



Illinois State Board of Education


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Darren Reisberg
Chairman

Dr. Carmen I. Ayala
State Superintendent of Education

September 30, 2019

TO: Eligible Applicants

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

SUBJECT: **NOTICE OF FUNDING OPPORTUNITY (NOFO) / REQUEST FOR PROPOSALS (RFP):**
Fiscal Year 2020 Title V State Sexual Risk Avoidance Education

CSFA Number: 586-60-1571
CSFA Title: Title V State Sexual Risk Avoidance Education

CFDA Number: 93.235
CFDA Title: Sexual Risk Avoidance Grant

Eligibility and Application Information

Eligible Applicants: Institutions of higher education, Regional Offices of Education, not-for-profit organizations, and for-profit agencies are eligible to apply.

NOTE: The State of Illinois Grant Accountability and Transparency Act (GATA) requires applicants to complete pre-qualification requirements before applying for an FY 2020 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.

Grant applicants are required to complete an FY 2020 Fiscal and Administrative Risk Assessment in the form of an Internal Controls Questionnaire (ICQ) available through the GATA Web Portal and an FY 2020 Programmatic Risk Assessment through the ISBE Web Application Security (IWAS) system. Grant awards will not be executed until the FY 2020 ICQ and Programmatic Risk Assessments 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 <https://www.sam.gov/SAM/>;
- (ii) Provide a valid DUNS number in its application <https://fedgov.dnb.com/webform>; 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. 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 <ftp://www.ilga.gov/JCAR/AdminCode/044/04407000sections.html>

Merit-Based Review and Selection Process for Competitive Grants: The Illinois State Board of Education (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. Applicants are advised to refer to the policy document.

Grant Award/Cost Sharing or Matching: Funds in the amount of \$1.8 million will be granted to a successful applicant. This third party may then sub-contract throughout the state to deliver services to a variety of communities meeting program criteria. No matching or cost sharing is required. Additional funding information can be found under Funding Information on page 9.

Grant Period: The grant period will begin no sooner than November 15, 2019 and will extend from the execution date of the grant until August 31, 2020. Funding in the subsequent years will be contingent upon a sufficient appropriation for the program and satisfactory progress in the preceding grant period.

Submission Dates and Times/Other Submission Requirements: Proposals can be submitted electronically through the ISBE Attachment Manger, mailed, or hand-delivered no later than 3 p.m. on November 14, 2019. Directions for each submission method are found below.

Electronic Submission: Completed proposals submitted electronically should be scanned into PDF with all supporting documents and required signatures. The ISBE Attachment Manager is found at <https://sec1.isbe.net/attachmgr/default.aspx>. Choose Adenike Sosina 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 three copies to ensure the NOFO/RFP response is in the ISBE offices no later than 3 p.m. on November 14, 2019. 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 locations:

Springfield Office
Reception Area
1st Floor
100 North First Street

Chicago Office
Reception Area
Suite 14-300
100 West Randolph Street

Late proposals will not be accepted

Grant Award Notice: It is anticipated that successful applicants will receive a Notice of Award from the State Superintendent 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 recorded at 2 p.m. on October 16, 2019. Registration is not required. The link can be found at <https://www.isbe.net/Pages/School-Health-Issues.aspx> under Sexual Health Education.

Changes to NOFO/RFP: ISBE will post any changes made to the NOFO/RFP prior to November 7, 2019, 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 Adenike Sosina at (217) 782-5270 or asosina@isbe.net. All questions that are received concerning this NOFO/RFP will be responded to in a Frequently Asked Questions document found at <https://www.isbe.net/Pages/School-Health-Issues.aspx> under Sexual Health Education so that all questions and responses are available to all respondents. Changes to the FAQ will not be made after November 7, 2019. Applicants are advised to check the site before submitting a proposal.

Program Description

Program Purpose:

The U.S Department of Health and Human Services provides federal funds to states through the administration of the Title V State Sexual Risk Avoidance Education Grant Program for the purpose of developing tools and resources to teach youth participants to voluntarily refrain from non-marital sexual activity.

