

**Nita M. Lowey 21st Century Community Learning Centers
Fiscal Year 2023 Notice of Funding Opportunity/Request for Proposals
Frequently Asked Questions**

NOFO/RFP and Eligibility Questions

Question: Can you please send me the Application Packet for the 21st Century Community Learning Centers (21st CCLC) NOFO/RFP?

Answer: All application materials for this Notice of Funding Opportunity (NOFO)/Request for Proposals (RFP) are located on the ISBE [21st CCLC webpage](#). Materials are under the Funding tab of the webpage, including the NOFO/RFP, all needed attachments to apply, guidance if applying to serve a Chicago Public Schools (CPS) school, and materials from the Technical Assistance Webinar.

Question: What do I do if I don't know my entity's RCDT code?

Answer: Applicants will need to use their Region, County, District, Type (RCDT) code when applying. Applicants may verify their RCDT code at <https://www.isbe.net/> and selecting "RCDTS Lookup" under "System Quick Links." Applicants that do not have a RCDT code may email 21stCCLC@isbe.net for information on how to establish a RCDT code.

Question: What additional information do I need to know about applying to serve a school in the Chicago Public Schools district?

Answer: Nonprofit organizations interested in pursuing a 21stCCLC grant through ISBE in partnership with a Chicago Public School have additional protocols to follow if they want to serve a CPS school. That documentation is linked on the ISBE [21st CCLC webpage](#) in the Funding tab. See the CPS [protocol](#).

Question: Where can I find additional information and resources about the 21st CCLC program in Illinois, including information provided in the Technical Assistance Webinar?

Answer: Illinois resources about the 21st CCLC program are located or linked on the ISBE [21st CCLC webpage](#). These include resources relevant to this NOFO/RFP, such as the Technical Assistance Webinar recording and slides (under Funding), links to the federal regulations and guidance and the Illinois State Plan (under Program Information), as well as additional information for current grantees.

Question: How will an applicant know if the organization is considered in Good Standing?

Answer: Page 3 of the NOFO/RFP states, "If the applicant is determined to be in Good Standing *at the time the application is submitted to ISBE* and if all other submission requirements are met, the application will be moved forward in the review process. If the applicant is not in Good Standing at the submission deadline, the applicant will be disqualified." However, throughout the grant year ISBE's point of communication about any 21st CCLC grant issues with current grantees is with the project director. Project directors are notified any time there are outstanding issues with the grant, including the areas indicated in the NOFO/RFP.

FY 2023 Request for Proposals Frequently Asked Questions

Question: A question has come up about eligible schools: Can we apply for work in schools that were part of our FY 2013 Cohort?

Answer: Per pages 2-3 in the NOFO/RFP: "Any schools proposed to be served under this NOFO/RFP must either not be receiving services under a 21st CCLC grant OR the 21st CCCLC grant providing services must expire June 30, 2022, or have an approved continuation application to extend until August 31, 2022."

Question: We have an existing before- and after-school program for our students that is run by our local park district in each of our buildings. We provide a range of activities and free play during these times. Can we apply for this grant to help defray the cost our parents pay to help offset the program costs? Does our program have to comply strictly with the 21st CCLC guidelines?

Answer: Page 8 of the NOFO/RFP indicates "The purpose of the 21st CCLC program is to provide opportunities for communities to establish or expand activities for academic enrichment, including tutorial services, to help students (particularly students who attend low-performing schools) meet the challenging state academic standards." Grantees must comply with the Deliverables and Milestones and will be measured against the Performance Measures, Targets, and Standards found on pages 9-10 of the NOFO/RFP.

Question: What is the percentage of low-income students that is required to qualify for this grant program?

Answer: Page 2 of the NOFO/RFP specifies "The law requires that 21st CCLC awards be granted only to applicants that will primarily serve students who attend schools with a high concentration of students from low-income families (defined as not less than 40 percent of the students being eligible for free or reduced-price meals)."

Question: I own a child care center; we have a 30-capacity school-age classroom that provides before/after and summer child care. We have a waiting list as we are the only center in town providing transportation and school-age child care. We are interested in the grant we saw posted. Are we eligible for this grant and can we get more information on it?

Answer: Per page 1 of the NOFO/RFP: "Public and private entities, including Local Education Agencies (LEAs) such as public school districts; public university laboratory schools approved by the Illinois State Board of Education; state-authorized charter schools; area vocational centers; Regional Offices of Education; Intermediate Service Centers; community-based organizations, including faith-based organizations; Indian tribes or tribal organizations (as such terms are defined in section of the Indian Self-Determination and Education Act); and other public and private entities or a consortium of two or more such agencies, organizations, or entities are eligible to apply."

