

21st CCLC RFP Mandatory Pre-Proposal Conference

WELCOME...

Once you've entered the Zoom meeting - in the chat box

1. Type the agency name that will be submitting a 21st CCLC proposal
2. Type the full name of the representative participating in the Zoom meeting

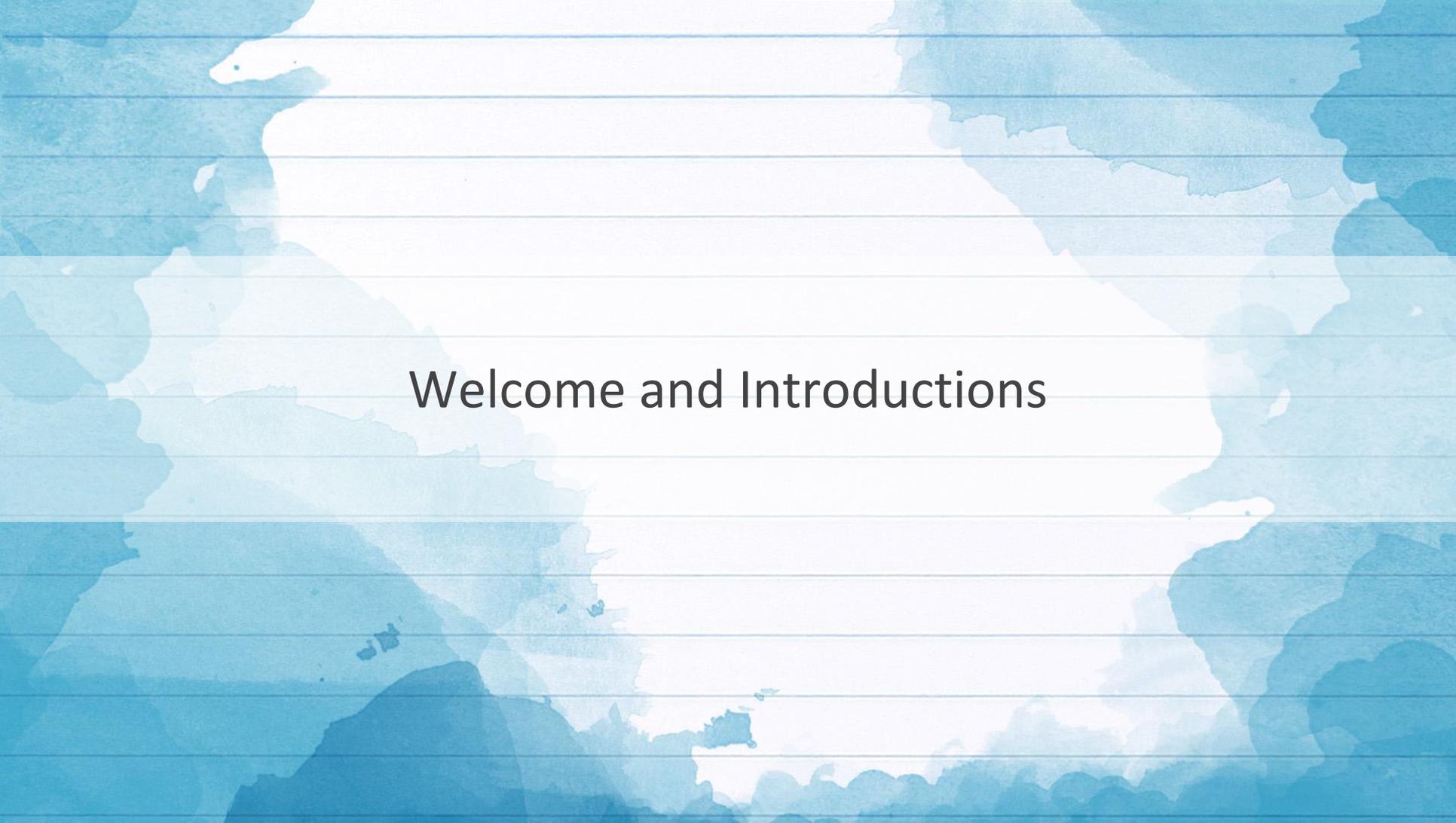
Blackout Period - All RFPs have a blackout period. The blackout period is a specified period of time during a competitive sealed procurement process in which any proposer, bidder, or its agent or representative is prohibited from communicating about the affected procurement with any state employee or contractor of the State involved in any step in the procurement process. The blackout period begins upon the posting of the solicitation and will end when the contract is awarded by BESE.

Louisiana Believes

**21st Century Community Learning Center (CCLC)
Pre-Proposal Conference
April 2019**

Agenda

- Welcome and Introductions
- Housekeeping
 - Pre-Proposal Conference Questions - Section 1.13.1, p. 16
- RFP Overview
 - Part I - Administrative and General Information
 - Part II - Scope of Work/Services
 - Part III - Evaluation
 - Part IV - Performance Standards
 - Attachments
 - Budget Forms
 - Questions