Program Description:

The Sexual Risk Avoidance Education (SRAE) Program in Illinois is designed to provide youth with skills that help them develop personal responsibility, self-regulation, and goal-setting; make healthy decisions; and focus on the future as a means of promoting abstinence from sexual activity. SRAE Programs also teach the benefits associated with success sequencing for poverty prevention; healthy relationships; and resisting sexual coercion, dating violence, and other youth risk behaviors, such as underage drinking or illicit drug use, without normalizing teen sexual activity.

Programs may be implemented in after-school settings, school classroom settings, or communities. Applicants are also encouraged to incorporate direct services to youth through SRAE Programs that provide further connectedness to the school or community, as well as offering parent education.

Federal Description:

The SRAE Program is authorized and funded by Section 510 of the Social Security Act (42 U.S.C. § 710), as amended by Section 50502 of the Bipartisan Budget Act of 2018 (Pub. L. No.115-123), and as further amended by Section 701 of Division S of the Consolidated Appropriations Act, 2018 (Pub. L. No. 115-141).

Program Background/History:

ISBE operates under the vision that Illinois is a state of whole, healthy children nested in whole, healthy systems supporting communities wherein all people are socially and economically secure. Our agency utilizes the Whole School, Whole Community, and Whole Child model, a collaborative effort involving the Association for Supervision and Curriculum Development and the Centers for Disease Control and Prevention, as a prominent part of educating youth in Illinois. ISBE has experienced success with previous grant work related to sexual health services supported by federal grants. This has helped establish, expand, and improve school-based health services in more than 10 school districts over the past five years. In addition to those districts, more than 17,000 students in Illinois received instruction, support, and increased awareness of positive youth development strategies related to abstinence education since September 2017 through the previous Title V Abstinence Education Grant initiative with coordinative efforts of a single grantee.

ISBE Board Goal(s):

This program aligns with the following Board goals:

Every child in each public school system in the State of Illinois deserves to attend a system wherein:

- Every school offers a safe and healthy learning environment for all students

Program Objectives:

The successful project management applicant will facilitate the recruitment, coordination, engagement, and partnership with up to 15 sub-awardees. The applicant shall use funds to meet the following objectives:

- Reach intended target populations that hold the greatest risk and vulnerability.
- Provide programming that normalizes the optimal health behavior of avoiding non-marital sexual activity and other risky behaviors.
- Demonstrate the ability to utilize effective strategies to educate youth on how to navigate risks that could lead to teen pregnancy.
- Link program participants to services with local community partners and other agencies that support the health, safety, and well-being of program participants.
- Provide information in a manner that prevents negative, unintended consequences, such as trauma or ostracism, for youth who have engaged in consensual and/or non-consensual sex.

- Target youth ages 10-19.
- Increase the proportion of youth who:
 - Identify benefits of resisting sex outside of a committed relationship, as in marriage.
 - Identify as having skills to resist pressure to have sex.
 - Have skills to set goals with a plan for the future.
 - Report desire to delay engagement in sexual activity.
 - Report increased awareness of effective relationship strategies.
 - Identify increased skill set to resolve conflict.
 - Identify increased understanding of components of success planning's role in avoiding poverty.

Policy Requirements:

Applicants are held to the following program requirements:

- Adherence to state and federal laws
Successful programs will be designed to provide messages to youth that normalizes optimal health behavior of avoiding non-marital sexual activity. Sexual Risk Avoidance Education provides education aligned with Section 510(b) of the Social Security Act (42 U.S.C. 710(b)). The grant goals and activities will not contradict state law (Public Act 098-0441) regarding the inclusion of abstinence, abstinence until marriage, and contraception for the prevention of pregnancy and sexually transmitted diseases among youth and shall stress that abstinence is the ensured method of avoiding unintended pregnancy, sexually transmitted diseases, and HIV/AIDS.

Applicants may not use federal funds under this award to support inherently religious activities, including, but not limited to, religious instruction, worship, prayer, or proselytizing (45 CRF Part 87) (https://www.acf.hhs.gov/sites/default/files/assets/general_terms_and_conditions_mandatory.pdf).