Question: Who is applying for this grant? The schools or the organization providing service? We run after-school programs currently at several schools. Would the school have to apply or can my organization apply?

Answer: Per page 1 of the NOFO/RFP: "Public and private entities, including Local Education Agencies such as public school districts; public university laboratory schools approved by the Illinois State Board of Education; state authorized charter schools; area vocational centers; Regional Offices of Education; Intermediate Service Centers; community-based organizations, including faith-based organizations; Indian tribes or tribal organizations (as such terms are defined in section of the Indian

FY 2023 Request for Proposals Frequently Asked Questions

Self-Determination and Education Act); and other public and private entities or a consortium of two or more such agencies, organizations, or entities are eligible to apply."

Question: Can a current center apply to expand its program or do additional programming activities?

Answer: No, per page 2 of the NOFO/RFP: "An applicant cannot propose to serve any school already receiving services under a 21st CCLC grant. As such, applications that propose services to schools that are currently being served by another 21st CCLC grant will not be funded."

Question: Can a current center apply with additional districts to provide programming after school to students?

Answer: Currently funded grantees can apply and do not have to have the same partners as they do on active grants. However, they cannot propose to provide programming at a school already being served. Per page 2 of the NOFO/RFP: "An applicant cannot propose to serve any school already receiving services under a 21st CCLC grant. As such, applications that propose services to schools that are currently being served by another 21st CCLC grant will not be funded."

Question: Is there a limit on the number of applications we submit? For example, I submit one on my own and one as a consortium?

Answer: There is no limit on the number of proposals an applicant can submit, per page 2 of the NOFO/RFP: "Applicants may submit multiple proposals in response to this NOFO/RFP. Applicants are advised to review the specifications and proposal requirements. All proposals will be entered into the same competition for 21st CCLC funds. All applicants will be restricted to receiving a maximum of three funded grants in response to the proposals received for this NOFO/RFP." Proposals can be submitted independently or in a consortium.

Question: Does my organization need to have a 501(c)(3) in order to be the fiscal agent?

Answer: No, an entity does not need to have a 501(c)(3) in order to be the fiscal agent, per page 1 of the NOFO/RFP: "Public and private entities, including Local Education Agencies such as public school districts; public university laboratory schools approved by the Illinois State Board of Education; state authorized charter schools; area vocational centers; Regional Offices of Education; Intermediate Service Centers; community-based organizations, including faith-based organizations; Indian tribes or tribal organizations (as such terms are defined in section of the Indian Self-Determination and Education Act); and other public and private entities or a consortium of two or more such agencies, organizations, or entities are eligible to apply." All applicants are required to be registered in the System for Award Management (SAM) and provide a valid Dun and Bradstreet Universal Numbering System (DUNS) number. Information about DUNS and SAM requirements begins on page 3 in the NOFO/RFP.

Question: We were hopeful to apply for the 21st Century Community Learning Centers grant, but I came upon the eligibility requirement based on a school being 40 percent low income. All four of our schools in the district fall above 30 percent but below the 40 percent requirement. In reviewing the federal

FY 2023 Request for Proposals Frequently Asked Questions

definition (Section 1114), I saw there was a waiver for schools that would benefit from programs but fall below the requirement. Is that waiver available for consideration with this grant?

Answer: The waiver part 1114 is in reference to is a waiver to provide schoolwide Title I services; it is not a separate waiver for this grant. Page 2 of the 21st CCLC NOFO/RFP does state, "To this end, each applicant must propose to serve high-poverty schools or schools eligible for schoolwide programs under Section 1114 of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA) Title I Part A ..." If schools in your district have successfully been approved for the Title I waiver to provide schoolwide programs, then they would be eligible to be served by this grant. This eligibility would be verified using the "2021 Report Card Public Data Set" file located on the [ISBE website](#). The Title I Status column of this spreadsheet indicates if a school has been granted eligibility for schoolwide Title I services either through low-income percentage or via an approved Title I waiver and therefore would be eligible for the 21st CCLC grant.

Question: If we submit an amendment to extend the current FY 2013 grant year to August 31, it has to be **approved** prior to submitting the NOFO/RFP -- meaning, we can't just have submitted it in IWAS. If it has not been approved by ISBE by the time of the NOFO/RFP submission, we wouldn't be able to include those schools.

Answer: Correct, if it is planned to extend the FY 2013 grant year for summer programming, that change should be approved in IWAS by the NOFO/RFP deadline of April 25, 2022. However, per page 2 of the NOFO/RFP: "Any schools proposed to be served under this NOFO/RFP must either not be receiving services under a 21st CCLC grant OR the 21st CCCLC grant providing services must expire June 30, 2022, or have an approved continuation application to extend until August 31, 2022." Cohort 13 grant schools with programming scheduled to end June 30, 2022, are still eligible to be served under this NOFO/RFP.