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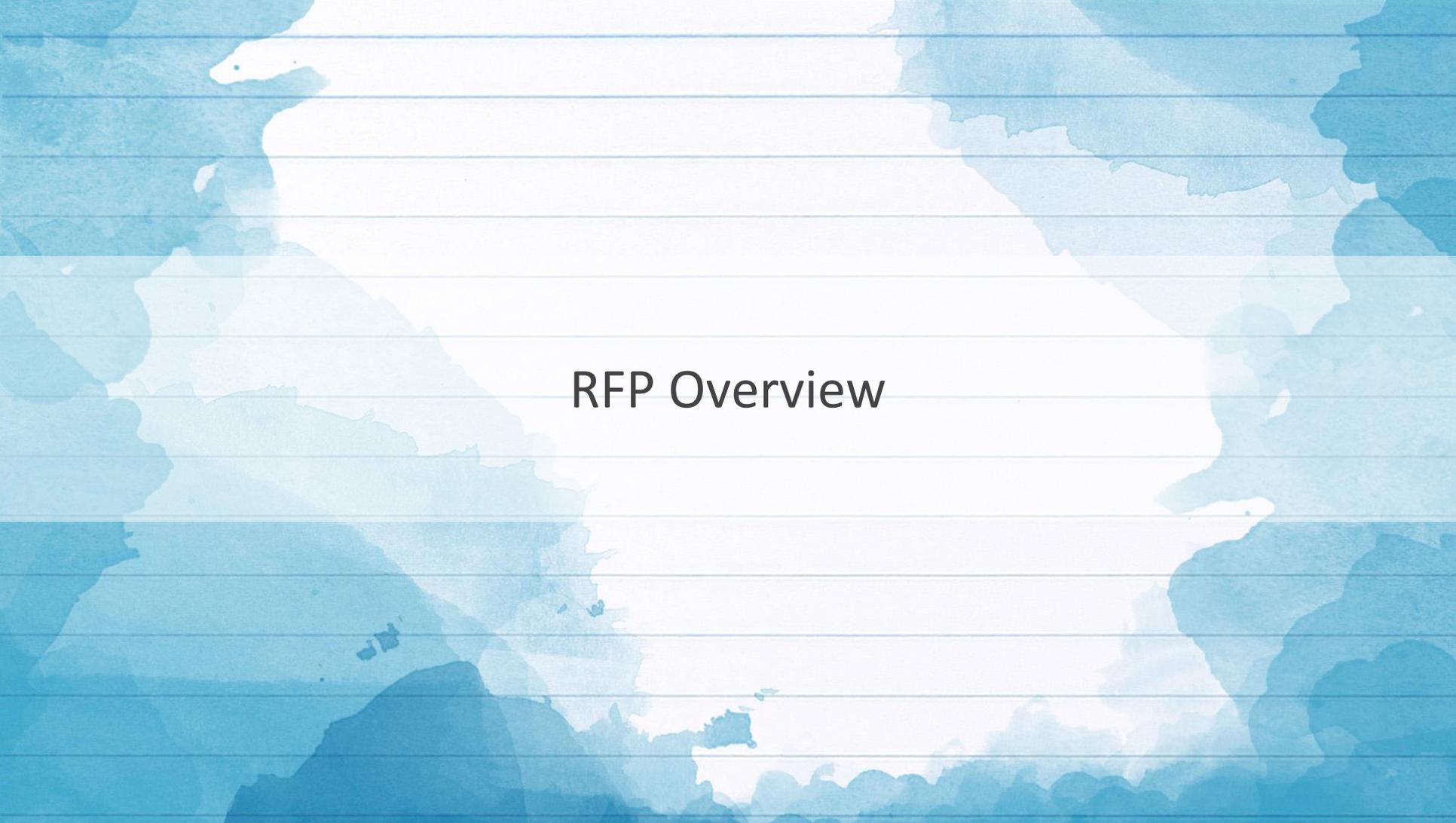
Welcome and Introductions

Housekeeping

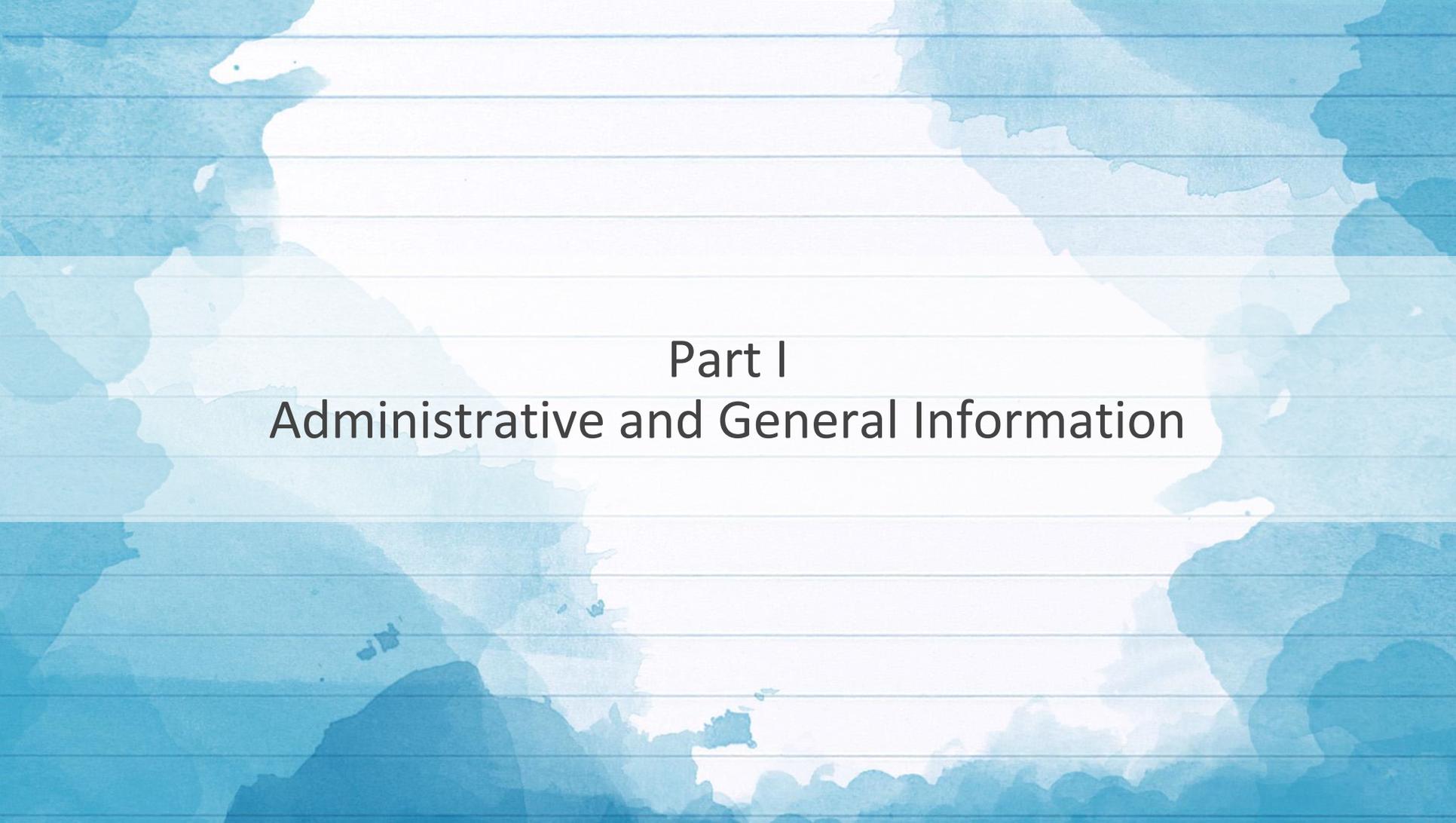
Pre-proposal Conference Questions

- Section 1.13.1 - page 16

Although impromptu questions will be permitted and spontaneous answers will be provided during the pre-proposal conference, the only official answer or position of the State will be stated in writing in response to written questions. Potential Applicants should submit all questions in writing even if an answer has already been given to an oral question.

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RFP Overview



Part I
Administrative and General Information

Purpose of the 21st CCLC RFP

The purpose of this Request for Proposal (RFP) is to obtain competitive proposals from qualified applicants who are interested in establishing a 21st Century Community Learning Center (21st CCLC).

21st CCLC Background

The 21st CCLC program was amended by Congress as Title IV, Part B of the Elementary and Secondary Education Act (ESEA), the Every Student Succeeds Act (ESSA) of 2015.

