than June 1, 2022 and will extend from the execution date of the grant until August 31, 2023. Successful applicants may reapply via continuing application for up to two additional year(s). Funding in the subsequent years 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.

Submission Dates and Times/Other Submission Requirements: Proposals can be submitted electronically through the ISBE Attachment Manager, mailed, or hand delivered no later than 4 p.m. Monday, May 23, 2022. Directions for each submission method are found below.

Electronic Submission: Completed proposals submitted electronically should be scanned into PDF with all supporting documents and required signatures. The ISBE Attachment Manager is found at <https://sec1.isbe.net/attachmgr/default.aspx>. Choose Denney, Constance from the drop-down menu in Receiver Information. Submit the application using the button at the bottom of the page.

Mailed Proposals: Mail the original to Connie Denney, Wellness Department, 100 North First Street, Mailcode E-222 Springfield, IL 62777 to ensure the NOFO/RFP response is in the ISBE offices no later than 4 p.m. on Monday, May 23, 2022. It is advised to use certified mail with guaranteed delivery date and a return receipt requested.

Hand-Delivered: Proposals may be hand-delivered to the following location:

Springfield Office
Reception Area
1st Floor
100 North First Street

Late proposals will not be accepted.

Grant Award Notice: 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.

Technical Assistance Session: A technical assistance session will be held at 10 a.m. May 3, 2022. Registration information is found [here](#). Attendance is not required.

Changes to NOFO/RFP: ISBE will post any changes made to the NOFO/RFP prior to May 13, 2022, at <https://www.isbe.net/Pages/Request-for-Proposals.aspx>. Applicants are advised to check the site before submitting a proposal.

Agency Contact: For more information on this NOFO/RFP, contact Connie Denney at 217-782-5270, Or afterschool@isbe.net. All questions asked concerning this NOFO/RFP will be responded to in a Frequently Asked Questions document found [here](#) so all respondents can see all questions and the responses to the questions. Changes to the FAQ will not be made after May 13, 2022. Applicants are advised to check the site before submitting a proposal.

General Information

Program Background and Description

Program Purpose:

The purpose of this funding opportunity is to establish after-school programs as a joint effort between not-for-profit community based organizations and Tier 1 or Tier 2 school districts. After-school programs that are embedded in the local community help students increase academic achievement and develop social and emotional learning skills.

Program Description:

The Coronavirus Urgent Remediation Emergency (CURE) Fund After School Programs grant will provide opportunities outside of the school day to improve academic outcomes, expose students to an array of college and career opportunities, and provide mentoring and advocacy programs that inspire youth empowerment and development.

There is no minimum number of students to be served. Funded applicants will be required to keep an attendance list with the number of days a student attended.

Program Background/History:

Public Act 102-0017 appropriated \$10 million in CURE Fund dollars to provide the After School Programs grants to school districts and community organizations for after-school programming, as well as other programming outside of the normal school day.

Program Objectives:

Programs must provide opportunities outside of the school day to:

- Improve academic outcomes for students attending a minimum of 30 days of programming.
- Expose students to an array of college and career opportunities, such as college tours.
- Provide mentoring and advocacy programs that inspire youth empowerment and development.
- Improve digital literacy skills.
- Encourage civic engagement.
- Provide mentoring.

Policy Requirements:

There are no State Board of Education policy requirements for this posting.

Performance Measures:

Ten percent of student participants will attend a minimum of 30 days of programming.

There will be a 10 percent increase in proficiency and growth in digital literacy skills for program participants by the end of the program as measured on pre- and post-assessments.

Targets:

A total of 2.5 percent of student participants will attend a minimum of 30 days of programming.

There will be a 2.5 percent increase in proficiency and growth in digital literacy skills for program participants by the end of the program as measured on pre- and post-assessments.

Performance Standards:

Five percent of student participants will attend a minimum of 30 days of programming.

There will be a 5 percent increase in proficiency and growth in digital literacy skills for program participants by the end of the program as measured on pre- and post-assessments.