- Medically accurate materials
Applicants will only provide information that is medically accurate and complete. This means that it is verified or supported by the weight of research conducted in compliance with accepted scientific methods and published in peer-reviewed journals, if applicable, or comprising information recognized as accurate, objective, and complete.
- Culturally and age-appropriate approach
Material should be suitable to age groups based on the developing cognitive, emotional, and behavioral capacity typical of that age or age group.
- Sensitive and inclusive
Applicants will assure that all youth-serving staff implementing programming are sensitive to the needs of youth and the demographic they serve. Programs and curricula utilized must be inclusive to participants of all races, ethnicities, and classes, and LGBTQ students. Grantees will show how they will prevent and respond to harassment or bullying within their programs. They will promote the social well-being of all youth and be prepared to address any trauma youth experienced by taking appropriate action such as reporting, if necessary.
- Evidence-based interventions or strategies
Applicant is required to choose from selected curricula that have been reviewed and submitted to ISBE by experts with various backgrounds, some of whom participate in Illinois' legislated School Health Advisory Committee:
 - A&M Resources: Game Plan 2001, 2012; Navigator 2003, 2012; Quest 2009, 2011; Aspire 2006, 2010. Grade level 5-12.
 - Dibble Institute: Relationship Smarts Plus SRA includes self-awareness, healthy relationships, relationship strategies, sexual decision-making, skills for sexual delay and risk avoidance, along with other sexual risk related topics. Ages 12-16. Love Notes: Participants discuss knowledge of

self, healthy relationships, assessing relationships, communication and conflict management, intimacy and sexual values, links in social media, in addition to other relevant topics. Ages 15-24.

- OWL -- Our Whole Lives, a comprehensive, lifespan sexuality education curricula.

Applicant will identify which curricula will be presented and describe the selection process. Applicants are encouraged to utilize the Systematic Method for Assessing Risk-avoidance Tool (SMARTool) when selecting curriculum. The SMARTool is a research-based tool designed to help organizations assess, select, and implement effective programs and curricula that support sexual risk avoidance. Utilizing this instrument will enable sub-grantees to carefully review and analyze curriculum to tailor a program that will maximize the results and impact of their work. The SMARTool can be found at <https://www.myrelationshipcenter.org/smartool>.

- Formal training

Applicants must address a plan to provide formal training for facilitators/educators on the program strategies, approaches, and interventions related to each of the curricular options. This training must be delivered by professionals who can provide follow-up technical assistance to facilitators.

- Positive youth development framework

Applicants must incorporate positive youth development into their programming. Practitioners, policymakers, funders, and researchers have determined over time that promoting positive asset-building and considering young people as resources were critical strategies. As a result, the youth development field began examining the role of resiliency — the protective factors in a young person's environment — and how these factors could influence one's ability to overcome adversity. Those factors include, but are not limited to:

- Family support and monitoring
- Caring adults
- Positive peer groups
- Strong sense of self
- Self-esteem
- Future aspirations
- Engagement in school and community activities

- Critical Health Problems and Comprehensive Health Education Act

All programs should incorporate the [Critical Health Problems and Comprehensive Health Education Act](#) into programs and materials.

- Social Emotional Learning Standards

Programs should incorporate [Illinois Social Emotional Learning Standards](#) through their instruction, adhering to the goals for said standards:

- Goal 1 - Develop self-awareness and self-management skills to achieve school and life success.
- Goal 2 - Use social-awareness and interpersonal skills to establish and maintain positive relationships.
- Goal 3 - Demonstrate decision-making skills and responsible behaviors in personal, school, and community contexts.

- Prioritize programming in target populations

Applicant should focus programming in target populations, which should be prioritized based on areas serving youth ages 10 -19 who are most at risk, defined by:

- Youth aging out of foster care
- Parenting youth
- Runaway and homeless youth
- Minority teens, including Native Americans

- LGBTQ youth
- Youth with developmental disabilities
- Youth residing in areas with high teen birth rates

The above criteria for the [target populations \(see page 8\)](#) described above were provided by the Administration for Children and Families.

