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21st Century Community Learning Centers (21st CCLC) 2018-19 Competition Questions and Answers

What is a partner?

A partner is an organization that shares ownership of the application and its intended results. Partners may assume responsibility, manage, contribute, or create activity that supports the application. For communities without organizations in reasonable geographic proximity or of sufficient quality, an individual or a group may also act as a partner.

Please explain the expectations of partnerships in the various areas of the application and the relationship to advisory board members including signatures.

Narrative question 7: Include any partnership regardless of level or type. These may or may not include partners who are on your advisory board. Partners may be included here that are not in the MOU.

Memorandum of Understanding: Include any partner including those for whom you would like to formalize a partnership. The MOU could also include any type of partnership as desired as language to the template can be adapted to the project's needs. These may or may not include partners who are on your advisory board. Be mindful to make sure there is not a conflict or perceived conflict of interest with funding and advisory board responsibilities.

The MOU must have non-school partners. In addition, a school district or Supervisory Union and their representative(s) must sign the MOU as the law requires participation of the public education system. All principals from schools served must sign the MOU.

Does the supplement not supplant provision apply to the 21st CCLC program?

Yes

Is it possible to apply only for a 21c grant that would cover summer programming only?

No, the program would need to support a "full comprehensive center," which includes time outside of summer. See application page 5 and 33.

What is being asked for in the budget template column titled: Project Office 21C funds? This is a centralized cost center option for the project and may include items that apply to all sites in a project such as (e.g.) director costs, transportation, and professional development.

So the budget items in the application and the budget template should only include my cash costs? Can I indicate with the budget items, which is supported through other funds as well as in the narrative to explain details?

Yes. You could also add the in-kind support details within the budget narrative or sustainability question(s) or within an attachment, but the Appendix J budget fields are only inputted on a cash basis.

I am wondering if there is information available on average, range, median, etc. of Director, Assistant Director, Program Assistant salaries for 21C Programs?

There is extensive data available. Request a spreadsheet from the state 21c Coordinator at Emanuel.Betz@vermont.gov

Should the sustainability chart appendix be for a particular year?

Information for three to five years out is needed

I have multiple sites of varying sizes. Can I exceed the upper award range of \$105,000 at my largest site if the average per site range still falls within the guidance on page 4 (80,000-\$105,000)?

Yes, as long as regular attendee costs always fall within ranges listed on page 43 of the application.

Can you provide guidance on expansion (adding sites or programs to an existing or a new project) proposals with regard to numbers served?

- Expansion/new requests must produce additional regular attendees numbers (30+ days) when compared to the previous year within the cost ranges listed on page 43 of the application. For example, if the total budget (all sources) is for ~\$90,000, at the \$2000 Vermont average regular attendee rate, ~45 additional regular attendees should be produced. In all proposals, divide the regular attendee number by the total cost inclusive of all sources and make sure it falls within an acceptable range (see page 43) so the project is reasonable, achievable, and sustainable.
- It is expected that all expansion/new components are “ready” and can and will be sustained within listed 21c grant application expectations.
- Funding information tab: “Expansion/new” is considered to be “new programming”. If 21c funds (or other funds that would continue) funded the proposed activity in the previous year, it would not be considered “Expansion/new”.

I have a note from the workshop that there is the expectation a program would run 150-200 days. I assume that number includes summer, right?

Yes, the number can be inclusive of summer. See page 33 in the application.

Are the expectations for a 5 week summer program, the same for middle school (6-8) programs?

Yes