The purpose of this program is to provide opportunities for communities to establish or expand activities in community learning centers that:

- Provide opportunities for academic enrichment, including providing tutorial services to help students, particularly students who attend low-performing schools;
- Offer students a broad array of additional services, programs and activities, such as youth development activities, service learning, nutrition and health education, drug and violence prevention programs, counseling programs, arts, etc.; and
- Offer families of students served by community learning centers opportunities for active and meaningful engagement in their children's education, including opportunities for literacy and related educational development.

Schedule of Events

<u>Event</u>	<u>Date</u>
Public Release of RFP and post to LaPac	April 8, 2019
Mandatory Pre-proposal Conferences (Participation in one (1) is required)	April 11, 2019 - 2:00pm – 4:00pm April 12, 2019 - 9:30am – 11:30am April 15, 2019 - 2:00pm – 4:00pm
Deadline for receipt of written inquiries	April 16, 2019
Deadline to answer written inquiries	April 23, 2019
Deadline for receipt of proposals	May 8, 2019 no later than 2:00pm CST
Application Review Period	May 2019 – July 2019
DOA Review Period, Notice of Intent to award announcement, and 14-day protest period begins, on or about	July 2019 - August 2019

RFP Location

The RFP is available in PDF format:

<https://wwwcfprd.doa.louisiana.gov/osp/lapac/pubMain.cfm>

The RFP is available in Word format:

https://www.louisianabelieves.com/docs/default-source/family-support-toolbox-resources/l-a-21st-cclc-rfp-c10-final.docx?sfvrsn=dbf29f1f_4

Proposal Submission

- Proposal Checklist - page 77
- The proposal must be received by the RFP Coordinator on or before the date and time specified in the Schedule of Events.
- FAX or e-mail submissions shall not be acceptable.
- Applicants mailing their proposals should allow sufficient mail delivery time to ensure receipt of their proposal by the time specified. The proposal package must be labeled with the name and number of the RFP on the package for identification purposes and delivered at the Proposer's expense.
- If you are hand-delivering your application, please allow at minimum 30 to 60 minutes for building security checks. You will need to present a photo ID to the guard station in the lobby for entrance.

Proposal Submission

Number of Copies of Proposals

1. Two (2) fully complete originals signed proposals in blue ink (no staple, binders, etc.) **Label this original as 21st CCLC19-Original.**
2. One (1) electronic copy of the original signed proposal on a USB flash drive. **Label this copy as 21st CCLC19 original electronic copy.**
3. Four (4) anonymized/blind electronic copies on four (4) individual USB flash drives. Anonymized copies must be completely redacted electronically. Failure to do so will deem the application ineligible and it will not be reviewed. Please review these copies before submitting to ensure **all identifying information is redacted.** **Label anonymized/blind copies as 21st CCLC19 blind copy #1, #2, #3 and #4.** Examples of redacted information are outlined below.

Examples

- a. XXXXXXXXX has more than 17 years of experience providing after-school academic services to more than 130 schools across the country.
- b. [REDACTED] has more than 17 years of experience providing after-school academic services to more than 130 schools across the country.

Eligibility Qualifications

- Local educational agencies (LEA), community-based organizations, faith-based organizations, other public or private entities, or a consortia of such agencies, organizations, or entities shall be eligible to receive funds to provide services to low-income students and their families.
- Individual public schools shall not submit a proposal. They must apply through an LEA or other eligible entities and will be funded in only one contract.
- Public charter schools must apply for 21st CCLC funding under their 501©3 non-profit. Public charter schools that operate multiple LEAs will be funded in only one contract. Proposals must be submitted by a lead proposer which, if awarded a contract, will become the prime contractor.

Veteran and Hudson Initiative Programs

- The State of Louisiana Veteran and Hudson Initiatives are designed to provide additional opportunities for Louisiana-based small entrepreneurships (sometimes referred to as LaVet's and SE's respectively) to participate in contracting and procurement with the State.
- A certified Veteran-Owned and Service-Connected Disabled Veteran-Owned small entrepreneurship (LaVet) and a Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) small entrepreneurship are businesses that have been certified by the Louisiana Department of Economic Development.

Veteran and Hudson Initiative Programs

- Up to twelve (12) percent of the total evaluation points on this RFP are reserved for proposers who are:
 - themselves a certified Veteran or Hudson Initiative participant; or
 - who will engage the participation of one or more certified Veteran or Hudson Initiative participant.
 - See page 90 - Veteran/Hudson Initiative Form

Blackout Period

- The blackout period is a specified period of time during a competitive sealed procurement process in which any proposer, bidder, or its agent or representative is prohibited from communicating about the affected procurement with any state employee or contractor of the State involved in any step in the procurement process.
- The blackout period begins upon the posting of the solicitation and will end when the contract is awarded by BESE.

Proposer Inquiries

Inquiries: Written inquiries must be received by April 16, 2019 no later than 2:00 pm CST as specified in the Schedule of Events.

Responses: Official responses to all questions submitted by potential applicants will be posted by April 23, 2019.

Inquiries: Must be received by e-mail at: RFP_LDE@la.gov

Proposal Information

Proposal Rejection

Issuance of this RFP in no way shall constitute a commitment by the State to award a contract. The State shall reserve the right to accept or reject, in whole or part, all proposals submitted and/or cancel this RFP if it is determined to be in the State's best interest.

