



Illinois State Board of Education

Dr. Tony Sanders, State Superintendent of Education
Dr. Steven Isoye, Chair of the Board

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August 31, 2023

TO: Eligible Applicants

FROM: Dr. Tony Sanders 
State Superintendent of Education

SUBJECT: **NOTICE OF FUNDING OPPORTUNITY (NOFO) / REQUEST FOR PROPOSALS (RFP):**
Fiscal Year 2024 After School Programs – Non-School Districts

CSFA Number: 586-84-2069
CSFA Title: State Programs: After School Programs – Non-School Districts

Program Overview

Eligibility and Application Information

Eligible Applicants: Entities that are not school districts or Local Education Agencies (LEAs) are eligible to apply. These entities include, but are not limited to, Regional Offices of Education (ROEs); Intermediate Service Centers (ISCs); 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 School Matters Program in Chicago will not be eligible due to a \$5 million appropriation provided in Public Act 103-0006.

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](#). 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 2024 Fiscal and Administrative Risk Assessment in the form of an Internal Controls Questionnaire (ICQ) available through the GATA Web Portal, an FY 2024 Organizational Risk Assessment through the ISBE Web Application Security (IWAS) system, and the FY 2024 Programmatic Risk Assessment that is found within the electronic Grant Management System budget. Grant awards will not be executed until the FY 2024 ICQ, Organizational Risk Assessment, and Programmatic Risk Assessment are completed.

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;
- (ii) Continue to maintain an active SAM registration with current information at all times during which it has an active 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 state award to an applicant until the applicant has complied with all applicable SAM requirements.

[Code of Federal Regulations / Title 2 - Grants and Agreements / Vol. 1 / 2014-01-01192](#)

This grant is subject to the provisions of:

- [Grant Accountability and Transparency Act \(GATA\), 30 ILCS 708/1 et seq.](#)
- [Administrative Rules for GATA, 44 Ill. Admin. Code Part 7000](#)

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 grant funding will not exceed \$8 million. The maximum amount an eligible grantee can receive is \$500,000. There is no matching requirement for this grant. Additional Funding Information can be found on page 5.

Grant Period: The grant period will begin no sooner than September 29, 2023, and will extend from the execution date of the grant until August 31, 2024. 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 or emailed no later than 4 p.m. September 29, 2023. Directions for each submission method are found below.

Electronic Submission: Completed proposals sent electronically should be scanned into PDF with all supporting documents and required signatures and submitted via the [ISBE Attachment Manager](#). Choose Constance A. Denney from the dropdown menu in Receiver Information. Submit the application using the button at the bottom of the page.

Email: The proposal may be emailed to cdenney@isbe.net.

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 1:00 p.m. on September 7, 2023. Registration information is found at <https://register.gotowebinar.com/register/2677014379032516694>. Attendance is not required.

Changes to NOFO/RFP: ISBE will post any changes made to the NOFO/RFP prior September 22, 2023, on the ISBE [Funding Opportunities webpage](#). 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. *All questions asked concerning this NOFO/RFP will be responded to in a Frequently Asked Questions document so all respondents can see all questions and the responses*

to the questions. Changes to the FAQ will not be made after September 22, 2023. 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 a population of students that is at least 90 percent low-income.

The purposes of this program are aligned to [23 IAC 268](#).

Program Background/History:

Public Act 103-0006 appropriated \$25 million from the General Revenue Fund 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.

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:

Public Act 103-0006 appropriated \$25 million from the General Revenue Fund 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 million of the \$25 million is for LEAs, with \$8 million available for non-school district providers through a competitive grant process.

Performance Measures:

1. One hundred percent of students are offered new or expanded programs that improve academic outcomes for students; and/or

2. One hundred percent of students are offered opportunities for enrichment activities in a safe and healthy environment; and/or
3. One hundred percent 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. Fifty percent of students are offered new or expanded programs that improve academic outcomes for students; and/or
2. Fifty percent of students are offered opportunities for enrichment activities in a safe and healthy environment; and/or
3. Fifty percent 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. Sixty percent of students are offered new or expanded programs that improve academic outcomes for students; and/or
2. Sixty percent of students are offered opportunities for enrichment activities in a safe and healthy environment; and/or
3. Sixty percent 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:

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

Deliverable 2: Submission of quarterly measurements via a Microsoft form.