- Referrals to health care and other services

Applicant will provide expectations to sub-awardees on the development and maintenance of a comprehensive list of providers that are specific to the geographic areas served. Educators will be empowered to give referrals should students need further assistance. Referral resources should include, but not be limited to, substance use, abuse, and addiction; tobacco cessation; mental health services; and intimate partner violence and dating violence.

The description of providers must identify referral resources, include information about how referrals will be made to other services and programs and how follow-up will take place, when appropriate. Programs should encourage enrolling eligible youth in health assistance programs, such as Medicaid and the Children's Health Insurance Program, or any other federal or state assistance program for which they may be eligible. Referral services on contraception may not include demonstrations, simulations, or distribution of contraceptive devices (per Section 510, Sexual Risk Avoidance Education (b) (4)).

Illinois law does allow referral for sexual health services without written parental consent based on a student's self-expressed concern of sexually transmitted disease and by extension, pregnancy.

- Evaluation

The state will contract with an evaluator to create a secure web-based data collection system to collect the objective efficiency measures. Applicant will work with the evaluator to collect data on determined measures, while maintaining sensitivity to student confidentiality requirements and assurance that no student will be able to be identified.

Performance Measures:

- One hundred percent of students whose districts that volunteer to participate in the grant will have access to curriculum that delays or reduces risky sexual behavior and reduces teen pregnancy/birth rates.
- The applicant will secure partnerships with up to 15 sub-awardees.
- The applicant will ensure sub-awardees effectively reach 15,000 youths.

Targets:

Applicants receiving awards from this grant will ensure that sub-awardees are reaching at least 25 percent of their target population and all program requirements are met on a quarterly basis.

Performance Standards:

- Fifty percent of students whose districts that volunteer to participate in the grant will have access to curriculum that delays or reduces risky sexual behavior and reduces teen pregnancy/birth rates.
- The applicant will secure partnerships with a minimum of seven sub-awardees.
- The applicant will ensure sub-awardees effectively reach 7,500 youths.

Deliverables and Milestones:

- Unduplicated number of youths served during the program year
- Total number of class hours provided to adolescents ages 10 - 19 years
- Work with state contracted external evaluator to complete required evaluation components:
 - The number of participants who identify having skills to resist pressure to have sex.

- The proportion of youth who identify the benefits of resisting sex outside of committed relationships.
- The number of youths who identify as having the skill set necessary to set goals for the future.
- The number of youths who identify positive behavioral approaches to avoiding risky youth behaviors.
- Fidelity to the acceptable curriculum
- Community partnerships
- Competence in working with the identified populations
- The geographical areas in which the grantee has provided services and their accompanying community data (e.g., sexually transmitted infection (STI) rate, teen birth rates, substance use rates, and other rates of risk of behavior)
- Quarterly reports to ISBE
 - These will be in a format specified by ISBE to serve as a progress update.
 - Feedback received by the grantee from ISBE is expected to be used to refine implementation and should be reflected in future quarterly reports.
 - Reports will contain data on performance measures.
- End-of-the-year report to ISBE
 - This will be submitted in a format specified by ISBE to serve as a summary of yearly progress and show achievement of program objectives and explanation of why goals were not met, if applicable.

Funding Information

Introduction:

The Illinois State Board of Education was allocated funds to provide Sexual Risk Avoidance Education throughout the state, especially in target population areas. Funds in the amount of \$1.8 million will be granted to successful applicant. This third-party may then sub-contract throughout the state to deliver services to a variety of communities meeting program criteria.

Cost Sharing or Matching:

There are no cost sharing or matching requirements associated with this grant.

Indirect Cost Rate:

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

Local Education Agencies

- Local Education Agency (LEA) indirect cost rates are developed in accordance with a delegation of authority agreement between ISBE and the U.S. Department of Education (ED). The plan includes both a restricted and unrestricted rate for each individual LEA. Both the restricted and unrestricted LEA rates are published annually on the ISBE website. The FY 2019 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.

