



TOM TORLAKSON
State Superintendent
of Public Instruction

21st Century Community Learning Center Webinar

Session 1: 10:00 am – 12:00 pm

After School Safety and Enrichment for
Teens (ASSETs) Program

Session 2: 1:00 pm – 3:00 pm

21st Century Community Learning Center
(21st CCLC) Elementary/Middle and
Junior High Program



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Request for Application (RFA) Information Session

California's 21st Century
Community
Learning Centers (CCLC),

High School After School Safety
and Enrichment for Teens
(ASSETs) Program
2012-13 - Cohort 7



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Agenda

- Critical Dates
- Overview
- Application Process
 - Core Application Narrative
 - Rubric for Core Grant Funding
 - Attachments, Letters of Agreement and Memorandums of Understanding
 - Scoring Process
 - Application Package Checklist
 - Optional Grants
- Application Review and Grant Award Process
- The Application
- Regional Lead and CDE resource



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I. Critical Dates



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Critical Dates

- **ASSETS Grant Application**
 - RFA Released by CDE October 7, 2011
 - Webinar October 21, 2011
 - Intent to Apply submission October 28, 2011
 - RFA Due to CDE, by 5 p.m. December 9, 2011
- **Readers' Conference** February 13-17, 2012
- **Initial Notification of Proposed Grantees** April 10, 2012
- **Appeals due** April 20, 2012
- **Final Awards Announcement** June 1, 2012



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II. Overview



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ASSETs Program Purposes

Focuses services on academic achievement by:

- Providing academic assistance and educational enrichment activities
- Assist students in passing CAHSEE.
- Providing literacy and related educational development services as needed for adult family members of students served



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Who May Apply?

- **Local education agencies (LEAs)**
- **Public or private entities**
 - Nonprofit agencies
 - City and county government agencies
 - State colleges and universities
 - Community-based and faith-based organizations
 - Private entities, including private schools
 - For-profit organizations
 - Charter Schools
- **Consortia of two or more of the above**



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Who May Apply?

(continued)

- **An eligible school may be included in only one application**
 - Approval and signatures of each school principal and Local Education Agency (LEA) superintendent are required for all public schools
- **More than one eligible school may be included in an application**



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Who May Apply? (continued)

- **Current ASSETs program grantees may compete for funds to:**
 - Expand program services to additional eligible high schools that have not been previously funded and/or to increase to the legislative maximum of \$250,000 per school.
- **Currently funded ASSETs program grantees that are about expire in 2012 (Cohort 4) are eligible to apply to continue funding the programs**



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Funding Eligibility

The CDE will provide ASSETs grant awards only to quality applications that primarily serve students from schools that meet one or both of the following:

- High schools eligible for Title I School-wide programs (applies to applications serving **public** high schools)
- High schools that serve a high percentage (40% or more) students from low-income families (applies to applications serving **private** high schools)



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Title I Schoolwide Programs

- Public schools in which at least 40 percent of students qualify to receive Free or Reduced Price Meals (FRPM).
- To verify that a public high school meets the FRPM criteria to the CDE DataQuest Web page at <http://data1.cde.ca.gov/dataquest>



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Private Schools

- Private schools are not eligible for designation as a Title I Schoolwide Program
- To satisfy funding eligibility criteria, a private school must serve a high percentage of students (at least 40 percent) from low-income families.



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Faith-Based Organizations

- Faith-Based Organizations (FBO) may apply for the ASSETs grant.
- Funds must be used solely for the purpose of the grant
- Funding cannot be used to support religious practices
- Must serve a high percentage of students (at least 40 percent) from low-income families



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Current Grantees

May compete for funds to:

- Expand program services to add other eligible high schools.
- Increase funding levels at existing sites up to the legislative maximum of \$250,000 per school.
- Continue a program that is expiring in 2012.



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Public Notice

- Applicants must provide notice to the community to be served by the ASSETs program of its intent to submit an application.



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Cohort 7 Funding Available

- An estimated \$30 million allocated for the fiscal year (FY) 2012-13
- Grantees will receive five one-year grants (subject to continued good standing and performance)
- Each year's funding depends on availability of federal funds



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Grant Award Amounts

- The minimum grant award is \$50,000 per year for each application.
- There is no maximum grant award per application (requested amounts will vary depending upon the number of schools included in the application).
- The maximum cap **per high school** is \$250,000 per year.
- The per student per day cost should not exceed \$10 (otherwise a cost justification must be included with the application narrative).



