

FUNDING AND BUDGETS:

1. Is insurance considered a direct cost?

Yes, if purchased for the program, insurance is considered a direct cost for the purposes of calculating your direct cost base and should be included in the Code 40-Purchased Services category of the FS-10.

2. On page 8 of the RFP, it states that "Examples of administrative expenses are - the cost of a principal required to remain in the building during program hours, audit or fiscal employees, or other staff members whose role is strictly oversight of program and staff." So would an assistant principal hired as a site coordinator be considered an administrative expense?

Please refer to the Project Staffing and Management section located on page 26 of the RFP. It is the decision of each individual applicant to define the role and scope of designated positions. If the assistant principal's role is strictly oversight of program and staff, that salary would be considered an administrative expense; if the assistant principal's role is onsite coordination of activities and direct service to students, the position would not be considered an administrative expense..

3. The RFP states on page 6 that the maximum allocation per student for Extended School Day projects is \$1,600, however the Composite Budget document indicates the maximum allocation is \$2,000. Can you please clarify the correct maximum per student allocation?

The correct maximum allocation per student for Extended School Day projects is \$1,600. A revised version of the composite budget has been posted. Either version of the application is acceptable as long as the per student amount does not exceed \$1,600.

4. Do the travel and lodging costs to attend required NYSED's professional development and statewide meetings count toward the 5% cap on professional development costs? Which specific trainings and meetings should applicants plan for in their budgets? How long will each be, how many people should attend, where will they be located, and are their registration costs?

NYSED's professional development does count toward the 5% cap on professional development. Successful applicants will be provided additional detail.

5. Is the total of \$350,000 per proposal or per site within a proposal? For example, can one proposal serve multiple program sites if the cost per site does not exceed \$350,000 and the total proposal cost does not exceed \$1.2 million?

Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual

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award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects. There is no limit on the number of applications an agency may submit, or on the number of program sites that may be included per application.

6. Does the \$1,600/participant rate apply for any amount awarded?

The maximum award for an individual ESD project will be \$350,000 at a maximum allocation of \$1,600 per student.

7. Do you anticipate only Priority districts will be funded?

Priority will be given first, in each region, to applications with a final average score of 70 or above that include high-need public school districts as defined by districts ranked 1-4 on the Need/Resource Capacity Category Index. (See Appendix J.) In order for an application to receive priority, at least 50% of the districts included in the application must be on one of the priority lists. Second, to all other applications, in rank order, with a final average score of 70 or above until funds are insufficient to fund the next ranking applicant in that region in full.

8. The 2015 RFP states that "Agencies applying for multiple grants will be limited to a maximum annual award of \$1,200,000. This includes agency membership in consortia projects." In contrast, the 2015 RFP does not restrict the total amount of money a vendor can receive. That means a vendor, which can be any kind of organization - for-profit, non-profit, or LEA, does NOT have a limit on the total amount of money that the vendor can receive. The Q & A #154 for 2010-13 states "a vendor simply provides a product or service, but would not have any additional input or responsibility for the ESD/SVP program." This definition implies that as long as a vendor provides a service that the applicant fiscal agent does not provide, then there is no limit on total payments by the fiscal agents to the vendor.

Costs should be reasonable and necessary for ESD/SVP grant. NYSED has established a minimum level of direct service of 15% to be provided by the fiscal (lead) agent.

9. Is there a limit on the total payments a vendor can receive? If so, when reviewing submissions, how during the review process will NYS ED determine the total payments to every vendor.

Costs should be reasonable and necessary for ESD/SVP grant. NYSED has established a minimum level of direct service of 15% to be provided by the fiscal (lead) agent.

10. In the review process, how will NYS ED determine total payments to each and every organization that is a consortium member of multiple submissions from a wide range of eligible applicants?

Appendix M: Applicant Consortium Member/Partner Disclosure has been posted and will be used by NYSED to determine total payments to consortia members and partners. All

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consortia members/partners must complete this disclosure. Consortia members/partners are limited to a cap of \$1.2 million in any one geographical region.

11. Page 9 of the RFP says up to 5% of the total award may be used for professional development; is it okay if we include PD as an in-kind expense, and thus 0% of the grant would be used for training?

Yes. Up to 5% of the total annual award may be used for professional development related directly to ESD/SVP programs; however, it is not required that applicants propose use of grant funds for professional development.

12. Are school safety and school permit/opening fees on weekends or in the summer costs that are covered or do we need to budget for them?

Proposed expenditures which are reasonable, necessary and consistent with the purposes and goals in the grant application will be funded. School safety expenses, school permits and weekend or summer opening fees that meet these requirements are allowable expenses under the Extended School Day/School Violence Prevention grant program. Budgeted costs must also be in compliance with applicable State and federal laws and regulations and the Department's Fiscal Guidelines. These guidelines are available online at the following URL: <http://www.oms.nysed.gov/cafe>.

13. Can other funds be used in conjunction with these funds?

Applicants are encouraged to use supplementary funding sources to provide additional services to students and are responsible for adhering to the funding requirements of the ESD/SVP program. Budgeted costs must also be in compliance with applicable State and federal laws and regulations and the Department's Fiscal Guidelines. These guidelines are available online at the following URL: <http://www.oms.nysed.gov/cafe>. All expenses must be necessary, reasonable, and allocable to ESD/SVP.

14. If 50 students were served by a \$350,000 project, allocation would be \$7000 - please clarify?

Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects. These are maximum allowable awards. Applicants may request less. An applicant proposing an ESD-only program to serve 50 students at no more than \$1,600 per student would be eligible to receive up to \$80,000.

ELIGIBILITY AND PARTNERSHIPS:

15. Is there a minimum qualifications for the CBO? In other words, must is there a minimum number of years experience/minimum total budget must an agency have?

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Not-for-profit applicants applying as the lead agency in partnership with school districts are required to pre-qualify/register through Grants Gateway and complete the Vendor Prequalification process in order for proposals to be evaluated. State law requires that the award of state contracts be made to responsible vendors. Before an award is made to a not-for-profit entity, a private college or university or a public entity not exempted by the Office of the State Comptroller, NYSED must make an affirmative responsibility determination. The factors to be considered include: legal authority to do business in New York State; integrity; capacity- both organizational and financial; and previous performance.

16. Are charter schools eligible?

No, public school districts and not-for-profit organizations working in collaboration with public school districts are eligible to apply.

17. Are partnership agreements required of participating schools? If so, must they be signed by both the principal and superintendent?

A partnership agreement is required of all applicants except school districts applying without a partner. A partner agency is one that takes an active role in program design and planning. This must include, at minimum, lead applicant agencies, participating school districts and any not-for-profit partners. Participation of school-level administration is recommended. Please note that the School District Superintendent must sign the Appendix F: Collaborating School District/Agency Statement of Commitment and it is recommended they sign the Partnership Agreement.

18. If a charter school is located in a district with a high Need/Resource Capacity Category Index, do they receive preference?

Charter schools are not eligible applicants. Public school districts and not-for-profit organizations working in collaboration with school districts are eligible.