Question: If we do get an amendment to extend to August 31 confirmed, are we able to have the FY 2023 NOFO/RFP start July 1? Is there a conflict if our existing FY 2013 schools have programming to August 31 but also an FY 2023 grant starting July 1?

Answer: Yes, current grantees who offer summer programming and have the extension through August 31 are still eligible to be awarded an FY 2023 grant to begin July 1. Active grantees will need to ensure that any differing funding streams are carefully tracked on their end so that funds from the existing grant dedicated to FY 2022 are only used for FY 2022 programming and activities. Activities to begin a newly awarded FY 2023 grant could begin as early as July 1, or an organization can choose to delay the start of using those funds until programming for FY 2022 ends.

Question: My middle school is 40 percent free/reduced-price lunch and my elementary is 36 percent. Is it worth my time to complete the grant application? Is this grant highly competitive?

Answer: Per page 2 of the NOFO/RFP: "To this end, each applicant must propose to serve high-poverty schools *or* schools eligible for schoolwide programs under Section 1114 of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act Title I Part A (i.e., schools in which not less than 40 percent of the children are from low-income families)." In other words, if schools in your district have met the 40 percent or greater low-income rate *OR* successfully been approved for the Title I waiver to provide schoolwide programs, then they would be eligible to be served by this grant. This eligibility would be verified using the "2021 Report Card Public Data Set" file located on the [ISBE website](#). The Title I Status column of this spreadsheet indicates if a

FY 2023 Request for Proposals Frequently Asked Questions

school has been granted eligibility for schoolwide Title I services either through low-income percentage or via an approved Title I waiver and therefore would be eligible for the 21st CCLC grant.

This grant is awarded via the [Merit-Based Review Process](#). Per page 33 of the NOFO/RFP: "All proposals will be read, reviewed, and scored by readers who have been selected for their expertise and experience with extended learning programs and grants management."

Question: If I apply, can my elementary school benefit also? We are in one physical building PreK-8th grades.

Answer: Each school to be served needs to be indicated on the application in Attachment 3. Funded grantees cannot serve students attending schools that are not included in the original application. Data on schools is verified using the Illinois Report Card; therefore, schools proposed to be served must align with the schools indicated there.

Question: If my elementary school does not qualify, can I recruit a poor poverty school district to make my application more competitive and I act as the fiscal agent in order to include my elementary school?

Answer: Each school to be served needs to be indicated on the application in Attachment 3. Funded grantees cannot serve students attending schools that are not included in the original application. Applicants can elect to partner with other entities when submitting applications, per page 1 of the NOFO/RFP: "A consortium of two or more eligible applicants may apply as co-applicants by submitting a joint proposal."

Question: When are applicants able to reapply for a school that has in the past had the 21st CCLC grant?

Answer: Schools included in an application for this NOFO/RFP cannot currently be served by a 21st CCLC grant. Per page 2 of the NOFO/RFP: "An applicant cannot propose to serve any school already receiving services under a 21st CCLC grant. As such, applications that propose services to schools that are currently being served by another 21st CCLC grant will not be funded. A list of schools currently receiving services is posted at https://www.isbe.net/Documents/schools_served.pdf." Schools who were served under a previous 21st CCLC grant that has since ended or expired are eligible to be served under this NOFO/RFP.

Question: Is it possible to apply for a five- or three-year grant cycle for a school whose grant ends on August 31, 2022?

Answer: All proposals awarded under the active NOFO/RFP will have a three-year grant cycle. Per page 4 of the NOFO/RFP: "The grant period will begin no sooner than July 1, 2022, and will extend from the execution date of the grant until June 30, 2023. Successful applicants may reapply via continuing application for up to two additional years (i.e., FYs 2024 and 2025)." Second, page 2 of the NOFO/RFP states, "Any schools proposed to be served under this NOFO/RFP must either not be receiving services under a 21st CCLC grant *OR* the 21st CCCLC grant providing services must expire June 30, 2022, or have an approved continuation application to extend until August 31, 2022." It sounds like the school is being served under a grant that will expire August 31, 2022; in that case, per the NOFO/RFP, the school would be a school eligible to be included in this proposal.

FY 2023 Request for Proposals Frequently Asked Questions

Question: With the release of the new NOFO/RFP, would this be an opportunity to look at adding new locations? Where/how would we even begin if we would like to start a 21st CCLC program in a different district?