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

Funding Information

Introduction:

Public Act 103-0006 appropriated \$25 million from the General Revenue Fund 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 million of the \$25 million is for LEAs, with \$8 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 the State Board of Education will cease immediately without further obligation should the agency fail to receive sufficient state, federal, or other funds for this program.

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 annually on the [ISBE Indirect Cost Rate Plan webpage](#). 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, ROEs, ISCs, 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 de minimis 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](#).

- 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:

This program uses an unrestricted indirect cost rate.

According to Program Specifications as listed in 268.130:

- a) 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 quality of support services are more durable for students facing the greatest challenges.
- b) Each grantee must propose to serve a population of students that is at least 90 percent low-income.
- c) No more than 5 percent of grant funds may be used for general administrative expenses.
- d) 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.

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. Additional reporting requirements are listed beginning on the next page.

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, 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 five 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 must provide general details regarding the anticipated process, measures, 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 must have an authorized official sign the form. The payment schedule must be based on the projected date of expenditures. Salaries and fringe benefits must be requested in equal intervals on the schedule. Supplies, equipment, contracted services, and professional development must be requested in the month for which the expenditure is anticipated.
- 5. **Budget Summary Breakdown (Attachment 4B):** The Budget Summary Breakdown **MUST** include descriptions of the anticipated expenditures, correlated to the line items set forth on the State Budget Summary and Payment Schedule. The Budget Summary Breakdown also should include subcontract information, if applicable.

Review Criteria

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 demonstrates that 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.

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.

Evaluation Criteria

These overall criteria are built into the rubric below. The attachment number in the parentheses 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 criterion 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](mailto:cdenney@isbe.net) at 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. |

| <p>Section 1 (Need): The applicant demonstrates a need for the proposed project, activities, and/or resources. (Attachment 2 -- Program Narrative) 30 points</p> | <p>Possible Points</p> |
|--|-------------------------------|
| <p>A needs assessment has been conducted and summarized within the proposal.</p> | <p>5</p> |
| <p>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.</p> | <p>5</p> |
| <p>The proposal demonstrates that other sources of funding are limited to such an extent that the applicant is unable to conduct or expand programming without funding from this grant.</p> | <p>5</p> |
| <p>The proposal outlines multiple sources and measures of data utilized in planning.</p> | <p>5</p> |
| <p>Identification of stakeholders, facts, and evidence that demonstrates that the proposal supports the grant program purpose.</p> | <p>5</p> |
| <p>The proposal clearly describes the project need as it relates to one or more of the grant goals.</p> | <p>5</p> |
| <p>Section 2 (Quality of the Plan): There is a clearly expressed relationship between the proposed project, activities, and/or resources and the shared goals for youth within the local or regional educational community. (Attachment 2 -- Narrative, Attachment 3 -- Program Plan) 40 points</p> | <p>Possible Points</p> |
| <p>The proposal describes how the project, activities, and/or resources will support improved outcomes and opportunities for youth.</p> | <p>5</p> |
| <p>The proposal demonstrates quantifiable goals for the eligible entity.</p> | <p>5</p> |
| <p>The proposal describes how the applicant has worked with and supported other educational partners (schools, districts, regions, etc.) in developing programs for students.</p> | <p>5</p> |
| <p>The proposal acknowledges the central role of qualified staff who will oversee the program.</p> | <p>5</p> |
| <p>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).</p> | <p>5</p> |
| <p>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.</p> | <p>5</p> |
| <p>The proposal demonstrates that the program to be implemented is based on sound research and can be reasonably accomplished based on projected timelines, resources, staff and facilities.</p> | <p>5</p> |
| <p>The applicant identifies specific performance metrics against which the quality of their work can be evaluated or describes a process for development such metrics.</p> | <p>5</p> |

| Section 3 (Capacity and Sustainability): The applicant provides evidence of previous or concurrent experience in successful grant management. (Attachment 2 -- Narrative) 30 points | Possible Points |
|---|-----------------|
| The proposal is cost effective. The proposed budget is reasonable based on the scope of the planning work to be conducted and the number of individuals to be involved. | 5 |
| The applicant demonstrates organizational capacity to deliver intended components of the proposed project. | 5 |
| The proposal is sustainable as it identifies a plan for allocating resources as well as securing additional resources from local organizations, businesses, and governmental agencies that will be useful to the grantee in sustaining an after-school program. | 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 |