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Optional Grants Available

Two additional grants are available on a competitive and limited basis:

- Equitable Access
 - Up to \$25K per school per year
 - To facilitate equitable access to and participation in programs
- Family Literacy
 - Up to \$20K per school per year
 - Provide literacy services to support the adult family members of the pupils in the ASSETs program



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III. Application Process



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Consultation With Private Schools

All applicants, prior to submitting the application to CDE, must consult with officials from private high schools that:

- Meet the funding eligibility criteria
- Are located in the geographic area the applicant proposes to serve

Submit with application the signed assurance and a one page narrative as evidence of the required consultation with private schools.



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Formatting Requirements

- Applicants must submit a narrative of no more than 10 pages.
- Each grant application should consist of a narrative, a forms packet, and an assurance packet.
- Submit grant package in the same order as the checklist and separate sections as indicated.



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APPLICATION SUBMISSION

- Applicants are encouraged to submit an Intent to Apply form
- Applicants are required to apply online and submit hard copies to the CDE.
- Applicants are strongly advised to read through the application packet



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Intent To Apply

- Interested applicants are strongly advised to read through the application packet
- The Intent to Apply form should be submitted by email by October 28 to afterschool@cde.ca.gov
- No penalty for not submitting an Intent to Apply form



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Online Application Process



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IV. Core Application Narrative



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Core Application Narrative

- All applicants are evaluated and held to the same standard according to the scoring rubric
- Applicants serving private school students need to show comparable alternative measures and data elements



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Core Application Narrative

Includes the following:

- A. Community Needs Assessment (2 pages)
- B. Program Elements (2 pages)
- C. Description of Collaboration or Partnerships (2 pages)
- D. Youth Involvement and Leadership (1 page)
- E. Program Administration (2 pages)
- F. Sustainability Plan (1 page)
- G. Capacity for Effective Evaluation (2 pages)
- H. Per Student Cost Justification (if needed, 1 page)
- I. Priority for Funding



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Community Needs Assessment

- Describe the process by which the needs and strengths of the community was assessed.
- Charts and tables may be used to represent data in addition to the narrative.



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Program Elements

Following are the program elements for the ASSETs program:

- **Academic Assistance**
- **Enrichment**
- **Family Literacy Services**
- **Nutritional Snack**
- **Physical Activity**



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Program Elements

- Describe activities that will be implemented to address each program element
- Indicate how the elements are supported by scientifically-based research, where appropriate
- Explain how activities will meet the assessed needs.



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Academic Assistance

Required items for Academic Assistance (must include at least one of the following):

- Preparation for the California High School Exit Exam (CAHSEE)
- Homework assistance for course requirements
- College preparation and information about the Cal Grant program
- Tutoring for skill development/ improvement and academic growth



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Academic Assistance

Optional items may include but are not limited to the following activities:

- Reading/Language Arts
- Mathematics and science education
- Mentoring programs
- Language skills for ELL
- Technology education



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Enrichment

- Offer participating students a broad array of additional services and programs.
- Provide activities that are designed to reinforce 21st Century Learning Skills
http://www.p21.org/index.php?option=com_content&task=view&id=254&Itemid=120
- Activities should complement and coordinate with the student's regular academic program.



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Enrichment

Enrichment activities may include, but are not limited to:

- Community service
- Career technical education
- Job readiness
- Mentoring opportunities
- Tutoring for younger students
- Service-learning
- Fine arts and music
- Computer and career-technology training
- Physical fitness
- Character education



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Family Literacy and Educational Services

- The program assesses the need for family literacy services for adult family members of students.
- All programs must at a minimum, either refer families to existing services or coordinate with local service providers to deliver literacy and educational development services.



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Nutritional Snack

- A nutritional snack must be served each day the after school program operates.
- All snacks are required to meet requirements that comply with California Education Code



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Physical Activity

- A physical activity element must be included each day the program is in operation.
- Provide information on the kinds of activities that will be incorporated.
- Include the use of the California After School Physical Activity Guidelines.



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Description of Collaboration or Partnerships

Local collaborative partners include, but are not limited to:

- Parents, pupils, and representatives of participating public schools
- Government agencies
- Community organizations
- The private sector

All entities applying for ASSETs program funds must collaborate with the high schools to be served and the associated LEA(s).



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Youth Involvement and Leadership

- Describe how youth were involved in the design of the after school program.
- Include information about the ongoing involvement of youth with regards to the program.
- Provide opportunities for relationship building between youth and adults to promote meaningful engagement.



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Program Administration

- Provide plans for establishing and managing the ASSETs program
- Include both grant management and programmatic experience in the following:
 - Dissemination about the program
 - Provision of a safe physical and emotional environment
 - Assessment of strengths and needs of staff
 - Recruiting, retaining and professional development of staff



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Program Administration

- Ensure equitable access for students, teachers, and program participants with special needs
- Recruitment of students, especially students at risk or need of academic support
- Plans to provide access to computers and technology.