Deliverables and Milestones:

Deliverable 1: Completion of annual Grant Periodic Performance Report via IWAS.

Deliverable 2: Administration of pre- and post-assessments to program participants.

Deliverable 3: Submission of a comprehensive year-end data and performance report that details the number of participants and activities submitted to the grant program manager no later than 30 days after the grant end date.

Funding Information

Introduction:

All grant funds disbursed to administer the After Schools Program and all related services must be handled in accordance with the authorizing legislation (PA 102-0017); the State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures handbook; and 23 Illinois Administrative Code 100 (Requirements for Accounting, Budgeting, Financial Reporting, and Auditing).

Cost Sharing or Matching:

A cost sharing or matching component is acceptable but not required for these funds.

Indirect Cost Rate:

The federal Uniform Guidance at 2 CFR 200 requires that grantees be provided the opportunity to seek indirect cost reimbursements based on negotiated indirect cost reimbursement rates. Rates are determined and applied as follows.

Local Education Agencies

- Local Education Agency (LEA) indirect cost rates are developed in accordance with a delegation of authority agreement between ISBE and the U. S. Department of Education (ED). The plan includes both a restricted and unrestricted rate for each individual LEA. Both the restricted and unrestricted LEA rates are published on the ISBE website. The FY19 rates are available at: <https://www.isbe.net/Pages/Indirect-Cost-Rate-Plan.aspx>. In the past, only the restricted rate was allowed when budgeting indirect cost reimbursements.

LEAs have the ability to seek indirect cost reimbursement at the published unrestricted rate for any program other than those identified as restricted by ED.

- Newly organized LEAs, Regional Offices of Education Intermediate Service Centers, area vocational centers, charter schools, university laboratory schools and governmental entities formed by a joint agreement among LEAs utilize either the statewide average of LEA unrestricted or restricted indirect rates as appropriate, depending on program.

- LEAs that jointly administer federal program(s) utilize either the approved unrestricted or restricted indirect cost rates for the administrative district of the joint program as appropriate, depending on program.

Non-LEAs

- Programs eligible for an unrestricted indirect cost rate, not-for-profit entities; community-/faith-based organizations; and other non-LEA, non-university subgrantees utilize rates negotiated through the Governor’s Office of Management and Budget centralized process where they will have the option to:
 - o Select the 10% diminimus rate.
 - o Submit documentation supporting a rate determined through negotiation with their federal cognizant agency.
 - o Negotiate a rate.

Non-LEA, non-university grantees may initiate the unrestricted indirect cost rate negotiation process through the GATA grantee at: <https://grants.illinois.gov/portal/>.

- Federal programs requiring the use of a restricted indirect cost rate, not-for-profit entities, community-/faith-based organizations, and other non-LEA subgrantees shall utilize the 8% default rate described at 34 CFR 76.564.
- Colleges and Universities will be limited to a maximum indirect cost rate of 8% or other indirect cost rate calculated by their cognizant federal agency, whichever is less, for grants administered by ISBE.

Costs associated with Fiscal Support Services (2520), Internal Support Services (2570), Staff Support Services (2640), Data Processing Services (2660), and Direction of Business Support Services (2510) charged to the Educational Fund are properly budgeted as indirect costs.

Funding Restrictions:

Non-allowable Use of Funds

- Pre-award costs
- Any activity outside the goals and objectives of this grant
- Construction or building improvements
- Food or beverages for students or staff

Allowable Use of Funds

- Field trips that are academic in nature, including college visits or tours
- Transportation costs
- Student tuition for community college coursework
- Overnight or out of state travel for students
- Tutoring or other opportunities for students to increase educational knowledge
- Stipends for mentors
- Civic engagement opportunities
- Activities that promote digital literacy
- Activities that support grant objectives

Stevens Amendment:

For purposes of compliance with Section 511 of P.L. 101-166 (the “Stevens Amendment”), applicants are advised that 100 percent of the funds for this program are derived from federal sources. The total amount of federal funding involved is \$10 million.