Answer: For clarification, any sites awarded under the currently open NOFO/RFP would operate independent of any current active grants. The NOFO/RFP is not adding locations to a current grant. On that note, it would be recommended that applicants start with the "Population to be Served" information that begins on page 2 of the NOFO/RFP to explore eligible schools that may be in the area. Please note there are eligibility requirements pertaining to not only low-income rate but also schools currently being served by a 21st CCLC program. Additionally, "Program Design" elements beginning on page 11 of the NOFO/RFP discuss other important requirements, including the collaboration requirement with the LEA (school district), as applicants explore their program plan.

Question: Just to clarify, the release of the new NOFO/RFP doesn't change where we are with our current grant cycle with our Cohort 15 grant, correct? Will we just continue with the continuations until the end of the cycle?

Answer: Correct, your current grant will not be impacted by this NOFO/RFP. Cohort 15 grants will operate as they have been with continuation applications until the grant ends on June 30, 2024 (or August 31, 2024, if you have an extended program year).

Question: Is there a gap year for FY 2013?

Answer: Per page 4 of the NOFO/RFP: "The grant period will begin no sooner than July 1, 2022, and will extend from the execution date of the grant until June 30, 2023. Successful applicants may reapply via continuing application for up to two additional years (i.e., FYs 2024 and 2025)." This means any grants awarded under this competition will be eligible to use funds beginning as early as July 1, 2022.

Question: Can we apply for a school that was a replacement site for another on our original grant even though it wasn't an original site?

Answer: The eligibility requirements for sites are listed on page 2 of the NOFO/RFP. This is an entirely new competitive grant cycle and is not connected to your active grants. Therefore, applicants may propose to serve any schools they wish as long as they meet the requirement that "Any schools proposed to be served under this NOFO/RFP must either not be receiving services under a 21st CCLC grant OR the 21st CCCLC grant providing services must expire June 30, 2022, or have an approved continuation application to extend until August 31, 2022." See the [list](#) of schools being served.

Question: Can you help us understand what we need to do to ensure our eligibility to apply?

Answer: As far as eligibility for this grant, all requirements are listed in the [NOFO/RFP](#). The attachments needed to apply, a technical assistance webinar, and an FAQ document are also located with the NOFO/RFP materials.

There are DUNS number SAM requirements for applicants listed on page 3 of the NOFO/RFP. They require all applicants to "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

FY 2023 Request for Proposals Frequently Asked Questions

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. 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."

There are some Grant Accountability and Transparency Act requirements listed in the NOFO/RFP, beginning on page 3: "NOTE: The State of Illinois Grant Accountability and Transparency Act (GATA) requires 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 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 prequalification requirements well in advance of the NOFO/RFP deadline." Several other GATA requirements may need to be addressed, if awarded.

Question: We are a nonpublic school interested in applying for the 21st Century grant. What data will be used to verify our eligibility status since the same data is not collected for nonpublic schools that is for public schools?

Answer: As a nonpublic school, you are eligible to apply for 21st CCLC grant. We will verify your eligibility for the grant based on the information provided to us for your nonpublic registration and/or recognition information. Any items where data, such as low-income rate that you mentioned when we spoke, is not provided due to your status as a nonpublic school, please simply note "nonpublic" when completing the attachments for the 21st CCLC application.

Proposal Submission

Question: Are electronic signatures acceptable?

Answer: For the purpose of this NOFO/RFP, electronic signatures will be accepted. All parties must consent to the use of their signature electronically. The signatory should use a secured, authenticated system, such as Docusign, Adobe, PandaDoc, etc. If awarded, entities will have 45 days from notification of grant award to submit all required application materials with original signatures to ISBE or risk forfeiture of award.

Question: Where can I find the forms required to be submitted with the application, including the Uniform Application for State Grant Assistance and the Public and Private School Consultation forms?

Answer: Forms required to be submitted with the application are posted on the ISBE [21st CCLC webpage](#) as part of the "FY 2023 21st CCLC RFP Attachments" PDF. The FY 2023 RFP Attachments are located directly under the link to the FY 2023 NOFO/RFP document in the Funding tab of the webpage. Additionally, a checklist of all required components to be submitted is located in the NOFO/RFP beginning on page 36.

Question: What GATA requirements do I need to complete before submitting an application?

Answer: Information about this part of the process is located on pages 3 and 4 in the NOFO/RFP. First of all, prior to submitting an application, applicants need to complete Grantee Registration, Grantee Prequalification, and a Fiscal and Administrative Risk Assessment. All of those items are completed via the [GATA web portal](#). An applicant that is funded also will need to complete a Programmatic Risk Assessment, which is located in the IWAS system.

FY 2023 Request for Proposals Frequently Asked Questions

Question: How would applicants know if schools were previously funded? Is there a record somewhere that houses the past history of programs that have been funded?