Beginning in FY 2019, 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 sub-awardees utilize rates negotiated through the Governor's Office of Management and Budget centralized process where they will have the option to:
 - Select the 10 percent diminimus rate.
 - Submit documentation supporting a rate determined through negotiation with their federal cognizant agency.
 - 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 sub-awardees 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:

The Sexual Risk Avoidance Education Program uses an unrestricted cost rate. Funds received under this program must be used to supplement, and not supplant, funds that would otherwise be used for authorized activities.

Funds under this opportunity cannot be used for the following purposes:

- To supplant or replace current public or private funding;
- To supplant ongoing or usual activities of any organization involved in the project;
- To purchase or improve land or to purchase, construct, or make permanent improvements to any building;
- To reimburse pre-award costs;
- To support planning efforts and other activities associated with the program or application or for fundraising, political education, or lobbying activities; and
- To support inherently religious activities, including, but not limited to, religious instruction, worship, prayer, or proselytizing

Funds may be used to cover costs of personnel, consultants, equipment, supplies, grant-related travel, and other grant-related costs.

Funds must be used in a manner consistent with program requirements and may include:

- Usual and recognized overhead, including indirect rates for all consortium organizations that have a federally approved indirect cost rate; and
- Management and oversight of specific project components funded under this program.

The [funding restrictions \(see pages 15-16\)](#) outlined above are provided by the Administration for Children and Families.

For purposes of compliance with Section 511 of P.L. 101-166 (the “Stevens Amendment”), applicants are advised that 100 percent of the funds for this program are derived from federal sources. The total amount of federal funding involved is \$1.8 million.

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 quarterly via the IWAS system. Additional reporting requirements are listed below.

- Programmatic reporting – Quarterly reports describing performance measures are due in IWAS 20 days following the reporting quarter.
- Financial Reporting – Quarterly reports are due in IWAS 20 days following the reporting quarter. Example: March 31 expenditure report is due in IWAS on or before April 20. Failure to submit the report by the due date will result in payments being withheld until the required report is received.
- Performance Reporting – Comprehensive year-end performance reports showing progress toward implementation of the program and achievement of the program objectives should be submitted in IWAS. Performance reports should explain why program goals were not met, if applicable.

Quarterly Reporting Period		
Begin Date	End Date	Due Date
January 1	March 31	April 20
April 1	June 30	July 20
July 1	September 30	October 20
October 1	December 31	January 20

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 (Attachment 1):** Include the name, address, and telephone and fax numbers of the entity; email, name, and telephone number of the contact person; Federal Employer Identification number; DUNS number; SAM CAGE Code; and all other listed information. The Application page must be signed by the official authorized to submit proposals.

- 2. Program Narrative (Attachment 2)** maximum 3 pages:
Provide an overview of the program plan and the relevance to the selected objective(s). Include rationale for program activities and intended impact for students.
Follow the specifications found under "Program Narrative Requirements" on page 13.

- 3. Objectives and Activities (Attachment 3)** maximum 2 pages:
Use the form provided to list the objectives and activities of the proposed project in a time-specific format.

- 4. Evaluation Design (Attachment 4)** maximum 2 pages:
Use the form provided to complete the evaluation design.

- 5. Budget Summary (Attachment 5):**
The budget **MUST** be submitted on this form. No other budget form will be accepted. District budgets **MUST** be signed by the district superintendent. Other applicants should have the authorized official sign the form. 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.

- 6. Budget Breakdown (Attachment 6):**
The Budget Breakdown **MUST** include descriptions of the anticipated expenditures, correlated to the line items set forth on the Budget Summary. The Budget Breakdown should also include subcontract information.