Reporting Requirements

Periodic financial reporting should be completed at a minimum of quarterly via the IWAS system. Programmatic reporting should be completed annually via the IWAS system. A year-end evaluation will also need to be submitted to the program manager.

Content and Form of Application Submission

Instructions: Each application must be submitted in the format outlined below to be considered complete. A complete application will include all required components (the numbered items below) and signatures when mentioned. Please use the checkboxes in front of the numbers as a checklist when assembling your completed application. It is advised to attach a copy of the completed checklist with the application.

- 1. Uniform Application for State Grant Assistance (Attachment 1):** Include the name, address, and telephone and fax numbers of the entity; email, name, and telephone number of the contact person; Federal Employer Identification number; DUNS number; SAM CAGE Code; and all other listed information. The Application page must be signed by an official authorized to submit proposals.
- 2. Program Summary (Attachment 2):** Include information regarding the joint application, proposed number of students to be served, location of where services will be provided, and anticipated number of weeks of programming.
- 3. Program Narrative (Attachments 3A-3D):** Maximum **four** pages per attachment. Follow the specifications found under Program Narrative Requirements.
- 4. Objectives and Activities (Attachment 4):** Maximum **four** pages. Use the form provided to list the objectives and activities of the proposed project in a time-specific format. Applicant should address all the objectives that are listed on page 3 in this NOFO/RFP.
- 5. Proposal Evaluation Design (Attachment 5)** Maximum **one** page. Use the form provided to complete the evaluation design.
- 6. Budget Summary (Attachment 6):** The budget **MUST** be submitted on this form. No other budget form will be accepted. District budgets **MUST** be signed by the district superintendent. Other applicants should have the authorized official sign the form.
- 7. Budget Breakdown and Budget Narrative (Attachment 6A and 6B)** The budget breakdown **MUST** include descriptions of the anticipated expenditures, correlated to the line items set forth on the Budget Summary. The budget breakdown should also include subcontract information, if applicable. The Budget Narrative (Attachment 6B) should describe how funds will be used to support students and program objectives.

Program Narrative Requirements

Need

Summarize the needs by describing the process used with the community to determine the need for the project, the availability of resources for the project, and the data used to determine the need (e.g., student achievement data, demographic data, student behavioral data, and parent data).

Describe the partnership between the applicant and the community or school district. Describe the relevance and the commitment of each collaborative partner in the proposed program to the implementation and success of the project. The description should support the historical performance of each partner and its capacity to implement the services as described.

Describe how the after-school program will enhance current services provided in the community and not duplicate services currently provided.

Indicate the desired change or impact your program will have on the youth that participate. This change should be measurable.

Equity

Identify who will benefit and who may be burdened by the proposed activities.

Identify strategies that will be used to ensure equity in programing and mitigate any unintended barriers.

Indicate how stakeholders have been engaged.

Provide details on how equitable services will be provided and maintained.

Program Design

Provide a program schedule of operation, including a sample schedule for one week. If programs are offered at more than one site, include information for each site and the range of programming at each site. Include a rationale for the proposed hours of operation.

Based on the program schedule of operation, provide information on how the proposed schedule will meet the program objectives.

Describe in detail how the activities are expected to improve student academic achievement and meet the program objectives.

Specify the age group(s) for which programming will be designed and discuss any relevant experience with this population.

Identify other resources that will be used to implement the program.

Describe outreach strategies that will be used to recruit program participants.

Capacity

Describe in detail the relationship between the joint applicants. Provide details on the process used to collaborate on the out-of-school-time program.

Provide information about prior out-of-school-time programming that each applicant has provided.

Identify the organizational structure of each applicant and their financial capacity.

Identify key personnel and/or positions that will be responsible for the program.

Review Criteria

Application Review and Selection Process

The selection of the grantees will be based upon the overall quality of the application. The scoring is based upon the following criteria:

- Need is defined as the identification of stakeholders, facts, and evidence that demonstrate the proposal supports the grant program purpose.
- Capacity is defined as the ability of an entity to execute the grant project according to the project requirements.
- Quality is defined as the totality of features and characteristics of a service, project, or product that indicate its ability to satisfy the requirements of the grant program.
- Evaluation is defined as the ability to judge or determine the significance, worth, or quality of a service, project, or product.