19. Does a school district need to pre-qualify through Grants Gateway?

No.

20. In reading the RFP, it seems to indicate that this is just for non-profit agencies that would not include schools. Also, if the school district is the lead agency but partners with a non-profit for the program, what are the requirements through Grants Gateway for each entity?

Public school districts and not-for-profit organizations working in collaboration with a public school district are eligible to apply. Not-for-profit applicants applying as the lead agency in partnership with school districts are required to pre-qualify/register through Grants Gateway and complete the Vendor Prequalification process in order for proposals to be evaluated. School Districts are not required to register through Grants Gateway. For

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awardees using subcontractors, a Vendor Responsibility Questionnaire and a NYSED vendor responsibility review are required for a subcontractor where: the subcontractor is known at the time of the contract award; the subcontractor is not an entity that is exempt from reporting by OSC; and the subcontract will equal or exceed \$100,000 over the life of the contract.

21. With the Collaborating School District/Agency Statement of Commitment form, does the school have to also complete this or is it to be completed only by the superintendent?

Only the Superintendent is required to sign the form (Appendix F), but it is recommended that project planning be conducted in collaboration with building principals.

22. Is a center-based program, such as one at a local YMCA with partnership agreements with 1 or more neighboring public schools, eligible for consideration? Or is funding ONLY for public school sites?

Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. Program sites may be located at public schools or other local sites.

23. Is a NYC public charter school eligible to submit as a School District in the same way a NYC DOE School District is eligible to submit? Related question: can a NYC public charter school serve as a school location for a proposal submitted by a CBO who proposes to provide services in the NYC public charter school?

Charter schools are not eligible applicants. Public school districts and not-for-profit organizations working in collaboration with school districts are eligible.

24. Are charter schools considered public school districts?

No, charter schools are not eligible applicants. Public school districts and not-for-profit organizations working in collaboration with school districts are eligible.

25. As a municipality, are we eligible to apply?

No, municipalities are not eligible applicants. Public school districts and not-for-profit organizations working in collaboration with school districts are eligible.

26. Are ESD/SVP combined programs held to the \$1,600 minimum per student amount or is the per student amount for ESD-only programs?

The maximum allocation for ESD programs is \$1,600 per student; SVP projects are exempt from the \$1,600 per student maximum allocation. Applications proposing to do both will identify separate allocations for each in their composite budget.

27. Can a non-profit apply for more than 1 grant using the same project concept for the same district but with different schools?

Yes. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects.

28. Can one not-for-profit agency write separate grants for several schools in the same school district?

Yes. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects.

29. Can a not-for profit agency write to continue a 21st CCLC program that is ending in June 2016?

Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Each grant funded program (21st CCLC and ESD/SVP) has unique guidelines and requirements. Following the expiration of a funding source in one grant award period, a new grant application may replace previous programming if the proposed program meets the requirements of the ESD/SVP program and is awarded funds.

30. Is BOCES eligible to apply – either as a lead applicant or as part of a consortium?

No.

31. What is the minimum percentage of priority schools that must be in the group of schools in order to be eligible for the priority points (LEP % and Persistently Violent Schools).

In order for an applicant to be eligible for a particular priority, at least 50% of the districts included in the application must be on one of the lists for that priority.

32. Is it possible for a program to operate at a non-school site and serve students from multiple schools? / Must programs take place in a school building, or can they be located in a center operated by a community organization?

Program sites may be located at public schools or other local sites.

33. Does a nonprofit operating with a school qualify as a consortium/have to submit a management plan that will assure the effective completion of project activities?

Yes. It is the applicant's responsibility to describe a management plan that will assure the effective completion of project activities, given the fiscal and other resources available as per the RFP grant narrative Part 3: Project Staffing and Management.

34. NYC is on the list of low performing school districts. There are hundreds of schools across all five boroughs in this single district. As a CBO, we have formal partnership agreements in place with 10 of the low-performing/failing high schools in the NYC district. Do these count towards that agreement or do we need to obtain something directly from the NYC DOE?

Schools in New York City have been directed to sign only one grant proposal. Schools can either partner with a CBO or with a District. NYCDOE will schedule signature days for all Superintendents. A partnership agreement is required of all applicants except school districts applying without a partner. A partner agency is one that takes an active role in program design and planning. This must include, at minimum, lead applicant agencies, participating school districts and any not-for-profit partners. Participation of school-level administration is recommended. The School District Superintendent must sign the Appendix F: Collaborating School District/Agency Statement of Commitment and it is recommended they sign the Partnership Agreement. A partnership agreement should be specific to the 2016-2021 ESD/SVP RFP.

35. If a district has an existing relationship with a privately funded non-profit after-school provider (that is, the district does not pay for this service), would use of grant funds to continue working with this after-school provider be considered supplanting funds? If yes, can grant funds be used to expand this existing program? Could grant funds be used to cover the full program, or just the expansion?

Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Use of ESD/SVP funding to provide the same or similar services as an existing funded program would be considered supplanting. Applicants may propose to expand upon existing services, provided that the proposal meets the requirements of the ESD/SVP program. Applicants may propose the replacement of a fee-based (e.g. parent/guardian-supported) after-school program with an ESD program. This would not be considered supplanting

36. We work with a not-for-profit provider for after-school programming. This program is privately funded & the district does not pay for the service. The private funding will end this year, can grant funds be used to continue this after-school program?

Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Following the expiration of a funding source in one grant award period, a new grant application may replace previous programming if the proposed program meets the requirements of the ESD/SVP program and is awarded funds.

37. Will application be scored higher if a non-profit partner is involved? (Particularly with after-school activities?)

This is a competitive grant and awards are based the score resulting from the applicants ability to address the goals and objectives of the RFP. All applicants will be funded in rank order within each region until the funds are exhausted. In the event there are insufficient funds to fund the next ranked applicant in full, the next ranked applicant will be given the opportunity to operate a smaller program using the remaining funds.

38. Is it preferred that a school district partner with a non-profit partner?

This is a competitive grant and awards are based on the score resulting from the applicant’s ability to address the goals and objectives of the RFP.

39. How do you define community-based organizations (mentioned on page 6 of the RFP)?

A community based organization, is a public or private not-for-profit (including a church or religious entity) that is representative of a community or a significant segment of a community, and is engaged in meeting human, educational, environmental, or public safety community needs.

40. Do CBOs (mentioned on page 6) qualified for this grant have to provide direct instruction?

Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. As stated in the NYSED Consortium Policy, a lead agency cannot act as a flow-through for grant funds to pass to other recipients. NYSED has established a minimum level of direct service of 15% to be provided by the fiscal (lead) agent. Direct services need not include direct instruction.

41. Can a for-profit Community Based Organization apply as the LEA?

No. Only public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply.

42. If Appendix E is required of all applicants, please advise what a “collaborating agency” is with respect to the proposing not-for-profit. Can it be the target School? If a School District must be among “collaborating agencies” what level of collaboration is expected with a school district?

A collaborating agency is a project partner. Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply; therefore, it is expected that public school districts will be active participants in collaborative planning.