Answer: Previously funded 21st CCLC-funded schools are included in a [document](#) posted on the ISBE 21st CCLC website. In terms of the NOFO/RFP, previously funded applicants are considered "Applicants that have previously (since 2012) received 21st CCLC funding."

Question: Does the narrative portion of the application attachments need to be single or double spaced?

Answer: The applicant may choose to single or double space their narrative responses. Applicants need to ensure responses do not exceed specified page limits provided for each narrative section. Page 30 of the NOFO/RFP states, "Respond to each prompt in the space provided on each attachment, ensuring your responses do not exceed the page limit specified, where applicable. Portions of responses that exceed the page limit will not be read or considered."

Question: Can you please provide a sample of a Good Standing application?

Answer: Per page 3 of the NOFO/RFP: "Good Standing refers to the status of a *current* grantee's completion of program reporting requirements." The list of items that will be evaluated for current grantees submitting proposals is detailed on page 3 of the NOFO/RFP. Page 3 further states, "If the applicant is determined to be in Good Standing *at the time the application is submitted to ISBE* and if all other submission requirements are met, the application will be moved forward in the review process. If the applicant is not in Good Standing at the submission deadline, the applicant will be disqualified." Throughout the grant year, ISBE's point of communication about any 21st CCLC grant issues with current grantees is with the project director. Project directors are notified any time there are outstanding issues with the grant, including the areas indicated in the NOFO/RFP. Submission requirements begin on page 27 of the NOFO/RFP.

Question: How are we to post public notice of our intent to apply for 45 days? The application is due in fewer than 45 days.

Answer: Per page 19 of the NOFO/RFP: "Notification to the community can be made concurrent with proposal submission." In other words, it is permissible for the notice to overlap with the application process. We do recommend that is posted as soon as possible and ensure that it remains posted for the required length of time. Documentation of the posting should be retained because, if funded, that information may be requested by ISBE.

Question: Does one application allow an entity to apply for four different schools or will only three schools be awarded funds?

Answer: One application refers to a proposal totaling between \$50,000 and \$600,000. The number of schools proposed per application is up to the applicant with the caveat, per page 4 of the NOFO/RFP: "Annual grant awards will be a minimum of \$50,000 and a maximum of \$600,000, with individual awards not exceeding \$150,000 per site (i.e., the physical location where grant-funded services and activities are provided to participating students and adults)." This means one application can propose to serve a maximum of four to 12 sites depending on the amount budgeted per site.

FY 2023 Request for Proposals Frequently Asked Questions

Question: Does the language on page 2 of the NOFO/RFP mean an entity can apply for multiple schools in multiple applications but only three applications will be scored? Example, could one entity submit four applications with four schools on each but only the top three scoring applications will be considered?

Answer: The language you referenced on page 2 of the NOFO/RFP refers to the idea that an applicant could submit any number of applications with multiple different schools on each application and all applications will be scored (assuming other required criteria for scoring are met). However, even if all applications meet the criteria to potentially be funded, only three applications from any entity will be funded. In other words, no matter how many applications are submitted, no applicant can have more than three proposals funded from this competition.

Question: If our entity submits multiple proposals, each with a mixture of LEAs, how does this work for the sheets where we need the LEA signature? We are assuming we'll need a copy of each attachment requiring such representing each LEA.

Answer: Yes, it is possible you may need to submit multiple copies of some of the attachments if you're serving multiple school districts. There is a collaboration requirement with each LEA. Page 10 of the NOFO/RFP states, "Each non-LEA applicant must actively collaborate with the LEAs and school(s) from which participating students attend to develop and implement the proposed program. Evidence of the collaboration must be illustrated by documentation that includes references to shared vision-building, planned results or outcomes, mutually identified goals, intervention strategies, and activities. The terms of the partnership must be established in a written agreement or a memorandum of understanding (MOU) that clearly articulates how each partner will contribute to the project." However, there is a difference between required collaboration with LEAs and applying with a co-applicant. Joint application information is on pages 1-2 in the NOFO/RFP and discusses the requirements of co-applicants. Some attachments may require the co-applicant signature while other documentation is required from all LEAs.

Question: Also, do you know which charter schools need CPS approval? We have confirmed partnerships with several charter schools — just wondering if we should submit the info to CPS per its protocol.

Answer: Your second question is a question for CPS personnel; their process is their own and is not managed by ISBE. Per the CPS protocol, "The District will sign off on an application that names Charter schools, but will not provide or sign an MOU." There is also contact information within that document if you have questions about the process or which schools may need to be submitted.

Question: Our entity is planning to apply with a local university as a co-applicant. Can the co-applicant provide the program evaluation? I want to make sure is OK to have the program evaluator also as co-applicant.