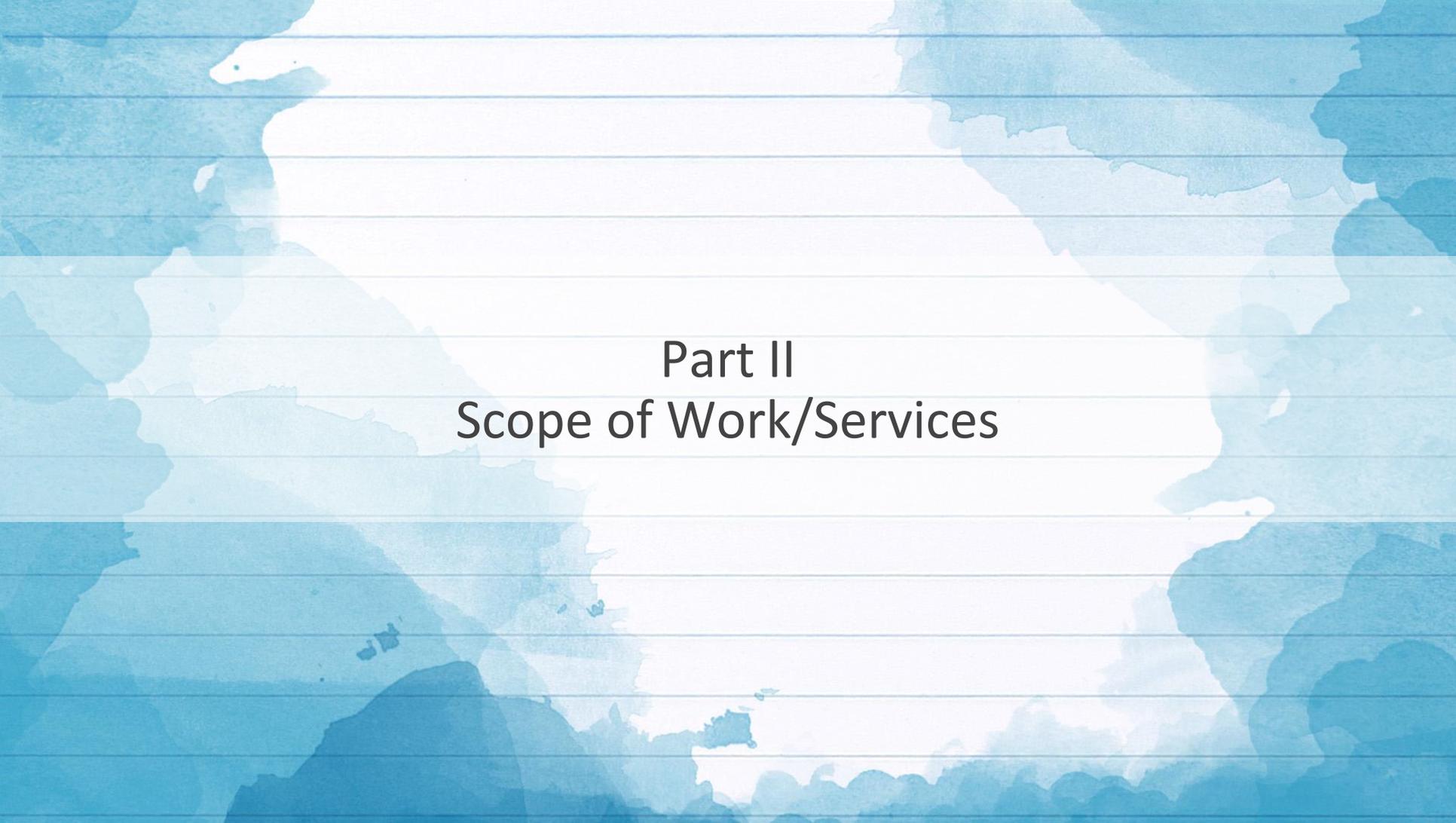
Ownership of Proposal

All materials submitted in response to this RFP shall become the property of the State. Selection or rejection of a proposal shall not affect this right.

Proposal Information

Cost of Offer Preparation

The State shall not be liable for any costs incurred by applicants prior to issuance of or entering into a contract. Costs associated with developing the proposal, preparing for oral presentations, and any other expenses incurred by the Proposer in responding to this RFP shall be entirely the responsibility of the Proposer and shall not be reimbursed in any manner



Part II

Scope of Work/Services

21st CCLC Scope of Work

Eligible Applicants

Any public or private organization that meets the eligibility requirements can apply for 21st CCLC funding. This includes local educational agencies (LEA), community-based organizations, Indian tribe or tribal organization, another public or private entity, or a consortium of 2 or more such agencies, organizations, or entities shall be eligible to receive funds to provide services to low-income students and their families.

All applicants must target students who primarily attend schools eligible for Title I schoolwide programs under section 1114 of ESSA and the families of such students.

21st CCLC Scope of Work

To be eligible for this grant, at least 70 percent of the students an applicant is proposing to serve must:

1. attend schools implementing comprehensive supports and improvement activities or targeted support and improvement activities under section 1111 (d) of ESSA or other schools determined by the local educational agency to be in need of intervention and support to improve student academic achievement and other outcomes; and

21st CCLC Scope of Work con't...

2. be students who may be at risk for academic failure, dropping out of school, involvement in criminal or delinquent activities, or who lack strong positive role models.

Applicants should refer to the list of Louisiana [CIR or UIR](#) schools that meet eligibility requirements.

Funding Methodology

- The total funding to be released for this RFP is approximately \$17 million, contingent on Louisiana's Federal Award for quality applications to operate a 21st CCLC program within the State of Louisiana.
- Applicants may request funds ranging from a minimum of \$50,000 to a maximum \$800,000 annually.
- Requests for funding should be based upon a maximum per pupil cost of \$1500

Required Staffing

Applicants must budget salary for three (3) required staff positions:

1. **Full Time Project Director** - one (1) dedicated full-time project director qualified to manage day-to-day and overall operations; ensure compliance with all grant requirements; and lead the program through a process of continuous improvement.
2. **Education Liaison** - (hours not to exceed thirty (30) per week) - one dedicated person qualified to manage all of the academic components of the program.
3. **Site Coordinators** - (hours not to exceed one (1) hour prior to programming and one (1) hour after programming) - one (1) dedicated person for each site qualified to manage the design and implementation of all site-level activities.

Required Staffing con't...

The project director, education liaison and site coordinators positions can only be filled by one person per position. Lead teachers or administrators acting in other capacities during the school day cannot satisfy the requirements of these positions.

EXCEPTIONS: For grants that only operate one (1) site, one person may be responsible for both the project director and site coordinator responsibilities.

Types of Proposal

This information should be identified in your cover letter:

Traditional: Program activities held during non-school hours and periods when school is not in session (e.g., before school, after school, and during summer breaks). Summer programming is required for all funded 21st CCLC centers.

Or

Expanded Learning Time (ELT): Programs held during the regular school day when schools have extended the day, week, or year in which school is in session and program activities held outside of the academic calendar year and separately from any regularly scheduled summer school session.

Type of Applicants

This information should be identified in your cover letter:

New Applicants – A new applicant is defined as any group, agency, or organization that has never had a 21st CCLC program funded in Louisiana.

Or

Veteran Applicants – 21st CCLC grantees that have previously received grant funds and need support to sustain the organization's afterschool program past the original grant award.

Curriculum/Instructional Materials

Selecting and implementing a high-quality curriculum in the classroom has the biggest impact on the quality of student learning.

To do so requires the curriculum to be connected to the standards-aligned assessments students take and the training teachers receive.

When these three (3) pieces--curriculum, assessments, and professional development--work together, students are more likely to reach the expectations of the academic standard

Curriculum/Instructional Materials

In an effort to align the 21stCCLC academic component to the State's curriculum initiative, if using 21stCCLC funding to purchase curriculum and instructional materials, grantees will be required to purchase and utilize Tier 1 curriculum and instructional materials.

Instructional materials are one (1) of the most important tools educators use in the classroom to enhance student learning.