43. Is the “Sample Partnership Agreement” a guide only to proposers in a consortium? / Is the “Sample Partnership Agreement” required of all applicants?

A partnership agreement is required of all applicants except school districts applying without a partner. The Sample Partnership Agreement is provided as a suggestion. Applicants may use an alternative partnership agreement document of their choice.

44. What is a “Partner Agency” in this context of the “Sample Partnership Agreement”? Is it the School targeted for services?

A partner agency is one that takes an active role in program design and planning. This must include, at minimum, lead applicant agencies, participating school districts and any not-for-profit partners. Participation of school-level administration is recommended.

45. We note that the “Sample Partnership Agreement” includes a place for the signature of the School District Superintendent, but the sample does not suggest responsibilities of the School District, only those of the School. Will the State Education Department accept a Partnership Agreement that is signed by the us, the not-for-profit offering services, and Charter School Principal/Director?

The School District Superintendent must sign the Appendix F: Collaborating School District/Agency Statement of Commitment and it is recommended they sign the Partnership Agreement. Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. Charter schools are not eligible to apply.

46. We have an existing partnership with a local community (non-profit) agency; we would like to use grant funds to expand that partnership and offer more services to more students. Is that allowed?

Applicants are encouraged to use supplementary funding sources to provide additional services to students and are responsible for adhering to the funding requirements of the ESD/SVP program. Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Budgeted costs must be in compliance with applicable State and federal laws and regulations and the Department’s Fiscal Guidelines. These guidelines are available online at the following URL: <http://www.oms.nysed.gov/cafe>. All expenses must be necessary, reasonable, and allocable to ESD/SVP.

47. We have an existing partnership with a local non-profit that has provided after-school activities for free in our school for many years, but must stop delivering those activities because its funding has stopped. Can we apply for grant funding to continue those activities?

Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Following the expiration of

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a funding source in one grant award period, a new grant application may replace previous programming if the proposed program meets the requirements of the ESD/SVP program and is awarded funds.

48. If nonprofits are eligible to apply, in Appendix F Statement of Commitment Form and Partnership Agreement, who can sign on behalf of the school district?

Public school districts and not-for-profit organizations *working in collaboration with a public school district(s)* [emphasis added] are eligible to apply. A school district superintendent signature is required on the Appendix F: Collaborating School District/Agency Statement of Commitment Form and is recommended on the Sample Partnership Agreement.

49. Can the school principal of the school we are partnering with? Or does it have to be the Superintendent of NYC Public School District? For example, we are applying with a school in NYC Public School District. Can the principal of a school sign this form?

Schools in New York City have been directed to sign only one grant proposal. Schools can either partner with a CBO or with a District. NYCDOE will schedule signature days for all Superintendents. A school building principal may not sign on behalf of the school district superintendent where a superintendent's signature is required. Public school principals based in New York City should refer questions about applying for this grant through their community school district grants officer.

50. We are a CBO operating a youth program that works with individual high schools, not districts. We are not applying as a consortium but as a lead agency, although we have both school and community partner agencies. Are we eligible to apply?

Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. While an applicant may propose to serve a single school within a district, the school district superintendent's signature is required on the Appendix F: Collaborating School District/Agency Statement of Commitment and recommended on the Sample Partnership Agreement. It is critical the superintendent be involved in and aware of all ESD/SVP proposals being submitted in the district.

51. Can a non-profit applicant propose to partner with a single school that we select for our application

Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. While an applicant may propose to serve a single school within a district, the school district superintendent's signature is required on the Appendix F: Collaborating School District/Agency Statement of Commitment and recommended on the Sample Partnership Agreement.

52. Can a single school sign off to participate in more than one application?

Yes; however, if multiple applications to serve the same cohort of students in a single school in an Extended School Day program are received, only the highest ranked application will be funded. Superintendent must sign the Appendix F: Collaborating School District/Agency Statement of Commitment and it is recommended they sign the Partnership Agreement.

53. What defines a consortium?

NYSED's Consortium Policy is outlined in Section IV on pages 4 and 5 of the RFP.

54. If a not for profit is applying on behalf of two school districts is this a consortium?

Yes. A not-for-profit organization applying in partnership with two school districts would qualify as a consortium.

55. If applying as a consortium, could we submit two applications as long as they would assist different students? For instance, could one expand the school day for high school students in all the consortium districts, while a second application would add after-school activities for elementary students?

Yes. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects.

56. If applying as a consortium, can we apply for two grants, one that would provide extended school day activities, and one that would provide school violence prevention activities?

Yes. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects.

57. If applying as a consortium, could the lead district (that is serving as fiscal agent) contract with each of the partner districts to provide teachers for after-school activities in each district? Our consortium would be comprised of many rural districts, and it would be inefficient to have the lead district provide all teaching staff (because of the distance between districts), so we are thinking we'd like to instead use local teachers in each district. Or would that be considered a sub-grant?

Yes, the lead applicant district could contract with the consortium member districts to provide teachers for after school activities in each district. This would not be considered a sub-grant.

58. What dictates if an organization we are working with is a "collaborating partner," and therefore needs to be included on Appendix E and Appendix F?

Typically, a partner has an active role in program planning and design, while a vendor provides supplies or services, but does not participate in program planning and design.

COMPETITIVE PRIORITIES: NEED RESOURCE CAPACITY, (A) LIMITED ENGLISH PROFICIENCY AND (B) PERSISTENTLY DANGEROUS SCHOOLS:

59. Can you clarify how specifically NRC will be used to prioritize applicants? Will applicants on the NRC list included in the grant documents receive a set number of bonus points, for example?

Priority will be given, in each region, first to applications with a final average score of 70 or above that include high-need public school districts as defined by districts ranked 1-4 on the Need/Resource Capacity Category Index. (See Appendix J.) In order for an application to receive priority, at least 50% of the districts included in the application must be on one of the priority lists. Second, to all other applications, in rank order, with a final average score of 70 or above until funds are insufficient to fund the next ranking applicant in that region in full.

60. Will applications that propose to implement both program components (i.e., extended school day and school violence prevention) receive a competitive advantage over applications that propose to implement one program type or the other?

No, an agency may elect to do only ESD or SVP programming without penalty; agencies do not have to apply for both ESD and SVP. Agencies that propose to do both do not receive a competitive advantage.

61. Appendix K is a list of districts. Was this list intended to offer a list of schools? If no, where can we find the list of schools?

Appendix K: Limited English Proficiency Points is a list of school districts eligible to receive a priority point if a school located within that district is included on the Appendix G: Participating Schools List.

62. Can you clarify what is meant by "Priority will be given to applications that include high-need public school districts?" Will there be a certain number of points added to the score? If not, in what way will a priority be given?

Priority will be given, in each region, first to applications with a final average score of 70 or above that include high-need public school districts as defined by districts ranked 1-4 on the Need/Resource Capacity Category Index. (See Appendix J.) In order for an application to receive priority, at least 50% of the districts included in the application must be on one of the priority lists. Second, to all other applications, in rank order, with a

final average score of 70 or above until funds are insufficient to fund the next ranking applicant in that region in full.

