




March 7, 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 After School Programs – Non-School Districts

**CSFA Number:** 586-84-2069  
**CSFA Title:** After School Programs

### **Program Overview**

#### ***Eligibility and Application Information***

**Eligible Applicants:** Entities that are not school districts or local education agencies are eligible to apply. These entities include, but are not limited to, Regional Offices of Education; Intermediate Service Centers; community-based organizations, including faith-based organizations, or Indian tribes or tribal organizations (as defined in the federal Indian Self-Determination and Education Assistance Act).

Each grantee must propose to serve a population of students that is at least 90 percent low-income.

**\*There is no minimum number of students served requirement for this competition.**

The After Schools Matter Program will not be eligible due to the \$3 million appropriation provided in Public Act 102-0017.

**NOTE:** The State of Illinois Grant Accountability and Transparency Act (GATA) requires applicants to complete Pre-qualification requirements before applying for any grant. This includes completion of the Grantee Registration and Pre-qualification process through the Illinois GATA Web Portal at <https://www2.illinois.gov/sites/GATA/Grantee/Pages/default.aspx>. Grant applications must be submitted by the application deadline indicated in this NOFO/RFP. Applicants are advised to complete the Pre-qualification 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, a 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](http://www.sam.gov);
- (ii) Provide a valid DUNS number (<https://fedgov.dnb.com/webform>) 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:**

- Grant Accountability and Transparency Act (GATA), 30 ILCS 708/1 et seq. <http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=3559&ChapterID=7>
- Administrative Rules for GATA, 44 Ill. Admin. Code Part 7000 <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. The full text of the ISBE Merit-Based Review Policy can be found at [https://www.isbe.net/Documents/Merit\\_Based\\_Review\\_Policy.pdf](https://www.isbe.net/Documents/Merit_Based_Review_Policy.pdf). Applicants are advised to refer to the Merit-Based Review Policy document.

**Grant Award/Cost Sharing or Matching:** The total amount of grant funding will not exceed \$3 million. Applicants scoring over 80 will be given priority for funding. Applications scoring between 60 and 80 may be funded in whole or part, depending on whether there is sufficient funding provided by the General Assembly. There is no matching requirement for this grant. Additional funding information can be found under Funding Information on page 6.

**Grant Period:** The grant period will begin no sooner than April 7, 2022, and will extend from the execution date of the grant until August 31, 2022. Funding in the subsequent years will be contingent upon a sufficient appropriation for the program and satisfactory progress 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 Manger or mailed no later than 4 p.m. April 7, 2022. Directions for each submission method are found on the next page.

**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 Constance A. Denney 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 and one copy/an electronic copy of the proposal on a USB flash drive to Connie Denney, Illinois State Board of Education, Wellness Division, 100 N. First Street. (E-222), Springfield, IL 62777-0001 to ensure the NOFO/RFP response is in the ISBE offices no later than 4p.m. April 7, 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 1:30 p.m. March 10, 2022. Registration information is found at <https://register.gotowebinar.com/register/6827426667706008331>. Attendance is not required.

**Changes to NOFO/RFP:** ISBE will post any changes made to the NOFO/RFP prior to March 31, 2022 at <https://www.isbe.net/Pages/Request-for-Proposals.aspx>. Applicants are advised to check the site before submitting a proposal.

**Agency Contact/Contact to Request Application Package:** For more information on this NOFO/RFP, contact Connie Denney at (217) 782-5270 or [cdenney@isbe.net](mailto:cdenney@isbe.net). *All questions asked concerning this NOFO/RFP will be responded to in a Frequently Asked Questions document found at <https://www.isbe.net/Pages/After-School-Programs.aspx> so all respondents can see all questions and the responses to the questions. Changes to the FAQ will not be made after March 31, 2022. Applicants are advised to check the site before submitting a proposal.*

## General Information

### *Program Background and Description*

#### **Program Purpose:**

Communities can apply for competitive grants to develop partnerships with local governmental entities, education organizations, faith-based organizations, civic organizations, and philanthropic groups to activate initiatives. Funding is provided for collaborative approaches and to bridge support services that are sustainable for children and families to help ensure students are present, focused, and ready to learn in the classroom.

#### **Program Description:**

The purpose of the grant is to provide opportunities outside of the school day to:

- Improve academic outcomes for students; and/or
- Provide opportunities for enrichment activities in a safe and healthy environment; and/or
- Provide opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges.