- 7. Certifications and Assurances (Attachments 7-13):**
Each applicant, *including each entity that is participating in a joint application*, is required to submit the forms below. These must be signed by the official legally authorized to submit the proposal and to bind the applicant to its contents.
 - A.** Program-Specific Terms of the Grant (Attachment 7)
 - B.** Grant Application Certifications and Assurances (Attachment 8)
 - C.** Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion (Attachment 9)
 - D.** Certificate Regarding Lobbying (Attachment 10)
 - E.** Disclosure of Lobbying Activities (Attachment 10B)
 - F.** General Education Provisions Act (GEPA) 427 Notice and 442 Assurances (Attachment 11-12)
 - G.** Federal Funding Accountability and Transparency Act (FFATA) (Attachment 13)

Program Narrative Requirements

Make sure to address the following sections when writing the program narrative:

1. Population to be Served
2. Needs Assessment
3. Quality of Proposed Program
4. Program Implementation
5. Sustainability

See rubric starting on page 14 for more information on details to include in the program narrative.

Application Review

Review and Selection Process:

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

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

Criteria:

These overall criteria are built into the table below. The points for each section as well as the individual criteria will be used to determine if the overall criteria have been met for this program.

Following the notification of grant awards, an applicant may request copies of their reviewer comments and scores by contacting Adenike Sosina at asosina@isbe.net.

Selection criteria and point values are as follows:

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

Section 1: Population to be Served 25 Points	Possible Points
Describe how program is prioritized in target populations, as defined in policy requirements.	5
Explain the selection process for staff and/or leadership in areas to be served.	5
Describe how sub-awardees will effectively serve each applicable at-risk population: -Youth aging out of foster care -Parenting youth -Runaway and homeless youth -Minority teens, including Native Americans if applicable -LGBTQ youth -Youth with developmental disabilities; and/or -Youth residing in areas with high birth rates	5

Describe how selected program(s) and/or curricula utilized will be sensitive and inclusive to youth participants of all races, ethnicities, classes, and identities.	5
Describe effective recruitment strategies to be used that are likely to ensure that the maximum number of youths are reached.	5
Section 2: Needs Assessment 15 Points	Possible Points
Describe the analysis that was conducted to identify target regions and youth populations. Provide any supporting data.	5
Describe the problems related to teen pregnancy and STIs in the Illinois region(s) that the sub-awardee will serve with grant funds. Provide any supporting data.	5
Describe how the areas to be served have an insufficient number of other programs and services to fully serve at-risk populations.	5
Section 3: Quality of Proposed Program 35 Points	Possible Points
Describe how sub-awardees will incorporate positive youth development into their programming.	5
Describe how program incorporates effective strategies that have demonstrated impacts on delaying initiation of sexual activity.	5
Provide the projected number of unduplicated youth the sub-awardees anticipate reaching through the selected program(s) and/or curricula.	5
Describe how the Illinois Comprehensive Health Act and Social Emotional Learning Standards will be incorporated into programming.	5
Describe how sub-awardees will support and work with local efforts that promote positive youth development, including leading youth in developing and navigating healthy relationships and making decisions that result in reduced teen pregnancy and STIs, including HIV.	5
Demonstrate how sub-awardees will prevent and respond to harassment or bullying within the program(s), promote the social well-being of all youth, and be prepared to address any trauma experienced by youth they serve by taking appropriate actions such as reporting, if necessary.	5
Provide a comprehensive list of providers and give referrals should students need further assistance. Referral resources should include, but not be limited to: -Substance use, abuse, and addiction -Tobacco cessation -Mental health services -Intimate partner violence and dating violence The description must identify referral resources, include information about how referrals will be made to other programs and services, and how follow-up will take place, when appropriate.	5
Section 4: Program Implementation 15 Points	Possible Points

Describe which curricula will be presented to populations and describe the selection process used.	5
Identify how formal training and follow-up assistance will be provided to facilitators/educators on each of the curricular options.	5
Identify two-three SMART goals consistent with desired outcomes of the Title V Sexual Risk Avoidance Education Grant Program. SMART goals should be specific, measurable, achievable, relevant, and time-phased.	5
Section 5: Sustainability 10 Points	Possible Points
Describe plan for how the proposed project will be continued once the grant dollars have expired. For example, how will sub-awardees continue to provide program(s) and/or curricula serving identified youth once this grant has expired?	5
Demonstrate how the funds awarded under the program will be used to supplement the level of funds available for authorized programs and activities and will not supplant federal, state, local, or non-federal funds.	5

Total Points Available: 100