63. Should a district that isn't on Appendix J apply? Or would their chances be very low?

All eligible applicants are encouraged to apply.

64. Can you explain what being a "Priority" district (according to Appendix J) means – if on that list, does a district receive additional bonus points?

Priority will be given, in each region, first to applications with a final average score of 70 or above that include high-need public school districts as defined by districts ranked 1-4 on the Need/Resource Capacity Category Index. (See Appendix J) In order for an application to receive priority, at least 50% of the districts included in the application must be on one of the priority lists. Second, to all other applications, in rank order, with a final average score of 70 or above until funds are insufficient to fund the next ranking applicant in that region in full.

65. Will districts with existing Extended School Day/School Violence Prevention Programs be given preference (assuming their programs are meeting SED requirements)?

No. This is a competitive grant and awards are based the score resulting from the applicants ability to address the goals and objectives of the RFP. Priority will be given, in each region, first to applications with a final average score of 70 or above that include high-need public school districts as defined by districts ranked 1-4 on the Need/Resource Capacity Category Index. (See Appendix J.) In order for an application to receive priority, at least 50% of the districts included in the application must be on one of the priority lists. Second, to all other applications, in rank order, with a final average score of 70 or above until funds are insufficient to fund the next ranking applicant in that region in full.

66. For New York City, will NYSED be posting a list of eligible and/or priority schools or can a non-profit applicant choose a school it wants on its application?

Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. Priority will be given, in each region, first to applications with a final average score of 70 or above that include high-need public school districts as defined by districts ranked 1-4 on the Need/Resource Capacity Category Index. (See Appendix J.) In order for an application to receive priority, at least 50% of the districts included in the application must be on one of the priority lists. Second, to all other applications, in rank order, with a final average score of 70 or above until funds are insufficient to fund the next ranking applicant in that region in full.

67. If a district is listed as a priority district in Appendix J, how many priority points will be assigned to the district's application?

Priority will be given, in each region, first to applications with a final average score of 70 or above that include high-need public school districts as defined by districts ranked 1-4 on the Need/Resource Capacity Category Index. (See Appendix J.) In order for an application to receive priority, at least 50% of the districts included in the application must be on one of the priority lists. Second, to all other applications, in rank order, with a final average score of 70 or above until funds are insufficient to fund the next ranking applicant in that region in full.

PROGRAM REQUIREMENTS AND ATTENDANCE:

68. May an agency elect to only do ESD programming without penalty, or must agencies do both?

Yes, an agency may elect to do only ESD programming without penalty. No, agencies do not have to apply for both ESD and SVP.

69. Does NYSED have any requirements or recommendations for the qualifications of the external evaluator?

It is the applicant's responsibility to determine the qualifications of an external evaluator; the external evaluator must be capable of meeting the requirements outlined in Section VIII –Evaluation and Self-Assessment Requirements in the RFP.

70. Is there a minimum number of hours /days that student participants are expected to receive (outside of the 15 hour minimum required for enrollment)?

The program must operate for a minimum of two hours a day; for at least 3 days per week. Applicants may elect to propose a different schedule above this minimum.

71. In regards to the minimum number of children served, is that total yearly, quarterly, monthly, etc.?

The number of students in an ESD program will be based on the “unduplicated count,” which is the number of students participating (enrollment) in the summer plus other academic year student participants who did not attend in the summer.

72. Are summer-only Extended School Day programs allowable as long as they operate at least three days per week for at least two hours per day during the summer? Or are summer programs only eligible when offered in addition to programs offered at least 3 days per week for at least two hours per day during the school year?

The program must operate for a minimum of two hours a day; for at least 3 days per week. Applicants may elect to propose a different schedule above this minimum.

73. Can school district applicants serve students at alternate sites, e.g. a BOCES alternative education school where the student population is predominately from that district?

Program sites may be located at public schools or other local sites.

74. Can ESD/SVP activities take place during the school day?

ESD programs must operate outside the regular school day; programs may operate before or after school, on Saturdays, Sundays and/or during the summer. SVP programs may operate at any time of day, including during the school day.

75. Is there a match required?

No, a match is not required.

76. In accordance with the directive to “operate for a minimum of two hours a day; for at least 3 days per week” would an extended day program that operates across the calendar year rather than academic calendar use a yearly average to satisfy the criterion of two hours a day, 3 days weekly?

The program must operate for a minimum of two hours a day; for at least 3 days per week. Applicants may elect to propose a different schedule above this minimum.

77. Will summer-only programming meet the goals of this RFP or does after/before school have to comprise the core of programming?

The RFP states that an ESD program must operate outside the regular school day; programs may operate before or after school, on Saturdays, Sundays *and/or during the summer* [Emphasis Added]. The program must operate for a minimum of two hours a day; for at least 3 days per week. Applicants may elect to propose a different schedule above this minimum. ESD program attendance must reflect student attendance of 15 hours or more since the start of the current program year to qualify as an enrolled student. SVP programs may occur at any time of day or year, including during the school day.

78. Is an Assistant Director or Coordinator required?

It is the applicants’ responsibility to describe all professional positions (full-time and part-time) that will be assigned directly to the project.

79. To be eligible to apply, must a not-for-profit organization (partnering with a public school district) provide direct instruction?

As stated in the NYSED Consortium Policy, a lead agency cannot act as a flow-through for grant funds to pass to other recipients. NYSED has established a minimum level of

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direct service of 15% to be provided by the fiscal (lead) agent. Local Education Agencies (LEAs) and not-for-profit organizations working in collaboration with an LEA district(s) are eligible to apply. Direct service does not have to be direct instruction.

80. Page 25 of the RFP mentions funds can be used in an expanded program “including, but not limited to” – does that mean all of the activities listed need to be included? Or can we choose from that list?

The list is a suggested list of activities; all activities do not have to be included. The goal of the activities will be to increase student achievement and contribute to school violence prevention.

81. Can we include other activities not listed on page 25 that would be beneficial to students?

Yes, provided they are activities that will increase student achievement and contribute to the goals and objectives of the ESD/SVP RFP.

82. Could this funding be used to fund character development activities, as part of the after-school activities?

Yes, provided they are activities that will increase student achievement and contribute to the goals and objectives of the ESD/SVP RFP.

83. Can we provide activities during the summer only?

Yes, the RFP states that the ESD program must operate outside the regular school day; programs may operate before or after school, on Saturdays, Sundays *and/or during the summer* [Emphasis Added]. SVP programs may occur at any time of day or year, including during the school day.

84. Page 25 of the RFP asks applicants to “describe procedures for taking attendance of individual students on a daily basis,” and for tracking student attendance by activity. Is a sign-in sheet for each activity sufficient for this requirement?

It is the responsibility of the applicant proposing an ESD program to describe procedures for taking attendance of individual students on a daily basis and to provide a plan for keeping student attendance by activity in their proposal narrative under section 2A: For applicants proposing an Extended School Day (ESD) program. This section will be scored competitively.

85. Page 6 of the RFP mentions serving children within grades prek-12; does that mean we can serve any of those grades (but that we don’t need to serve them all)?