Required Minimum Hours of Programming

Traditional 21st CCLC:

Projects serving **elementary and middle school** students must operate for a minimum of (thirty) 30 weeks, eight to ten (8-10) hours per week, with a total of 240-300 hours per site.

Projects serving **high school** students must operate for a minimum of (thirty) 30 weeks, six to eight (6-8) hours per week, with a total of 180 – 240 hours per site.

Required Summer Programming – Projects must operate for a minimum of three to four (3-4) weeks, four (4) hours per day, with a total of 60 – 80 hours per site.

Expanded Learning Time

Expanded Learning Time (ELT):

ELT is the time that a LEA or school extends its normal school day, week, or year to provide additional instruction or educational programs for all students beyond the State-mandated requirements for the minimum hours in a school day, days in a school week, or days or weeks in a school year.

An applicant **may choose to submit an ELT proposal**, thus applying to use 21st CCLC funds to conduct activities during the school day in a school that previously expanded its school day, week, or year.

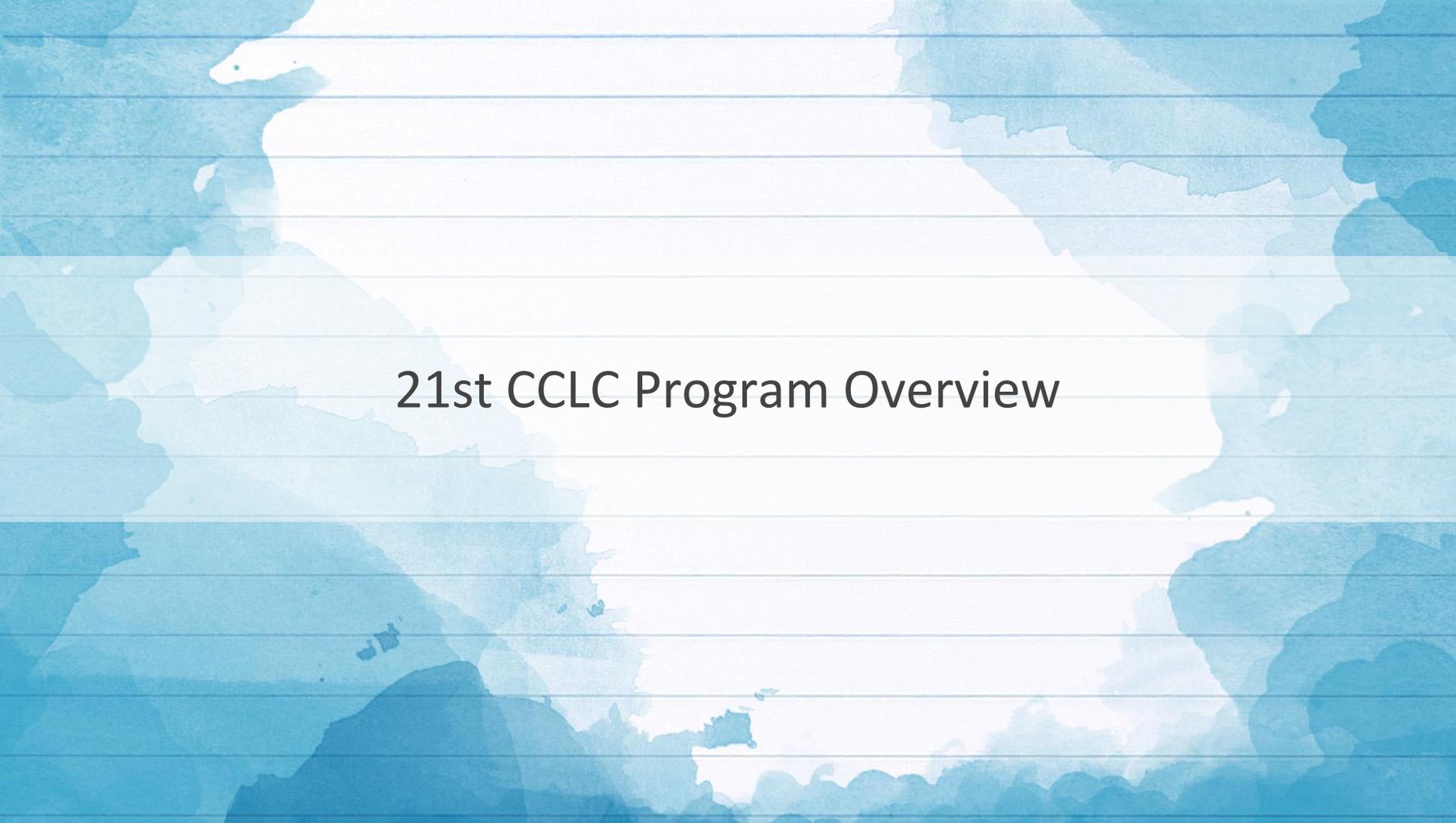
ELT applicants must submit a plan with the 21st CCLC grant application addressing the Required Components of a Comprehensive ELT Plan. (Plan Requirements page 34 of RFP)

ELT Required Minimum Hours of Programming

Expanded Learning Time (ELT):

Applicants seeking 21st CCLC funds for ELT programs must provide **ALL** students at the school with at least **300 additional program hours** before, during, or after the traditional school day programming, in accordance with the submitted Comprehensive ELT Plan, and including a 21st CCLC Summer Program.

- ELT School Year required hours – 180 hours (August – May)
- ELT Summer required hours – 120 hours (May – July)

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21st CCLC Program Overview

21st CCLC Overview - Location

- 21st Century Community Centers shall be located in elementary or secondary schools or other similarly accessible facilities.
- All 21st Century Community Learning Centers must have a designated program office space with posted hours, locations, and a master activity schedules.
- The program must have appropriate equipment, security, resources, and a clear strategy for the safe transport of students to and from the center and home. The center must meet all OSHA, ADA, and other relevant federal and state facility requirements.
- In Louisiana, background checks shall be required for all staff working with students.

21st CCLC Overview

Potential sub-grantees -

- Must make provisions for children to have nutritional snacks.
- Are strongly encouraged to establish a local 21st CCLC Advisory Focus Group composed of students, teachers, parents, community agencies and the private sector.
- Must report program data annually to the United States Department of Education 21APR system.
- Must also utilize the state's web-based tracking system which documents all activities funded under the program.
- Attend approved National and State Conference

21st CCLC Overview - Services, Programs and Activities

Each eligible organization that receives an award shall use the funds to carry out a broad array of additional services, programs, and activities, such as:

- Academic enrichment, including providing tutorial services to help students, particularly students who attend low-performing schools;
- Youth development activities;
- Service learning;
- Nutrition and health education;
- Drug and violence prevention programs;
- Counseling programs;
- Arts and music education activities; and
- Physical fitness and wellness programs.