Project activities for the After School Programs - Non-School Districts could include, but are not limited to, summer programming or bridge programs that might currently be focused on a smaller number of students. The idea would be to increase numbers served and/or activities. Also, there will be more planning in an effort to build relationships with schools and community-based groups.

Each grantee **must** propose to serve students from schools that identify at least 90 percent of its students as low income.

#### **Program Background/History:**

Public Act 102-0017 appropriated \$20 million in General Revenue funds 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:**

The purpose of the grant is to provide opportunities outside of the school day to:

- Improve academic outcomes for students; and/or
- Provide opportunities for enrichment activities in a safe and healthy environment; and/or
- Provide opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges.

#### **Policy Requirements:**

There are no policy requirements.

#### **Performance Measures:**

1. 100% of students are offered new or expanded programs that improves academic outcomes for students; and/or

2. 100% of students are offered opportunities for enrichment activities in a safe and healthy environment; and/or
3. 100% of students are offered opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges

Applicants will submit quarterly expenditure reports that are due 20 days following the report quarter.

Applicants must also develop a final year-end report that demonstrates the project deliverables and documents impact

**Targets:**

1. 50% of students are offered new or expanded programs that improves academic outcomes for students; and/or
2. 50% of students are offered opportunities for enrichment activities in a safe and healthy environment; and/or
3. 50% of students are offered opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges

**Performance Standards:**

1. 60% of students are offered new or expanded programs that improves academic outcomes for students; and/or
2. 60% of students are offered opportunities for enrichment activities in a safe and healthy environment; and/or
3. 60% of students are offered opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges

**Deliverables and Milestones:**

1. Develop and/or expand a collaborative program plan with a local school(s) or school district(s) that improves academic outcomes for students; and/or
2. Provide opportunities for enrichment activities in a safe and healthy environment; and/or
3. Provide opportunities to strengthen public, private, and philanthropic partnerships so that quality support services are more durable for students facing the greatest challenges

## ***Funding Information***

### **Introduction:**

Public Act 102-0017 appropriated \$20 million in General Revenue funds to provide 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. A total of \$17 of the \$20 million is for Local Education Agencies (LEAs), with \$3 million available for non-school district providers through a competitive grant process.

NOTE: Allocations and payment under this grant are subject to appropriation action by the Illinois General Assembly or, for federal programs, the U.S. Congress. Obligations of ISBE will cease immediately without further obligation should the agency fail to receive sufficient state, federal, or other funds for this program.

### **Program Specifications**

Grant funds may be used only for the following:

- 1) To improve academic outcomes for students;
  - 2) To provide opportunities for enrichment activities in a safe and healthy environment; and
  - 3) To provide opportunities to strengthen public, private, and philanthropic partnerships so that so that quality of support services is more durable for students facing the greatest challenges.
- a) Each grantee must propose to serve a population of students that is at least 90 percent low income.
  - b) No more than 5 percent of grant funds may be used for general administrative expenses.
  - c) Each grantee must prepare a written plan that identifies programmatic goals and objectives developed through analysis of the entity's needs and that describes the grantee's approach to allocating district resources and securing other external support to meet those needs in a program that can be sustained over time.

### **Cost Sharing or Matching:**

Cost sharing or matching is not required.

### **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.

#### **LEAs**

- 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 FY2019 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 in which they will have the option to:
  - o Select the 10 percent 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 portal 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 percent default rate described at 34 CFR 76.564.
- Colleges and universities will be limited to a maximum indirect cost rate of 8 percent 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 expenses include:

- Pre-award costs
- Overnight or out-of-state travel for students
- Any activity outside the goals of this grant

### *Reporting Requirements*

Periodic financial reporting should be completed at a minimum of quarterly via the IWAS system. Programmatic reporting should be completed at a minimum of semiannually via the IWAS system. Applicants must also develop a final year-end report that demonstrates the project deliverables and documents impact.



## 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 Commercial and Government Entity (CAGE) Code; and all other listed information. The Application page must be signed by the official authorized to submit proposals.

**2. Program Narrative (Attachment 2) maximum 5 pages:** Briefly describe the overall objectives and activities of the proposed project, including student, school, and community needs; the intended outcomes; and key people who will be involved in the project.

**3. Program Plan (Attachment 3):** Use the form provided to identify program goals and objectives, activities that align to these goals, a timeline, budget, and anticipated audience. Applicants are expected to provide general details regarding the anticipated process, measures, and/or data elements to be used in determining project success or the degree to which objectives have been met.