Answer: This scenario is not explicitly outlined in the NOFO/RFP, but there is a reference to the requirements of an evaluator that pertains to this situation. Page 18 of the NOFO/RFP states, "Grantees are encouraged to select an external evaluator, but at a minimum, the evaluator must be an individual who is not affiliated with the 21st CCLC program." Given the role and responsibilities of the co-applicant discussed on page 1 of the NOFO/RFP, "The co-applicant is equally responsible for the implementation of the grant and will sign off on all certifications and assurances" having the

FY 2023 Request for Proposals Frequently Asked Questions

external evaluator as a co-applicant may not be honoring the idea that they are not affiliated with the program.

Question: Do we need to create a separate application for each school we intend to serve?

Answer: No, one application refers to a proposal totaling between \$50,000 and \$600,000. The number of schools proposed per application is up to the applicant with the caveat (page 4 of the NOFO/RFP): "Annual grant awards will be a minimum of \$50,000 and a maximum of \$600,000, with individual awards not exceeding \$150,000 per site (i.e., the physical location where grant-funded services and activities are provided to participating students and adults)." This means one application can propose to serve a maximum of four to 12 sites depending on the amount budgeted per site.

Question: We hope to serve a charter school with this funding should it be awarded. Would it have to get an MOU from either ISBE or its LEA?

Answer: ISBE does not provide MOUs; the MOU would need to be obtained from the LEA. Page 1 of the NOFO/RFP indicates, "Charter schools authorized by LEAs are not eligible to apply independently from their authorizing LEAs." The NOFO/RFP does state on page 1 that "A charter school that is a 501(c)(3) may apply with a Regional Office of Education or Intermediate Service Center that is recognized as an LEA." Please note: If the charter school you intend to serve is connected to Chicago Public Schools, they have additional protocol that they require that is linked on the ISBE 21st CCLC webpage under the NOFO/RFP materials. CPS protocol indicates on page 1, "The District will sign off on an application that names Charter schools, but will not provide or sign an MOU." In the case of a CPS-authorized school, CPS would have to sign off but the MOU submitted would be from the charter organization. You will need to coordinate with the school you intend to serve to determine what LEA it is associated with in order to discern who needs to provide the MOU.

Question: Are multiple MOU forms allowed for Attachment A if a joint application includes the fiscal agent, multiple school districts and school sites and a community agency? Should they all be included on one MOU document, or should a separate MOU be designed for each district?

Answer: Multiple MOUs are allowed for Attachment A. It is up to the applicant and their co-applicant(s) if it makes the most sense to have one MOU or separate MOUs. As page 12 of the NOFO/RFP states, "The terms of the partnership must be established in a written agreement or an MOU that clearly articulates how each partner will contribute to the project. For example, collaboration may include shared space, in-kind services, janitorial services, and security for the school. LEA applicants must share appropriate information and data, including grades, test scores, content-area standards, and curriculum, with those non-LEA applicants involved in the program at no cost as part of the partnership." Applicants should consider if those items are the same for multiple partners or co-applicants or if separate MOUs should be drafted to address those collaboration items.

Question: Are multiple Attachment 2 forms (Joint Application Agreement) allowed if the joint application has multiple school districts and a community agency as co-applicants?

Answer: Yes, duplication of Attachment 2 is permitted, as needed. The attachment states, "The terms of the partnership must be established in a written agreement or an MOU that clearly articulates how each partner will contribute to the project. For example, collaboration may include

FY 2023 Request for Proposals Frequently Asked Questions

shared space, in-kind services, janitorial services, and security for the school. LEA applicants must share appropriate information and data, including grades, test scores, content-area standards, and curriculum, with those non-LEA applicants involved in the program at no cost as part of the partnership." It would be important that Attachment 2 is signed by all co-applicants on the proposal.

Question: We will be moving forward with proposing a program at a charter high school. We are wondering, what are the boundaries for equitable participation of nonpublic schools' outreach? The charter accepts students from across a metropolitan area; however, the overwhelming majority are from their local neighborhood. Would you be able to clarify this for us? We want to make sure we adhere to the requirements of the application.

Answer: Generally, when considering which nonpublic schools to consult, it is suggested that applicants consult with the school to be served. The nonpublic schools should be within a reasonable distance of the site to be served. For example, though a charter school takes in students from all over the city, it may not be reasonable to expect a nonpublic student to travel across the city for after-school programming depending on the size of that city. That truly is a good discussion to have with school leadership; many schools are aware of the nearest nonpublic schools.