Note: ASSETs funds are to supplement, not supplant existing services



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Sustainability Plan

- Describe the Sustainability Plan created by the local collaborative for continuing the ASSETs program beyond the five year grant funding.
- Describe the contributions that each partner will make and the associated time frames for securing each investment.



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Capacity for Effective Evaluation

1. Data Collection

- A plan is provided for acquiring and reporting all required evaluation data to the CDE.
- A person is identified to be responsible for data collection and analysis.
- Private schools must provide alternative methods

Note: Program grantee may expend up to 6% or \$7,500, whichever is greater to collect data for evaluation and reports to CDE.



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Capacity for Effective Evaluation

2. Program Effectiveness and Use of Data

- STAR program test scores in English-language arts and mathematics
- Positive behavioral changes
- Pupil performance on the high school exit exam and graduation rates
- Homework completion rates
- Skill development



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Capacity for Effective Evaluation

3. Program Improvement and use of Data

Describe how data is used to inform and strengthen the program.

4. Awareness of Results

Publicize and make available evaluation results.



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Per-Student Cost Justification

- Average cost per student in the ASSETS program shall not exceed \$10 per day.
- If costs exceed \$10 per student per day, provide a detailed justification.



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Priority For Funding

Priority for funding shall be given to programs that:

1. Serve students attending high schools with an API score in the lowest 3 deciles or are in Program Improvement (PI)
2. Replace an expiring grant (unless the grantee receives a reduction in 2011-12)
3. Expand an existing grant (unless the grantee receives a reduction in 2011-12)

Note: To apply for priority funding, check the appropriate boxes on the application cover page.



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Priority For Funding

District Application

Schools	Reader's Score	Expiring 5 points	Expanding 5 points	Total
A	80	5		85
B	80		5	85
C	80	5		85
D	80			80
E	80			80



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V. Rubric for Core Grant Funding



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Rubric for Core Grant Funding

The rubric will address the following sections:

- A. Community Needs Assessment (2 pages)
- B. Program Elements (2 pages)
- C. Description of Collaboration or Partnerships (2 pages)
- D. Youth Involvement and Leadership (1 page)
- E. Program Administration (2 pages)
- F. Sustainability Plan (1 page)
- G. Capacity for Effective Evaluation (2 pages)
- H. Per Student Cost Justification (if needed, 1 page)



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VI. Attachments, Letters of Agreement, and MOU's



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Attachments, Letters of Agreement, and MOU's

- Should not be a continuation of the narrative.
- Attachments: Limited to 10 pages.
- Letter of Agreement and MOUs:
 - Not included in the 10 page limit.
 - MOUs should describe the specific commitment of staff, services, facilities, equipment, and time in the delivery of services and/or resources.
 - MOUs must be provided for paid services; Letters of Agreement for unpaid services.



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Attachments

- Should not be a continuation of the narrative.
- Attachments: Limited to 10 pages.
- Letter of Agreement and MOUs:
 - Not included in the 10 page limit.
 - MOUs should describe the specific commitment of staff, services, facilities, equipment, and time in the delivery of services and/or resources.
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Justification for Priority Funding

- Check the appropriate boxes on the Cover Page if the application satisfies the competitive priority.
- Provide original signatures of the appropriate executive authorities on the Signatures/Approvals form.



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VII. Scoring Process



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Scoring Process

- Applications will be read by two or more readers.
- The rubric will be used to determine if the application sufficiently meets the requirements of the 21st CCLC programs.
- The highest quality applications will be funded in descending order of their final scores (highest to lowest).
- If applications have a tie score and funding is limited, schools within the application will be assessed by PI status and percent FRPM.



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ASSETs Grant Budget and Budget Narrative

- Budget must support program narrative.
- Staff, time base, salary.
- Services, activities within each element of the ASSETs program.
- Collaborative contributions.



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VII. Application Package Checklist



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IX. Optional Equitable Access Grant



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Optional Equitable Access Grant

- Purpose: To assist programs in providing students with increased access to, and participation in, programs
- Available on a limited, competitive basis



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Optional Equitable Access Grant

How to apply

- **Narrative**
- **Budget and Budget Narrative**
- **Rubric**
- **Assurances**



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X. Optional Family Literacy Grant



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Optional Family Literacy Grant

- **Purpose: To provide family literacy services to adult family members of students in the 21st CCLC program**
- **Available on a limited, competitive basis**



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Optional Family Literacy Grant

- **How to apply**
 - **Narrative**
 - **Budget and Budget Narrative**
 - **Rubric**
 - **Assurances**



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Resource Information

CDE After School Division Consultants

Phone: (916) 319-0923

E-mail: afterschool@cde.ca.gov

Regional Leads for After School

<http://www.cde.ca.gov/ls/ba/cp>

Recording of 21st CCLC Webinar

<http://www.afterschoolnetwork.org/>