This is not an exhaustive list.

21st CCLC Overview - Performance Measures

All Louisiana 21st CCLC programs are expected to meet or exceed at least the first two (2) participant performance measures.

Program monitoring, end-of-year reporting and future funding will focus on improving performance from year-to-year on these measures:

1. Students regularly participating in the program will meet or exceed state and local academic achievement standards in reading and math. (Required)
2. Students regularly participating in the program will show improvement in the performance measures of school attendance, classroom performance and/or reduced disciplinary referrals. (Required)
3. Participants in 21st CCLC programs will demonstrate additional positive educational, social and behavioral changes.

21st CCLC Overview - Performance Measures

Grantees are permitted to examine or compare student outcomes in a variety of ways. Methods and tools for measuring indicators (outcomes) may include:

1. comparisons of an individual students' academic records;
2. attendance and behavior before and after program participation; and
3. comparisons of program participants' achievement and behavior with that of comparison groups.

The critical end result is that applicants are expected to demonstrate how students' academic performance will be improved as a result of the high-quality academic enrichment opportunities that will be provided.

21st CCLC Overview

- Grantees must provide services that meet the federal Principles of Effectiveness; are expected to improve student achievement; are combined or coordinated with other federal, state, and local programs for the most effective use of public resources; and respond to identified community needs.
- Funding shall not supplant activities funded through the Minimum Foundation Program (MFP).
- Religious activities of any kind shall not be allowed.

21st CCLC Overview - Fiscal Manager Requirement

Grantees must hire an individual to serve as a fiscal manager/bookkeeper to ensure accurate record keeping and appropriate supporting documentation.

The fiscal manager/bookkeeper must meet one (1) of the minimum qualifications below:

MINIMUM QUALIFICATIONS (Must meet one (1) of the following)

1. A baccalaureate degree with a minimum of 24 hours of business-related courses, such as accounting, finance, or management.
2. A Certified Public Accountant licensed in Louisiana.
3. A Master's degree in Public or Business Administration.

21st CCLC Overview - Federal Requirements

The following regulations shall be applicable to Louisiana's 21st Century Community Learning Centers Program:

- The Federal Education Department's General Administrative Regulations (EDGAR) 4th Edition in The Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.

The EDGAR regulations can be found on the U.S. Department of Education's website:

<http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>.

21st CCLC Overview - Allowable Expenses

All expenditures must be consistent with applicable state and federal laws, regulations, and guidance.

- Salaries: for 21st CCLC Project Director, Education Liaison, and Site Coordinators (reasonable and in line with industry standard) tutors and paraprofessionals;
- Contractors (ex. enrichment contractors, fiscal manager, audit, etc.);
- Independent evaluator (exempt from admin cap);
- Criminal Background Checks (for all staff working directly with students);
- Supplies and materials required for the 21st CCLC program;(academic curriculum must be approved by LDOE prior to purchase)
- Computer hardware and software required for the 21st CCLC program (upon LDOE approval);

This is not an exhaustive list - see pages 40-41 of RFP

21st CCLC Overview - Use of Funds

- Project funds may not be used to supplant existing programs and/or funding.
- The supplanting provision does not prohibit federal funds from being used to continue programs where a previous federal grant has ended and other federal, state or local funds would not have been available.
- Applicants cannot duplicate services and/or target populations.

As a general rule, program funds may be used only to cover costs that: (1) comply with the approved grant application and budget; and (2) are reasonable and necessary for the proper and efficient performance and administration of the grant.

21st CCLC Overview - Use of Funds

- The budget must clearly reflect the program design (e.g., it is not sufficient to list transportation in the budget if it is not described in the program design section of the narrative).
- Grantees must budget for equipment and technology expenses in the first (2) two years of the grant. For the third and final year of the grant equipment and supply expenses must be prorated based on the percentage of use.

21st CCLC Overview - Use of Funds

A **maximum of one percent (1%)** of each 21st CCLC budget must be spent on parenting skills programs that promote parental involvement and family literacy and family engagement activities, including family engagement, parent leadership, family literacy, and parent education programs such as GED courses, English as a Second Language (ESL) courses, computer technology courses and other courses depending upon the participating parents and their needs in the community.

21st CCLC Overview - Use of Funds

- Applicants are not permitted to divest more than twenty percent (20%) of the total grant award to any single entity, including but not limited to partners, collaborators or sub-grantees.
- Applicants must maintain direct control of fifty one percent (51%) of the total grant award or more during the entire grant cycle.
- Applicants are not allowed to divest oversight of the program administration or implementation to another agency, this includes, but is not limited to, existing 21st CCLC programs and other agencies in a sub-grant process. These funds may not be used as a pass-through to another agency to operate a 21st CCLC program.

21st CCLC Overview - Fiscal Audit and Evaluation Costs

Fiscal Audit and Evaluation Costs - shall not exceed the sum total \$15,000 annually for program evaluation, and audits (\$5,000 program evaluation and \$10,000 audit).

If the the entity receives \$750,000 or more per fiscal year in federal awards, a fiscal audit shall be required.

These expenses must be approved by LDOE Staff and **will not** be noted as administrative cost in this grant.

21st CCLC Overview - Indirect Costs/Administrative Costs

- Indirect or administrative costs for school systems shall be at the fixed federal rate
- Indirect costs for private, non-profit organizations shall be no more than ten percent (10%). Upon contract approval LDOE will require documentation from the organization in order to calculate a IDC rate.
- Note - The combination of IDC and administrative cost cannot exceed twenty percent (20%).

21st CCLC Overview - Unallowable Expenditures

- No part time teachers or staff may exceed 29 hours per week. Prior written approval is needed from LDOE for any staff exceeds 29 hours per week.
- Uniforms are unallowable expenses unless the program provides a fifty percent (50%) match with other funds. 21st CCLC funds will only be utilized once the fifty percent (50%) match is met and documentation of the match has been provided to LDOE.
- Preparation of the proposal: costs to develop prepare and/or write the 21st CCLC proposal cannot be charged to the grant directly or indirectly by either the agency or subcontractor.
- Pre-award costs may not be charged against the grant. Funds can be used only for activities conducted and costs incurred after the start date of the grant.

21st CCLC Overview - Unallowable Expenditures

- Please note that 21st CCLC funds cannot be used to pay for school-related and school wide athletics, or organized competitive sports activities, league fees and all associated costs, salaries or district dues and are strictly prohibited and considered supplanting. Competitive [interscholastic] sports costs are costs that would have been covered previously through other means, and therefore prohibited under the 21st CCLC program's supplement-not-supplant statutory requirement.
- Entertainment, refreshments, snacks: A field trip without the required academic support will be considered entertainment and not allowable. No overnight or out-of-state field trips are permitted.