Yes. Applicants must serve children within the range of grades Pre-K-12, but need not serve all grades.

86. Page 6 of the RFP mentions that applicants are encouraged to build a “nutritional component” into programs, and to seek federal funds to support them. Should we be using ESD/SVP funds to pay for healthy snacks (if we can’t get federal funds)?

It is SED policy not to pay for costs of any food in federal and state grants in an agency which also conducts a feeding program eligible for reimbursement under the National School Lunch Act, Child Nutrition Act or Summer Food Services Program for Children. However, since the National School Lunch Act does not provide for snacks (except milk), these costs are eligible for reimbursement, if specifically approved, under most grant programs.

87. We are a CBO applying as an ESD project. The RFP states on p. 6 that “successful proposals will include school safety activities in their extended day programs.” Can you clarify what school safety activities would need to be included in an ESD program, especially as our program does not take place on school grounds?

Grant recipients may use the ESD/SVP funds for programs conducted outside the regular school day to provide activities including, but not limited to, academic enrichment, art, music, drama, academic tutoring, mentoring, student leadership development, community service, recreation and related programs that will increase student achievement and contribute to school violence prevention.

88. Page 5 of the RFP states: “For ESD applicants the maximum amount of funding that may be requested in any one application will be determined by the minimum number of student participants the project commits to serve contractually on an annual basis. The number of students will be based on the “unduplicated count,” which is the number of students participating (enrollment) in the summer plus all academic year student participants who did not attend in the summer. The project may propose a budget that reflects a lower funding amount if the project deems it suitable for the scope of their project services. We intend to provide services to 200 students annually. Many of our students remain in our program for three consecutive years. Can the same student be counted for each of those three years?”

Yes. For ESD applicants the maximum amount of funding that may be requested in any one application will be determined by the minimum number of student participants the project commits to serve contractually on an annual basis. The number of students will be based on the “unduplicated count,” which is the number of students participating (enrollment) in the summer plus all academic year student participants who did not attend in the summer. The project may propose a budget that reflects a lower funding amount if the project deems it suitable for the scope of their project services.

89. Can activities take place during the school day?

SVP program activities may take place during the school day. ESD activities must operate outside the regular school day; programs may operate before or after school, on Saturdays, Sundays and/or during the summer.

90. Can we charge families a small nominal fee?

Under rare circumstances, grantees may earn income with grant program funds. If a grantee earns any program income, such income must be used to reduce the amount of the grant award and defray current grant expenditures unless otherwise authorized by NYSED. When authorized, program income must be used for the purposes of the grant and shall be accounted for and used prior to requesting additional cash payments for the same grant activity.

91. Is there a required amount of hours we must serve a youth to count as unduplicated

The unduplicated count is the number of students participating (enrollment) in the summer plus all academic year student participants who did not attend in the summer. ESD program attendance must reflect student attendance of 15 hours or more since the start of the current program year to qualify as an enrolled student.

92. Page 24 of the RFP asks for specific needs of the children’s families. Are we expected to provide activities for children’s families?

The primary purpose of the ESD/SVP Program is to award competitive grants to provide support to students through extended school day activities and/or school safety programs which promote violence prevention. While it is not mandatory that applicants propose activities for students’ families, it is recommended that applicants develop a plan to engage families as a method of supporting the students they serve.

93. Can ESDSVP funds be used for any in-class programs, or exclusively before/after schools, Saturdays, Sundays and/or during summer?

SVP program activities may take place at any point including during the school day. ESD activities must operate outside the regular school day; programs may operate before or after school, on Saturdays, Sundays and/or during the summer.

94. Is an Extended Day Program required to operate in both the summer and the school year (as an after-school program)? If so, is the \$1,600 per student intended to cover the cost for the entire summer and for the after-school program?

An ESD program is not required to operate in both the summer and school year. The \$1,600 per student annual allocation will be based on the “unduplicated count,” which is the number of students participating (enrollment) in the summer, if applicable, plus other academic year student participants who did not attend in the summer. ESD program attendance must reflect student attendance of 15 hours in or more since the start of the current program year to qualify as an enrolled student.

95. Or can an EDP program be only summer or only during the school year (i.e. after-school and school breaks)

An ESD program must operate for a minimum of two hours a day; for at least 3 days per week and must operate outside the regular school day (before or after school, on Saturdays, Sundays and/or during the summer).

96. How many hours or days must be provided to qualify for the \$1,600 per student? If the number of days and hours is met during only the summer or only during the school year, is that sufficient to meet the purpose of the program?

ESD programs must operate for a minimum of two hours a day; for at least 3 days per week and must operate outside the regular school day (before or after school, on Saturdays, Sundays and/or during the summer). ESD program attendance must reflect student attendance of 15 hours in or more since the start of the current program year to qualify as an enrolled student.

97. Can funds be used to operate a summer school program only? How many weeks must the summer program operate to qualify for funds?

Yes. ESD programs must operate for a minimum of two hours a day; for at least 3 days per week and must operate outside the regular school day (before or after school, on Saturdays, Sundays and/or during the summer).. ESD program attendance must reflect student attendance of 15 hours in or more since the start of the current program year to qualify as an enrolled student.

98. If operating an after-school program, is there a minimum number of weeks the program must operate to qualify for funds?

No. ESD programs must operate for a minimum of two hours a day; for at least 3 days per week and must operate outside the regular school day (before or after school, on Saturdays, Sundays and/or during the summer). ESD program attendance must reflect student attendance of 15 hours in or more since the start of the current program year to qualify as an enrolled student.

99. Would these funds be applicable for/used for a one-week overnight summer camp?

ESD programs must operate for a minimum of two hours a day; for at least 3 days per week and must operate outside the regular school day (before or after school, on Saturdays, Sundays and/or during the summer). The applicant may elect to propose a different schedule above this minimum.

100. Do all 50 students (the minimum number for an ESD program) need to come from one school (the collaborative partner)? If students from multiple schools can participate, does each school need to be a collaborative partner or only one school?

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It is the decision of each eligible applicant to outline the proposed delivery of services, their intended partner schools, and the number of students to be served.

101. The RFP indicates on page 6 that Extended School Day programs must: “Provide extracurricular enrichment activities including but not limited to athletics, academic enrichment, art, music, drama, academic tutoring, mentoring, community services and related programs that will increase student achievement and contribute to school violence prevention.” Must each ESD program offer ALL of these activities, or is this the list from which ESD programs may choose to select one or more services or activities to provide?

No, it is not necessary to offer all activities listed. Each program may choose their own activities provided they are activities that will increase student achievement and contribute to school violence prevention.

102. Must the proposed program be located onsite in a school or can it operate elsewhere in the community?

Program sites may be located at public schools or other local sites.

103. Does the grant require a full-time director and assistant director?

No, the program does not require a full-time director and assistant director. It is the responsibility of the applicant to define the role and scope of designated positions in Section 3 of the narrative: Project Staffing and Management. This section will be scored competitively.