Keep in mind that on the nonpublic consultation form, the directions at the top indicate, "Applications proposing to serve public schools need to consult with nonpublic schools within the catchment area of each site that aligns with the grades proposed to be served under the application. One form should be submitted for each site being served under the proposal." This means, if you're proposing to serve two schools, you'll need at least two consultations and corresponding forms. Additionally, in the example of the high school you'll need to ensure you're consulting a nonpublic school that serves the same grades.

Question: Can you direct me where to submit the grant?

Answer: Full submission requirements for this grant are located on page 5 of the NOFO/RFP, "Completed proposals submitted electronically should be scanned into one PDF with all supporting documents and required signatures. File name should include the name of the applying entity. The ISBE Attachment Manager is found at <https://sec1.isbe.net/attachmgr/default.aspx>. Choose "21st CCLC RFP" from the drop-down menu in Receiver Information. Submit the application using the button at the bottom of the page."

Question: On Attachment 2A letter F, in the table asking about Tier 1 or Tier 2 schools -- when I type in the district and tier level, the font is bigger than the line. I cannot change the font size as they seem to be set by the document. I don't have this problem anywhere else. Is it OK to handwrite these in as well?

Answer: Yes, handwriting here would be acceptable.

Question: Can you point us in the right direction so we review the requirements for the gap analysis as part of the grant submission?

Answer: The needs assessment is discussed in the NOFO/RFP beginning on page 11. In the description of the needs assessment, the NOFO/RFP does address the gap analysis by stating, "A gap analysis must be conducted on the data collected, including an identification of the strengths and weaknesses of the youth developmental needs, parent and family engagement needs, and available community services."

FY 2023 Request for Proposals Frequently Asked Questions

Question: When will we have access to the grant application in IWAS?

Answer: This grant competition is not being run through IWAS. Submission requirements for this NOFO/RFP begin on page 5 and state, "Proposals can be submitted electronically through the ISBE Attachment Manager, mailed, or hand-delivered no later than 4 p.m. April 25, 2022." Directions for each submission method are located on page 5 in the NOFO/RFP.

Entities that are awarded through the merit-based review process will be asked to transfer application materials into IWAS as part of finalizing the grant. Per page 5 of the NOFO/RFP: "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. Awarded entities will have 45 days from notification of grant award to submit all required application materials to ISBE or risk forfeiture of award."

Question: I have one of the schools that is partnering with another school district and a church. The church will be providing "school space" for after-hours students as well as the two schools. They will sign an MOU and a letter, but do I list them on the Partner sheet? They don't have an RCDT code; what do I do here?

Answer: It sounds like church would be considered a partner in this case. Please note: A partner is different than a co-applicant. Per page 1 of the NOFO/RFP: "The co-applicant is equally responsible for the implementation of the grant and will sign off on all certifications and assurances." Though both co-applicants and partners should sign an MOU, co-applicants have more responsibility for the grant and are partnered with the applicant for the life of the grant. A partner can simply be a public or private entity providing supports to programming in some format and can change from year to year, if needed. Partners are not required to have RCDT codes.

Additionally, please note that the amount of funding requested should be based on number of students served per site, the key being that the site is the physical location where services are provided to students and families. Per page 4 of the NOFO/RFP: "Annual grant awards will be a minimum of \$50,000 and a maximum of \$600,000, with individual awards not exceeding \$150,000 per site (i.e., the physical location where grant-funded services and activities are provided to participating students and adults)." Funding tiers per site are located on page 4 of the NOFO/RFP.

Grant Competition Priority

Question: We do not have a co-applicant; it is just our district. Our district falls under three of the priority point criteria, but since it says "and" a joint applicant, are we ineligible?

Answer: Priority point eligibility would require you to have a co-applicant of "at least one public or private community organization." (See page 10 of the NOFO/RFP.)

Question: Can you provide clarification on when priority points are assigned?

Answer: The priority point information for this year begins on page 10 in the NOFO/RFP. Per the NOFO/RFP: "Proposals that receive a base score of 60 points or higher (out of 100 total points), as explained in the Application Review and Selection Process section on page 34, will be eligible for up to 30 competitive priority points." In other words, first the application must be scored and receive more than 60 points, then the priority points will be added, if eligible. Information about the review criteria that will be used to evaluate all NOFOs/RFPs begins on page 33 of the NOFO/RFP.

FY 2023 Request for Proposals Frequently Asked Questions

Question: In order to earn priority points for an application that includes multiple school sites as partners, do all school sites have to be eligible for priority points -- or at least one? For example, an ROE applies in partnership with three school sites, two of three school sites are designated rural. Does the application earn the 10 priority points for rural schools?

Answer: At least one school site on the application has to qualify for a priority area in order for the application to be eligible for those priority points. Please also note, per page 10 of the NOFO/RFP: "In order to be eligible for any priority points, proposals must be submitted as a joint application between at least one LEA receiving funds under Title I Part A **and** at least one public or private community organization."

