

2016-2017 CASE for Kids Partnership Project RFP Frequently Asked Questions (FAQ)

Updated on May 3, 2017

1. What font size is set in the RFP application narrative sections?

The Narrative portion of the RFP is set at 10 pt font.

2. If a campus is a middle and high school combined campus, can you serve only the students who qualify age wise (10, 11, 12 yrs old)?

A site can serve students between the ages of 4 and 12, regardless of their grade level.

3. Can a dedicated district afterschool program coordinator attend the required CASE for Kids Learning Community meetings on behalf of the program liaison?

Yes, a dedicated district afterschool program coordinator may attend workshops and trainings on behalf of the campus with the intent to relay and implement the information to the program.

4. Can a school apply for the Partnership Project if they are already receiving funds from a 21st CCLC grant?

Sites that will be receiving 21st CCLC grant funds for the 2017 - 2018 school year are not eligible to apply for the 2017 - 2018 Partnership Project grant.

5. Are brand new schools that are opening for the first time next fall, eligible to apply? Also, what about repurposed schools whose enrollment changes?

New schools or repurposed schools that will be opening in the 2017 - 2018 school year are not eligible to apply for funding. Schools must be able to provide Campus Demographics information from the previous school year.

6. Is it permissible to charge parents a co-payment for the program to supplement the grant award?

A program may collect a parent co-payment while services are delivered to children. This funding would remain with the site as revenue for the program. Each site may design their own system for determining co-payment amounts and collection schedule, per organization or district policy.

7. How do you determine the cost per student?

The cost per student is determined by the total budget direct cost divided by the total targeted students served.

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8. Are sites allowed to have a lead program liaison and an assisting secondary liaison?

At minimum, all sites must have an established lead program liaison that will be at the site for the duration of programming.

9. The RFP site application includes a proposed activity schedule. Can the program create and submit an alternate schedule?

The proposed activity schedule must be completed and submitted with the application. CASE will not review alternative schedules. An application submitted without this schedule would be considered incomplete.

10. One of the questions requests information about the organization's precinct number. What information should be indicated? There are three kinds of precincts: voting, police, and commissioner. Do you want a number, and if so, which precinct number; or, should we indicate our commissioner's name?

The information being requested is the **commissioner precinct number** for the organization's location. This information can be found by going to www.harriscountytexas.gov. On the homepage you will see tabs for commissioner precinct numbers 1-4. Click on each individual precinct to see a map.

11. Does the cash match have to be available in a lump sum prior to the beginning of the afterschool program?

No, the site can note in the Projected Budget how they plan to make the match. Federal funds, excluding Title 1 funds and/or parent co-pays could be used for the match. Ex: the site plans on serving 50 students per month at a fee of \$100 per month, totaling \$25,000 for a 20 week (5 week) program.

12. Do all the activities have to explicitly be numeracy or literacy?

No, not all activities have to be numeracy or literacy based in the comprehensive program but all should support development of skills. CASE funds will support the integration of literacy and numeracy into academic and enrichment activities.

13. Do we have to prove academic growth for the students with pre/post testing?

This is not a requirement but would be a site based choice.

14. Do we have to include all ages 4-12 or can we leave out, for example, pre-k?

Each site must stay within the range of ages noted in the RFP but can choose to target specific grades based on the site needs.

15. How many students do we need to serve?

There is a minimum requirement of serving 30 students but each site is free to determine the size of their program beyond that requirement.

16. If we receive City Connections funding or other grant support can it be counted for the cash match?

Yes, other grant funds (but not in-kind donations) can be counted for the cash match.

17. The RFP application has two certification sections, who should sign each of these sections?

An authorized representative of the organization would sign the organization application certification page and an authorized representative familiar with the site and site documentation submitted would sign the certification in the site application.

18. Can our campus just send the site application to CASE by the deadline and get funded?

The application process is outlined on page 4 of the Partnership RFP posted on www.afterschoolzone.org. Applications without **ALL** required components and forms will not be reviewed. A complete application includes the 2017-2018 Organization Application and the 2017-2018 Site Application; and an additional form for eligible nonprofits. Each applicant should follow their district or organization guidelines.

19. Do I have to file an “Intent to Apply” with my district?

It is recommended that each applicant follow their district or organization policies when seeking a grant. Intent to apply applications may be required by individual districts but it is the applicant’s responsibility to pursue that information.

20. Can a site receive funds for the Partnership Project if they are already receiving funds from the Afterschool Achievement Program (ASAP)?

Sites that are receiving ASAP grant funds for the 2017 - 2018 school year are not eligible to receive funding for the 2017 - 2018 Partnership Project grant.

21. Must the individual site applying for the grant have provided a comprehensive program for a minimum of two years OR is that a requirement for the LEA as a whole?

Per the RFP Eligibility Guidelines, a site must have provided a comprehensive program for a minimum of two years.

22. What if there is a discrepancy between the website and the RFP?

Should there be a discrepancy between the website and the RFP, always use the RFP guidelines as the guiding document.

23. What will the webinar cover on May 5, 2017?

The webinar will review the application process, all eligibility and program requirements as well as provide an opportunity to ask questions about the RFP.

24. What exactly are public funds?

Money that is generated by the government (local, state, or federal) to provide goods and services to the general public are considered public funds.

25. We are a local nonprofit that does not receive local tax dollars, federal or state funding. However, a local corporate foundation will be matching funds if we were to receive funding from CASE Partnership Grant. Is this an allowable source for matching grants?

Any funds used for the match purpose must be local tax dollars, state or federal funds. The corporate foundation would have to show that the funds provided to your organization fall under the above criteria.