SUBMITTING APPLICATIONS and FORMS:

104. Does the external evaluator need to be named in the proposal?

No. As per the RFP, applicants are required to identify and describe the *qualifications* [emphasis added] of the external evaluator who will collect and analyze data to assess progress toward meeting the program’s goals and objectives.

105. Are the required resumes included in the 12-page narrative, or can they be in addition to the twelve pages?

Resumes are considered attachments and will not count towards the page total of the narrative.

106. Can one not-for-profit agency write separate grants for schools in different geographic areas (For example one grant for Syracuse, and two grants for rest of state)?

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Yes, applicants may apply for awards in multiple geographic areas. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects.

107. Can the organization chart asked for in 3e of the narrative be an attachment?

Yes. The organization chart can be included as an attachment and it will not count toward the overall proposal page total.

108. Do school districts need to complete the Grants Gateway prequalification process?

No.

109. Do school districts need to submit proof of insurances coverages discussed in the RFP at the time of application, or can they wait until an award had been made?

No. The Workers' Compensation Law requires, and has required since introduction of the law in 1922, the heads of all municipal and State entities to ensure that businesses have appropriate workers' compensation and disability benefits insurance coverage *prior* to issuing any permits or licenses, or *prior* to entering into contracts.

110. For the Consortium MOU does a New York City school need to get the form signed by the principal of the school or the schools chancellor (form states superintendent)?

The school district superintendent's signature is required on the Appendix F: Collaborating School District/Agency Statement of Commitment and recommended on the Sample Partnership Agreement. You may wish to contact your community school district grants manager.

111. Is there a limit on the number of proposals an applicant can submit?

Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects. There is no limit on the number of proposals an agency may submit, or on the number of program sites that may be included per application.

112. Is there a limit on the total dollars that can be requested through multiple proposals from an applicant in one region?

Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects. There is no limit on the number of applications an agency may submit, or on the number of program sites that may be included per application.

113. Is there a limit on the total dollars that can be requested through multiple proposals from an applicant in more than one region?

Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects. There is no limit on the number of applications an agency may submit, or on the number of program sites that may be included per application.

114. Does the program abstract page count towards the 12 page limit?

No. The abstract does not count toward the 12 page proposal limit.

115. If we apply for a combination of ESD and SVP, are we allotted more pages to fully answer the questions detailed in 2A and 2B?

No. The maximum length of the proposal narrative is 12 pages, not including attachments.

116. An eligible entity may submit more than one proposal in any one geographical. For LEA's, does geographical in this instance mean a school district or a school building?

No, the geographical regions, for the purposes of this grant are New York City, Big Four Cities (Buffalo, Rochester, Syracuse, Yonkers), Rest of State.

117. The proposal is 1.5 spaced, can the abstract be single spaced?

The abstract is to be prepared in Times New Roman, 12 point font, 1.5 spaced, with a standard 1" margin.

118. If you quote statistical data in the narrative, do you include every source in attachments?

It is important that any referenced statistical data be accompanied by a reference to a verifiable source either in the narrative itself or as a separate attachment.

119. Are we able to include bus transportation costs to transport children to an after-school program, or to transport children home after extended day activities?

Yes, remember that travel costs for program employees, busing, field trips, and admission fees should be itemized under Travel Expenses; travel for consultants should be itemized under Purchased Services.

120. Are we able to fund 1:1 Teaching Assistants for Special Needs students, to enable their participation in extended day programming?

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Yes, as per the RFP, briefly describe all professional positions (full-time and part-time) that will be assigned directly to the project. Define role and scope of designated positions.

121. When will information on the FluidReview process be available?

Information is currently available on Fluid Review.

122. Will there be a help desk/person to call if we have FluidReview questions?

Any questions pertaining to this application, please contact ESDSVP RFP- NYSED Office of Student Support Services esdsvprfp@nysed.gov. For technical support, please visit <http://help/fluidreview.com/contact>.

123. We would like to hand-deliver our application. The security guard in the EBA building requires an SED name and contact number in order to do this; can you provide this information?

Hand-delivered applications will not be accepted. The due date for electronic application submissions to the FluidReview portal is January 8, 2016 at 3:00 p.m. Complete applications must be submitted electronically through the FluidReview portal by such time. Instructions for submission through this portal are available at: <https://nysedesdsvp.fluidreview.com>. Applicants must also submit one (1) original application and one original FS- 10 Budget Proposal with two additional copies on paper (signatures must be in blue ink) postmarked by January 8, 2016, along with a flash drive of the full application to:

New York State Education Department
Grants Management
89 Washington Avenue
Room 481 EBA
Attn: 2016-2021 ESD/SVP Grant Application
Albany, NY 12234

124. What is the latest time we can hand-deliver applications on January 8, 2016?

Hand-delivered applications will not be accepted.

125. The RFP states that an eligible entity can submit more than one proposal. Does this mean that a school district could submit multiple applications (for example, one application for each of its schools), providing the maximum award for each application is no more than \$350,000 and the maximum grant award in any geographical region doesn't exceed \$1.2 million?

Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership

in consortia projects. There is no limit on the number of proposals an agency may submit, or on the number of program sites that may be included per application.

126. Is it okay if a district proposes activities in more than one of its schools in one application – or are separate applications then required?

Yes, one application covering more than one school is acceptable but the activities must be described within the proposal itself. Separate applications are not required if said activities are properly detailed in the proposal.

127. The project staffing section of the RFP (3e, page 27) indicates that applicants must provide an organizational chart that indicates the program’s management structure. However, on page 23 in the section titled “XVIII. NARRATIVE FORMAT,” it is indicated that “other types of charts are not allowed. Charts cannot be used for narrative purposes.” Can you clarify if an organizational chart should be included?

Yes. The organization chart can be included as an attachment and it will not count toward the overall proposal page total.

128. How much should we allocate for the NYSED training and meetings mentioned on page 8 of the RFP -- how many days, and where will the trainings/meetings be? Also, how many staff will be expected to attend? (And who should be attending -- the Program Director and/or others?)

It is the responsibility of each applicant to determine the appropriate allocation for travel and lodging to attend NYSED’s professional development and statewide meetings. NYSED’s professional development and statewide meetings have historically consisted of an annual, two-day meeting held in Albany. Applicants must budget for at least one staff member to attend; however, 2-3 are preferred.

129. Page 26 of the RFP defines the experience that an assistant director or coordinator must possess. Does this mean that applicants are required to include an assistant director or coordinator in the program?

It is the applicant’s responsibility to describe all professional positions (full-time and part-time) that will be assigned directly to the project, as well as to define the role and scope of designated positions. Narrative section 3(c), in part, outlines the minimum qualifications for the Project Director and Assistant Director or Coordinator. This section will be scored competitively.

130. Page 9 of the RFP states that a “periodic independent evaluation” is required to assess the program. Is an annual review considered sufficient to meet the requirement for “periodic” evaluation?

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It is the responsibility of the applicant to describe their comprehensive program level evaluation plan in their proposal narrative under Section 4: Quality of Project Evaluation. This section will be scored competitively.