Question: In looking at the new 21st CCLC NOFO/RFP that's been released, it states that priority points are given for schools designated as comprehensive or targeted in the 2020-21 Illinois Report Card. However, on the ISBE school report cards pages for individual schools, it states that school designations for 2020-21 have not been calculated because the requirement to issue a summative designation was waived. How should applicants proceed as regards these priority points?

Answer: On Attachment 2A, page 1 at the bottom, a note is provided where summative designations need to be provided. Applicants will currently use the 2020 designation to determine the summative designation of the schools they are proposing to serve. There is a dropdown on the Illinois Report Card summative designation page where applicants are able to toggle the year to 2020.

Budget

Question: Can funds be used for student activities during school day hours?

Answer: Per page 11 of the NOFO/RFP: "ESSA specifically indicates services are to be provided outside the regular school day or during periods when school is not in session, but activities targeting adult family members and prekindergarten children or ELT [Expanded Learning Time] services may take place during regular school hours, as these times may be the most suitable for serving these populations."

Question: Will student incentives be considered?

Answer: Incentives can be utilized to encourage recruitment and retention of participants. Page 24 of the NOFO/RFP also indicates that "Incentives of cash, clothing, gas cards, gift cards, movie passes, or other incentives that are not reasonable in proportion to the amount of funding" are a non-allowable use of funds.

Question: On the Federal Budget Summary page, the total column does not automatically add and it does not allow me to put in a number. It just shows 0 and does not allow me to change. Throughout the sheets, I can make changes to only areas that are blue, but in this case the area with the 0 is white. Should I just print, white out the 0, and insert the correct calculations? Or do you know a trick to get it to work?

Answer: Yes, handwriting the total there would be acceptable.

FY 2023 Request for Proposals Frequently Asked Questions

Programming

Question: What is the minimum number of children that must be served per site?

Answer: There is no required minimum. However, it is recommended that applicants take into consideration the age of the students, the grade of the students, and your community, and what other services are already being provided. Additionally, page 4 of the NOFO/RFP specified that "Applicants are eligible to apply for funding based on the amount needed to operate the proposed program AND the minimum number of 21st CCLC participants they are proposing to serve for at least 45 hours or more during the program year." Funding tiers listed with per site allocation requests are located on page 4 of the NOFO/RFP.

Question: If we offer a GED program for parents of participants, will those hours count toward the 12-hour/week requirement? Will adult programming count toward our 12 hours per week minimum if it is during school day hours, or only Out of School Time hours?

Answer: Page 15 of the NOFO/RFP refers to minimum student programming that is required to be provided: "21st CCLC programs funded under this NOFO/RFP, however, must operate a minimum of 12 hours a week for a minimum of 28 weeks per year." Parent and family services are counted separately from student programming requirements. Per page 16 of the NOFO/RFP: "Services for family members may be provided during the school day, if this is the most appropriate time to do so. The total hours and days of family services, however, must not exceed the hours and days of the student activities, which is three hours a day, four days a week."

Grant Accountability and Transparency Act

Question: It states you must have Grantee Registration and prequalification. Where do I go to register? I emailed a letter of intent, but am not sure what I need to do to register and prequalify?

Answer: The website to register and prequalify is located on page 3 of the NOFO/RFP. It states, "NOTE: The State of Illinois Grant Accountability and Transparency Act (GATA) requires 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 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 prequalification requirements well in advance of the NOFO/RFP deadline. "

Question: My superintendent has logged into the GATA web portal. Under the ICQ portion, we have it complete for the FY 2022, but it is not up yet for him to complete for FY 2023. He said he contacted them and they said it should be up soon, but it is not available yet. I am concerned about meeting the April 25 deadline if it is not up yet.

Answer: This item does not need to be completed in advance of submitting an application, per page 3 of the NOFO/RFP: "Successful grant applicants will be required to complete an FY 2023 Fiscal and Administrative Risk Assessment in the form of an Internal Controls Questionnaire (ICQ) available through the GATA Web Portal, an FY 2023 Organizational Risk Assessment through the ISBE Web Application Security System, and the FY 2023 Programmatic Risk Assessment ..." This means these requirements can be completed if the application has been selected to receive the grant award.

FY 2023 Request for Proposals Frequently Asked Questions

Question: The Programmatic Risk Assessment through IWAS -- is that the School Maintenance Project Grant GATA Risk Assessment under Active Grants?

Answer: The Programmatic Risk Assessment is found within the IWAS application that will be available if the application is selected to receive the grant award. This again falls under the "successful grant applicants" portion, meaning if selected to receive the award.