This is not an exhaustive list - see pages 42-44 of RFP

21st CCLC Overview - Fees for Service

- Although federal law does not prohibit the charging of fees for participation in 21st CCLC programs, in order to ensure that the priorities of the 21st CCLC programs in Louisiana are not compromised, the LDOE prohibits charging any fees.
- Federal guidance clearly states that programs must be equally accessible to all students targeted for services, regardless of their ability to pay. Federal guidance further recognizes that the priority of the program to serve poor students and families could be compromised through the charging of program fees.

21st CCLC Overview - Attendance Threshold

- Grantees must maintain eighty percent (80%) of their proposed student attendance numbers annually during each year of the grant.
- Failure to maintain 80 percent of student attendance may result in award reductions to the allocation for the remainder of the grant period.
- Please note that the eighty percent (80%) student attendance is directly correlated with the 30-day regular attendance indicator used in data collection system created by the United States Department of Education.
- The regular attendee is defined for the purposes of federal reporting refers to students who have attended a 21st CCLC program for at least thirty (30) days (which do not have to be consecutive) during the reporting period.

Proposal Requirements

Proposal Requirements

Criteria	Maximum Score
1. Abstract	0
2. Demonstration of Need	5
3. Community Notice & Collaborations <i>Private School (5 points) + Community Collaborations (5 points)</i>	10
4. Project Design and Implementation <i>Overall vision (10 points) + Family Engagement (10 points) + Performance Measures and Indicators (10 points)</i>	30
5. Organizational Leadership & Management Plan	20
6. Project Evaluation	8
7. Sustainability	5
8. Project Cost (Budget and Budget Forms)	10
Total Sub-Score (sum of the above scores 1-8)	88
Louisiana Veteran and/or Hudson Initiative <ul style="list-style-type: none"> <i>Up to 10 points available for Hudson-certified Proposers;</i> <i>Up to 12 points available for Veteran-certified Proposers;</i> <i>If no Veteran-certified Proposers, those two points are not awarded.</i> 	12
Total Eligible Score	100

Applicants must limit the program narrative to no more than 22 double-spaced pages

Minimum Font size shall be no smaller than 12-point, standard type.

Include page numbers and applicant(s) name in upper right corner of every page.

Refer to pages 47-53 of the RFP for specific criteria instructions.

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Part III Evaluation

Evaluation of Proposals

- Proposals that pass the preliminary screening and mandatory requirements review will be evaluated based on information provided in the proposal period.
- Proposals found not to be in compliance will be found non-responsive and rejected from further consideration.
- Proposals shall be screened for adherence to the basic requirements, such as proposal formatting, completeness of content and required forms, etc., to determine if the proposer addressed the minimum requirements.

Evaluation of Proposals

The evaluation of proposals will be accomplished by an external peer review evaluation team, to be designated by the State, which will determine the proposal most advantageous to the state.

To maintain confidentiality of the reviewers, the Department will not release their names or contact information. The Department of Education will ensure that reviewers are highly qualified individuals with a strong knowledge of research-based, quality after-school programming, and represent equitable gender, ethnic, and geographic diversity.

Cost Evaluation/Budget Review

- The applicant must submit three (3) 12 month budgets. (September 1 - August 31)
- The applicant must use the Budget Summary and Budget Detail forms provided. (excel document)
- The budget is to be separated by School Year and summer (and ELT if applicable) and a detail description of each expenditure must be included.
- Reviewers will be scoring budgets based upon the alignment of items in the budget and how they connect to the need established in the proposal, reasonableness based upon narrative and budgeted expenditures and **allowability** of the items listed in the budget.

Funding Priorities

To ensure equitable and reasonable distribution of 21st CCLC funds throughout the state as it pertains to geographic diversity and/or to reduce the funding of multiple projects in a district or the submission of nearly identical proposals, a funding priority will be given to proposals that meet the following criteria:

Funding Priority	Additional Funds
Proposing a program for middle school students	\$1525 per student cost
Proposing a program in a parish not served in Cohort 9	\$1525 per student cost
Proposing a program for high school students	\$1525 per student cost
Proposing a program whose focus is STEAM	\$1525 per student cost
Proposing a program that targets Louisiana “D” or “F” or “UIR” schools.	\$1525 per student cost

**Additional funds distributed for funding priorities are solely based upon funding availability.*

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Part IV

Performance Standards

Performance Standards

After proposers are awarded they will be expected to adhere to the Framework below. This framework is a part of the performance standards for the 21st CCLC programs.

LOUISIANA'S FRAMEWORK FOR EVALUATING AFTER-SCHOOL PROGRAMS/OUT-OF-SCHOOL TIME PROVIDERS (REV 9/2015)

The following framework depicts the formula for Louisiana's evaluation of after-school providers. In an effort to obtain a more rigorous academic approach to program evaluation, the Department will assess provider performance through the following outcome-based components:

1. Academic Performance: 100 points
2. Attendance: 35 points
3. Stakeholder Satisfaction: 15 points

STEP ONE: Academic Performance

The academic performance is obtained from LDOE and involves multiple iterative phases integrating a comprehensive database housing descriptive program and participant data. LDOE will measure the academic performance of Louisiana's 21st Century Community Learning Centers (CCLC) programs by the percent of students within each program who exceed their growth target on the state assessment.

*For example, a 21st CCLC program would receive a score of **60 points** in this area if **60%** of participants exceeded their growth target or **55 points** if **55%** of participants exceed targets.

STEP TWO: Attendance Points Given	Definition for Points (Regular Attendee/30 days or more)
0	<15% of projected attendance
5	15% to 29.9% of projected attendance
10	30% to 44.9% of projected attendance
15	45% to 59.9% of projected attendance
20	60% to 69.9% of projected attendance
25	70% to 79.9% of projected attendance
30	80% to 89.9% of projected attendance
35	≥90% of projected attendance

STEP THREE: Stakeholder Satisfaction

Points Given	Definition for Points
0	Survey completion rate of <25%
5	Survey completion rate of 25% to 49.9%
10	Survey completion rate of 50% to 74.9%
15	Survey completion rate of ≥75%

Example of How to Calculate the Performance Rating:

Academic Performance + Attendance + Stakeholder Satisfaction = Total Points (150 max)

Example: Academic Performance = 60; Attendance =15 Stakeholder Satisfaction 25

60+12.5+25= 97.5 –Performance Rating B

Performance Rating

Total Points Given	Grade
100-150	A
85-99	B
70-84	C
50-69	*D
<50	*F

***Program Impact**

***D or F**

***69-0**

The provider must submit a Performance Improvement Plan (PIP) within 30 days of the designation. Programs will also be labeled as "High Risk". Failure to address deficiencies will result in removal, and the inability to apply for future funding.