131. Page 7 of the RFP states that “if activities take place in a school building all staff must be trained in and familiar with the School Emergency Response Plan and its emergency procedures.” Could the cost of that training be considered professional development for the purposes of this grant?

Yes. Up to 5% of the total annual award may be used for professional development.

132. How many sites/grants can each agency apply? Since each grant is \$350,000 each year, can each agency apply to 3 different programs/sites? Can each agency only apply for 2 Extended School Day proposals? For example, can each agency apply for 2 Extended School Day and 1 Violence Prevention? RFP writes on page 5 that each agency is able to apply for more than one proposals for a maximum \$1.2 million (which means 3 sites).

Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region. This includes agency membership in consortia projects. There is no limit on the number of applications an agency may submit, or on the number of program sites that may be included per application.

133. For the Cover Page Form, should the Chief Administrative Officer or Executive Director of our nonprofit sign this form?

The Cover Page requires the signature of the Chief Administrative Officer. An Executive Director of a not-for-profit organization may be the organization’s Chief Administrative Officer.

134. The RFP states that public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. Does this preclude private schools from applying in collaboration with not-for-profit organizations?

Yes. Only public school districts and not-for-profit organizations working in collaboration with school districts are eligible.

135. Can one high needs school district apply for multiple grants of \$350,000 for a maximum of \$1,200,000 all to serve the same school district?

Yes. Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region.

136. Regarding SACC requirements listed in the RFP on pp. 6-7, we are a CBO operating a youth program that serves children over age 13, not located in a school building. We will ensure the safety and health of all participants, including reasonable staff-to-student ratios and background clearances for staff, safe commuting, etc., but are we required to have SACC licensure?

School-age child care program means a program or facility which is not a residence in which child day care is provided to an enrolled group of seven or more children under 13 years of age during the school year before and/or after the period such children are ordinarily in school or during school lunch periods. If the applicant is a community organization or college/university, and proposes to serve only children ages thirteen and older, the applicant must work with its partnering school(s) to ensure the safety and health of all participants, including reasonable staff-to-student ratios and background clearances for staff.

137. Can we structure an extended school day program that would serve a different number of kids during the summer than during the school year? If yes, would we have to submit separate budgets for the summer and the school year?

An applicant may propose an Extended School Day program that would serve a different number of students during the summer than during the school year. The FS-10 Proposed Budget should reflect the annual budget July 1, 2016 – June 30, 2017. A student served in both summer and academic year programs may only be counted once per year for annual enrollment purposes.

138. On page 7 of the RFP, it states that applicants must provide proof of SACC licensure before funding/programming is to begin operation. Funding start dates and programming start dates are often different. Do we need SACC licensure before the contract start date or before we begin programming?

The reference on page 7 refers to NYSED's SACC policy for non-public schools. Since non-public schools are not eligible to apply for this funding opportunity, this issue is moot. Applicants are responsible for determining their SACC requirements and responsibilities. If the applicant requires a SACC license, they may not provide programming prior to acquiring the license. NYSED reserves the right to withhold funding to awardees requiring a SACC license until proof of said SACC license is provided.

139. Can a program site operate as a single service until it has its SACC license?

It is the responsibility of the applicant to determine whether or not they are required to obtain a SACC license. Applicants with questions regarding SACC licensure should contact their Office of Children and Family Services Regional Offices listed on p. 32 on the RFP.

140. The RFP states that programs... "should not displace existing school district after-school funding," and that "school districts shall be prohibited from using funds awarded pursuant to this section to displace school district after-school funding in existence as of the effective date of this article." We have several after-school programs—which rely on school district (general fund) revenue, federal and/or state grant funding, or some combination thereof—which we may not be able to sustain in the absence of new ESD/SVP funding. Are we prohibited from using ESD/SVP funds to ensure their continuance, or does this pertain only to after-school programs funded with school district (or general fund) dollars?

Eligible applicants shall be prohibited from using ESD/SVP funds to displace existing after school funding. (Education Law, Article 55, § 2814(1))

141. A group of rural districts are considering applying as a consortium. Some of the districts are on Appendix J, some are not. Are we correct in reading (under “eligibility”) on page 4 that as long as at least 50% of participating districts appear on Appendix J, ours will be considered a priority application?

Yes. In order for an applicant to be eligible for a particular priority, at least 50% of the districts included in the application must be on one of the lists for that priority.

142. Page 7 of the RFP mentions “unallowable” items can’t be included in the budget; is there a list of such items?

Unallowable costs are those expenditures that are not appropriate, reasonable, or necessary to support the project activities and goals. Specific examples of unallowable costs include, but are not limited to, rewards and incentives, participant stipends, staff or participant uniforms or shirts (except for safety purposes), major remodeling, purchasing a vehicle, funding for staff time outside the approved schedule, funding events/activities for non-ESD/SVP participants, and/or absorbing 100% of costs for supplies/equipment shared by non-ESD/SVP programs.

143. What is a “school usage fee,” described on page 9 of the RFP? In a consortium, can we pay each district a “school usage fee” without contradicting the restriction on giving sub-grants to consortium partners?

School usage fees are fees charged by schools for use of their facilities. If a school that houses a program site charges a school usage fee, it is allowable to budget for that expense, so long as the expense is appropriate, reasonable and necessary to support the project activities and goals.

144. The first column of Appendix H asks for “# of need”; is that referring to the top of page 24 of the RFP, the School Climate and Culture Survey Data (#1) and the VADIR Data (#2)?

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Applicants should use the first column of Appendix H to number the needs they identified as part of Section 1: Need for Program in the narrative. (Page 23-24 of the RFP)

145. Can a single Community School apply for the Extended School Day/School Violence Prevention Program?

Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. An applicant may propose to serve a single school within a district. The school district superintendent's signature is required on the Appendix F: Collaborating School District/Agency Statement of Commitment and recommended on the Sample Partnership Agreement.

146. As a New York City Public High School, should we be applying directly for this grant or is the Department of Education applying for the money and then there will be an internal DOE request for funds?

Public school districts and not-for-profit organizations working in collaboration with a public school district(s) are eligible to apply. An applicant may propose to serve a single school within a district. The school district superintendent's signature is required on the Appendix F: Collaborating School District/Agency Statement of Commitment and recommended on the Sample Partnership Agreement. You may wish to contact your community school district grants manager for further guidance.

147. If we partner with a NYC district and a LI district, does that require two separate grant applications?

Yes. Funds will be allocated to each geographic area as follows: 55% to New York City; 15% to the big four cities of Buffalo, Rochester, Syracuse and Yonkers; and 30% to the Rest of the State; therefore, applications must propose to serve schools in only one geographic area.

148. Our district has four school buildings, which are grade specific (K-2, 3-5, 6-8 and 9-12). May we submit four distinct applications (one for each building), recognizing that the total possible award would be \$1,200,000?

Yes. Each application may include a request for an annual grant award of a maximum of \$350,000. Agencies applying for multiple grants will be limited to a maximum annual award of \$1.2 million, in any one geographical region.