Tiebreaker

In the event of a tie, the Tier 1 or Tier 2 district furthest away from adequacy per the Evidence-Based Funding formula will be given priority.

Evaluation Criteria

These overall criteria are built into the rubric below. The attachment number in the parenthesis following the criteria lists the portion of the proposal that will be used to determine if the criteria has been met. The points for each section as well as the individual criteria are also included in the rubric.

Following the notification of grant awards, an applicant may request copies of reviewer scores and comments by contacting Connie Denney at afterschool@isbe.net.

Selection criteria and point values are as follows:

Not Provided	Very Limited	Somewhat Limited	Moderate	Strong	Very Strong
0	1	2	3	4	5
Proposal requirements are absent.	Proposal provides very few details to meet the project outcomes.	Proposal is unclear and lacks enough evidence to meet project outcomes.	Proposal provides moderate detail and conveys potential to meet project outcomes.	Proposal provides good detail and strong evidence to meet project outcomes.	Proposal exceeds expectations and provides a solid plan to meet project outcomes.

Section 1: Need - 20 Points	Possible Points
Applicant details the process used with the community to determine the need for the project, the availability of resources for the project, and the data used to determine the need. (Attachment 3A Program Narrative - Need)	5
The partnership between the joint applicants is relevant. The commitment of each applicant is demonstrated in the proposed program. The applicants provide information that supports the historical performance of each applicant and its capacity to implement the services as described. (Attachment 3A Program Narrative - Need)	5
Applicant describes how the out-of-school-time program will enhance opportunities/services and not duplicate opportunities/services currently available. (Attachment 3A/3C Program Narrative - Need/Program Design)	5
Applicant identifies population to be served and burdened and how barriers will be eliminated. (Attachment 3B Program Narrative - Equity)	5
Section 2: Quality 35 Points	Possible Points
The activities are expected to improve student academic achievement as well as overall student success. (Attachment 3C Program Narrative - Program Design)	5
The proposed schedule of activities is feasible and academically relevant. (Attachment 3C Program Narrative - Program Design)	5
Applicant provides information on how stakeholders were engaged. (Attachment 3B Program Narrative - Equity)	5
The applicant has provided evidence that programming will be age-appropriate and evidence-based. (Attachment 3C Program Narrative - Program Design)	5
Applicant will provide equitable services to program participants. (Attachment 3B Program Narrative - Equity)	5
Applicant has a clear recruitment and retention plan for program participation. (Attachment 3C Program Narrative - Program Design)	5
Applicant has a clear plan on how program objectives will be met. (Attachment 3C Program Narrative - Program Design)	5
Section 3: Capacity 25 Points	Possible Points
Proposal demonstrates the organizational capacity to fulfill the requirements of the grant and provide adequate support for the program (Attachment 3D Program Narrative - Capacity)	5
The applicant provides a budget and budget detail that is relevant to the number of students served. The proposed budget is focused on direct services to students. (Attachment 6, 6A and 6B - Budget Summary and Budget Narrative)	5

Previous experience and/or capacity demonstrate the ability to provide education related activities. (Attachment 3D Program Narrative - Capacity)	5
Evidence is provided that the application was developed jointly by the applicants. (Attachment 3D Program Narrative - Capacity)	5
Applicant is able to properly staff the program. (Attachment 3D Program Narrative - Capacity)	5
Section 4: Evaluation 20 Points	Possible Points
The applicant has a detailed evaluation plan that includes pre- and post-assessment administration. (Attachment 5 - Evaluation)	5
Evaluation methods include the use of objective performance measures that are clearly related to the intended outcomes of the project and will produce quantitative and qualitative data. (Attachment 5 - Evaluation)	5
There is a plan for dissemination of evaluation results to the community. (Attachment 5 - Evaluation)	5
Applicant has data collection methods established and a method to analyze data. (Attachment 5 - Evaluation)	5