Attachments

Checklist

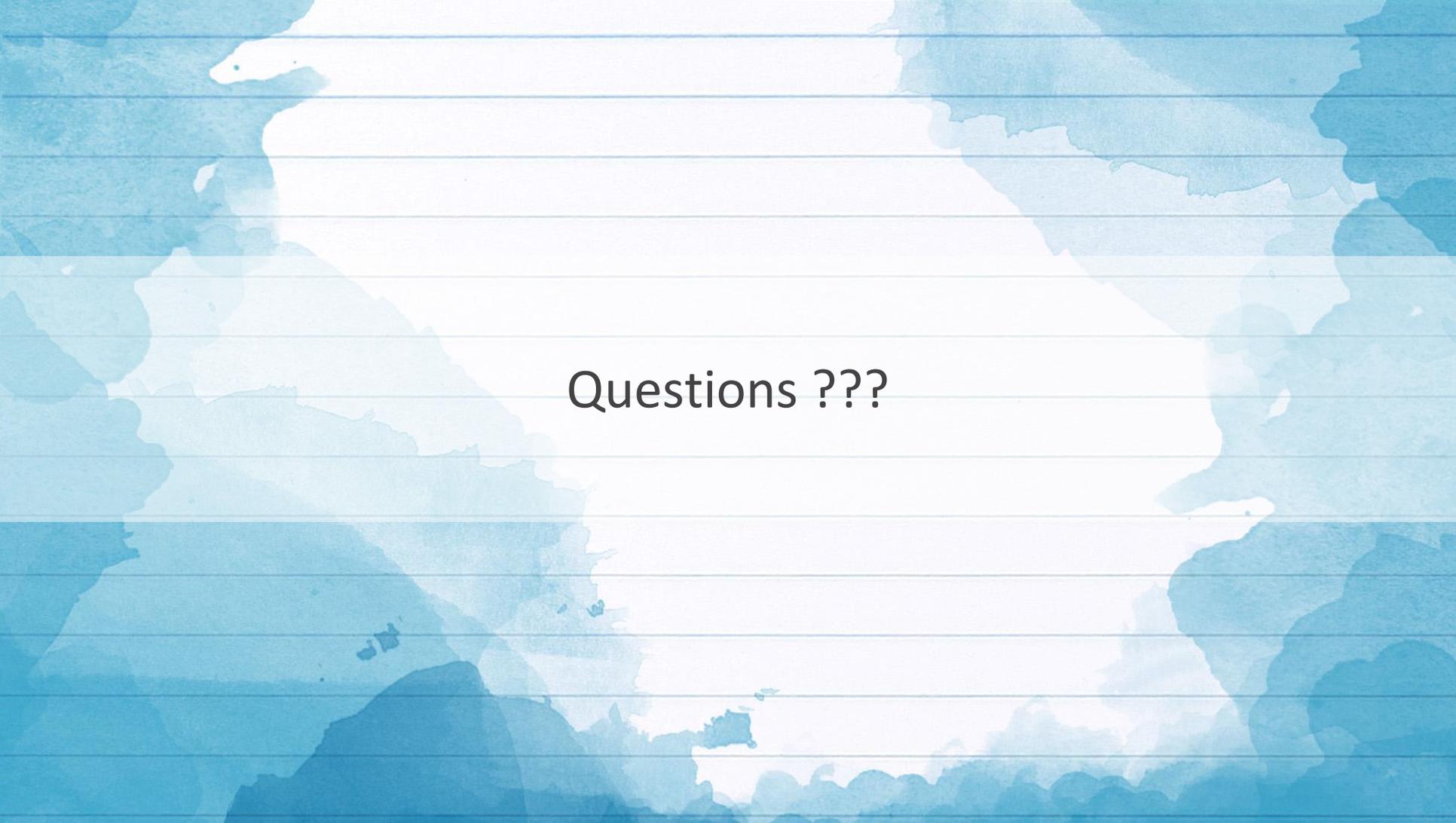
Checklist

A complete proposal consists of all of the following items submitted in the following order. Proposers will not be allowed to alter or revise application documents after submission.

Required Documents	Checked – proposer
Checklist	<input type="checkbox"/>
Cover Letter (Section 1.9.1)	<input type="checkbox"/>
Table of Contents	<input type="checkbox"/>
Cover Page (with original signatures in blue ink) and Board Resolution	<input type="checkbox"/>
Funding Priority Points (Form AA)	<input type="checkbox"/>
Certification Statement (page 60)	<input type="checkbox"/>
Partnering Agencies Form - Form A	<input type="checkbox"/>
Memorandum of Understanding (MOU) Form – Form B	<input type="checkbox"/>
Private School Consultation Form - Form C	<input type="checkbox"/>
Private School Participating Schools Form - Form D	<input type="checkbox"/>
Program Summary Forms – Form E	<input type="checkbox"/>
Fiscal Manager/Bookkeeper Qualifications – Form F	<input type="checkbox"/>
Budget Forms	<input type="checkbox"/>
Veteran/Hudson Initiative Form and Documentation	<input type="checkbox"/>
Program Narrative inclusive of Louisiana 21st CCLC Performance Indicators Template	<input type="checkbox"/>
<ol style="list-style-type: none"> 1. Two (2) fully complete originals signed in blue ink (no staple, binders, etc.) Label this original as 21st CCLC19-Original. 2. One (1) electronic copy of the original signed proposal on a USB flash drive. Label this copy as 21st CCLC19 original electronic copy. 3. Four (4) anonymized/blind electronic copies on four (4) individual USB flash drives. Blind copies must be completely blinded electronically. Failure to do so will deem the application ineligible and it will not be reviewed. Please review blind copies before submitting to ensure all identifying information is blinded. Label blind copies as 21st CCLC19 blind copy #1, #2, #3 and #4. Examples of redacted information are outlined below. <ol style="list-style-type: none"> a. XXXXXXXX has more than 17 years of experience providing after-school academic services to more than 130 schools across the country. b. ████████ has more than 17 years of experience providing after-school academic services to more than 130 schools across the country. 	<input type="checkbox"/>
FOR LDOE USE ONLY	<input type="checkbox"/> Qualified <input type="checkbox"/> Disqualified

Attachments

- Proposal Cover Page - page 78
- Form AA - Funding Priority Page - page 79
- Form A - Partnering Agencies Form - page 80
- Form B - MOU - page 81
- Form A&B and Partnership Letter - page 82
- Form C - Private School Consultation Form - page 83
- Form D - Private School Participating Schools Form - page 84
- Form E - Program Summary Form - page 85
- Form F - Fiscal Manager/Bookkeeper Qualifications Form - page 86
- Budget Forms - page 87
- Veteran/Hudson Form - page 90
- Performance Goals and Indicators Template and Instructions



Questions ???