**4. State Budget Summary and Payment Schedule (Attachment 4A):** 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 an authorized official sign the form. The payment schedule should be based on the projected date of expenditures. Salaries and fringe benefits should be requested in equal intervals on the schedule. Supplies, equipment, contracted services, and professional development should be requested in the month for which the expenditure is anticipated.

**5. Budget Summary Breakdown (Attachment 4B):** The budget breakdown MUST include descriptions of the anticipated expenditures, correlated to the line items set forth on the Budget Summary Breakdown. The budget breakdown should also include subcontract information, if applicable. (See item 1 of Attachment 5, "Program-Specific Terms of the Grant.")

## Review Criteria

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.

Applicants scoring over 80 will be given priority for funding. Applications scoring between 60 and 80 may be funded in whole or part, depending on whether there is sufficient funding provided by the General Assembly. The number of programs that will be awarded will be determined by the number of applications received and the amount of funds available to award to programs. ISBE reserves the right to determine the number of slots awarded based on community needs. As a result, applicants may not be awarded for the full number of slots requested.

### **Priority Points:**

ISBE will award an additional 10 points to entities proposing to serve students in districts furthest away from adequacy, as identified by the most recent evidence-based funding data available.

### **Tiebreaker:**

In the event of a tie, the applicant with the higher number of low-income children to be identified and served as indicated in Attachment 3 will be given a priority.

### **Criteria:**

These overall criteria are built into the criteria below. The points for each criterion section as well as the individual criteria are included.

Following the notification of grant awards, an applicant may request copies of reviewer comments by contacting Connie Denney at [cdenney@isbe.net](mailto:cdenney@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.

<b>Section 1: Need (30 points)</b> <b>The applicant demonstrates a need for the proposed project, activities, and/or resources. (Attachment 2-Narrative)</b>	<b>Possible Points</b>
The proposal describes how the unique strengths and resources of the provider will contribute to the development of new or expanded programming, activities, and/or resources.	5
The proposal provides a clear description of gaps found between the current status of the program and anticipated improvements to programming, activities, and/or resources.	5
The proposal demonstrates that other sources of funding are limited to such an extent that the applicant is unable to conduct or expand efforts in the identified Goal Area(s) without funding from this grant.	5
The proposal outlines multiple sources and measures of data utilized in planning.	5
The proposal describes how the applicant engaged stakeholders in the planning and development of the proposed project.	5
The proposal clearly describes the project need as it relates to one or more of the grant goals.	5
<b>Section 2: Quality of Plan (40 points)</b> <b>There is a clearly expressed relationship between the proposed project, activity, and/or resources and the shared goals for youth within the local or regional educational community. (Attachment 2-Narrative, Attachment 3-Program Plan)</b>	<b>Possible Points</b>
The proposal describes how the project, activities, and/or resources will support improved outcomes and opportunities for youth.	5
The proposal describes how the project, activities, and/or resources relate to existing, renewed, or future goals of the local educational community.	5
The proposal describes how the applicant has worked with and supported other educational partners (schools, districts, regions, etc.) in developing programs for students.	5
The proposal contains a theory of action or theory of change pertinent to the project or activities planned.	5
The proposal provides a plan for interfacing with other systems within the school, district, or community (e.g., climate and culture, curriculum and instruction, sports and extracurricular, academic supports, community-based organizations, and enrichment).	5
The proposal contains details about how it will communicate information about activities and programming to local schools, districts, and communities and its plan to recruit student participants and meet the threshold of 90 percent of those being low-income students.	5
The proposal contains a list of activities or strategies that are informed by evidence-based practices in the relevant area of support.	5
The applicant identifies specific performance metrics against which the quality of their work can be evaluated or describes a process for development such metrics.	5

<b>Section 3: Capacity and Sustainability (30 points)</b> The applicant provides evidence of previous or concurrent experience in successful grant management. (Attachment 2- Narrative)	<b>Possible Points</b>
The applicant has engaged in prior grant-funded programming that has shown measurable impact for youth.	5
The applicant demonstrates organizational capacity to deliver intended components of the proposed project.	5
There is evidence of evaluation and program performance monitoring experience.	5
The proposal describes effective practices in governance and leadership structures.	5
The proposal demonstrates sufficient capacity in carrying out similar grant activities or programs.	5
The proposal describes effective structures and practices in organizational stability and financial management.	5