149. What is the distinct use and purpose of Appendix E? Of the Partnership Agreement?

The Appendix E: Collaborating Agency/School District Form is a list of the collaborating agencies and school districts and contact information for each. The Partnership Agreement outlines the specific roles and responsibilities of each partner.

150. Is Appendix E only submitted only for a consortium?

No. The Appendix E: Collaborating Agency/School District Form is required for all applicants. If a school district is applying without a partner, please indicate on the form.

151. If an applicant is applying for an ESD and SVP program does the SVP program have to be housed at a school? Can the SVP program operate from a facility outside of participating schools?

ESD and SVP programs may take place at participating schools or other facilities.

152. Can the program be renamed? Ex. (STEP Extended School Day Program)

Yes. Applicants may develop a name for their program.

153. Does existing programs that are applying able to operate on same days as the original program or need to operate on subsequent days?

Yes, applicants may operate on the same days. Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)).

154. Of a school currently is running a small after school program that parents are paying for, would it be disqualified from applying for ESD/SVP funding to expand the program and make it free to families? Because parents are paying tuition, children whose families are unable to afford the tuition currently are unable to participate in the program. The district would like to replace the fee-based after school program with an ESD-funded program that is free to all participants and not charge tuition at all. This will enable the district to serve more students with more robust programming. We are unsure, however, whether or not this would be considered budgetary "supplanting."

Yes, applicants may propose the replacement of a fee-based after-school program with an ESD program. This would not be considered supplanting.

155. If replacing a tuition-based program as described above with an ESD-funded program is considered supplanting, would a district be able to submit an ESD proposal for a new program that would operate alongside the tuition-based program? Can we give parents a choice of enrolling their children in one program or the other?

Yes, an applicant could propose to offer an ESD-funded program alongside a fee-based program and allow care-givers the choice to enroll children in either program.

156. Is the scoring rubric available for this competition?

No; however, guidance on scoring is provided in section XIX of the RFP “Application Review and Rating Process.”

157. Can a school district apply for a grant and can a not-for-profit apply for a separate grant serving the same school district? Can we do this if one applies of a ESD and the other applies for SVP?

Yes. It is allowable for a district to apply for the SVP and a non-profit to apply for the ESD program. If multiple applications to serve the same cohort of students in a single school in an Extended School Day program are received, only the highest ranked application will be funded.

158. Can grant funded personnel provide professional development training to non-funded personnel and would that be included in the 5% cap for professional development?

The 5% PD cap pertains to staff professional development (PD) outside of what the district PD or non-profit agency offers. The cap is the amount of dollars that a project allocates to send staff to PD or conferences.

**159. For example, if the project director provides de-escalation training to district staff would that be counted in the 5% professional development cap?
Or, can a certified consultant be paid out of the grant to train district staff in such areas as appropriate use of restraints and will this be included in the 5% professional development cap?**

The SVP portion of the grant speaks to training to school staff and students in violence prevention and does not have a cap to deliver services or programming. Delivery of such programs can be from an outside agency charged to code 40 purchase services
Page 25, section 2B

160. Does the project director mentioned in the grant need to be full-time?

No. Please refer to the Project Staffing and Management section located on page 26 of the RFP. It is the decision of each individual applicant to define the role and scope of designated positions.

161. Can School Violence Prevention (SVP) programming be provided in non-school setting, such as a community center that serves students from multiple neighborhood schools? The RFP states that Extended School Day programming can be provided in non-school settings (also confirming this is correct) but does not state whether School Violence Prevention programming can be provided in non-school settings.

SVP programming may occur at school districts or other local sites.

OTHER:

162. Is the project director considered the multi-site director and the assistant director the site director?

Please refer to the Project Staffing and Management section located on page 26 of the RFP. It is the decision of each individual applicant to define the role and scope of designated positions.

163. Can the executive director also function as the program director?

Yes. Please refer to the Project Staffing and Management section located on page 26 of the RFP. It is the decision of each individual applicant to define the role and scope of designated positions.

164. I see that the RFP proposes a five year contract. Will this program *replace* the 21st Century Community Learning Center programs? Or, will there also be an RFP eventually for those programs?

This program does not replace 21st Century Community Learning center programs, eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Each grant funded program has unique guidelines and requirements.

165. Please clarify the distinction between a site coordinator, assistant director and program director.

Please refer to the Project Staffing and Management section located on page 26 of the RFP last paragraph starting with “The Project Director.” It is the decision of each individual applicant to define the role and scope of designated positions.

The Project Director should have a minimum of a bachelor’s degree with 3-5 years of program administration & management experience, experience in fiscal management and budgetary oversight, and experience working with extended school day and violence prevention programming. The Assistant Director or Coordinator should have a minimum of 1-3 years of program administration & management experience as well as experience working with extended school day and violence prevention programming.

166. What is your definition of a not-for-profit organization?

A not-for-profit organization for the purposes of this grant is an organization incorporated under the not-for-profit corporation law or similar statute. Charter schools are not eligible to apply.

167. Page 24 of the RFP mentions a publically published “School Climate and Culture Survey Data” report; where can this information/report be found?

The school climate and culture survey referenced on page 24 of the RFP does not refer to a specific survey. A variety of survey models are available, or applicants may choose to develop their own.

168. Has NYSED identified a database that programs will be required to use?

No. NYSED has not identified a database that programs will be required to use.

169. Does our agency need to pay to have an Fluid Review account to access the portal and the RFP?

No. There is no cost for applicants to use the FluidReview submission portal.

170. What does “2For ESD applicants” mean on page 5? Is this a typo? How should the sentence correctly read if a typo?

This is a typo. It should read “For ESD applicants.”

171. What counts as a safe corridor?

A safe corridor initiative could include, e.g., a program to provide adult supervision of heavily trafficked and/or dangerous walking routes between a school and area neighborhoods.

172. Does transportation count as a safe corridor?

Transportation does not inherently constitute a safe corridor program; however, a program to improve the safety of transportation along a particular route could constitute a safe corridor program.

173. Please clarify the relationship, if any, between the Extended School Day/School Violence Prevention Program and the 21st Century Community Learning Centers Program. Does the 2016-2012 Extended School Day/School Violence Prevention Program replace or supersede the 21st Century CCLC program? Does NYSED anticipate releasing an RFP for a new round of 21st Century Community Learning Centers grants (Round 7)?

The ESD/SVP grant program does not replace or supersede the 21st CCLC grant program. Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Each grant funded program has unique guidelines and requirements. Applicants are responsible for developing a program that will meet the requirements of the Extended School Day/School Violence Prevention grant program. There is no new information regarding Round 7 of the 21st Century Community Learning Centers grant.

174. School districts shall be prohibited from using funds awarded pursuant to this section to displace school district after-school funding in existence as of the effective date of this article. Could funds be used to enhance an existing after-school program that is funded separately?

Eligible applicants shall be prohibited from using ESD/SVP funds to displace after school funding in existence (Education Law, Article 55, § 2814(1)). Each grant funded program has unique guidelines and requirements. Applicants are responsible for developing a program that will meet the requirements of the Extended School Day/School Violence Prevention grant program.