**FY25 21st Century Frequently Asked Questions**

1. How can a district provide all the required services and staff with a budget of $100,000 annually?

When deciding to apply, it is important to take a thorough look at state and federal guidance outlined in the Cycle 22 Request for Application (RFA) to ensure, as the fiscal agent, that requirements can be met. A high-quality center should partner with districts, families, students, businesses, and community organizations. The purpose of having partnerships in a program is to provide in-kind services, academic/enrichment activities, resources, volunteers, and other community resources to assist with meeting the grant’s requirements when the award amount may not be of sufficient size. The 21st Century Community Learning Center’s (CCLC) initiative stresses the importance of diverse groups and organizations working together to strengthen school and community networks to help students and families succeed. Partners should help sustain the program as funds are reduced. Collaborative partnerships can also ensure students attending a 21st CCLC program benefit from the expertise throughout the community.

1. How can we obtain center profiles for programs that have not operated in many years? Please contact the program administrator [Brigette Stacy](mailto:brigette.stacy@education.ky.gov) and identify the district and schools to be served and KDE will provide the information.
2. How can we obtain the name of our co-applicant for programs that have not operated in several years?

Please contact the program administrator [Brigette Stacy](mailto:brigette.stacy@education.ky.gov) and identify the district and schools to be served and KDE will provide the information.

1. What is the co-applicant?

A co-applicant is defined as the key partnership or organization that provides services/resources for the program; it is not to share in grant funds. The co-applicant is also a resource to support sustainability when grant funds decrease or are no longer available.

1. What is the difference between the applicant and the co-applicant and the partners?

The applicant is the fiscal agent of the award. A co-applicant is defined as the key partnership or organization that provides services/resources for the program; it is not to share in grant funds. The co-applicant is a resource to support sustainability when grant funds decrease or are no longer available. Partnerships are used to enhance the delivery of services and activities for the program.

1. For determining if a grant is “new” does that apply to the applicant or co-applicant or the school site?

The school to be served by the grant.

1. What do we do if the co-applicant we have had in the past no longer wants to participate as the co-applicant?

Please contact the program administrator [Brigette Stacy](mailto:brigette.stacy@education.ky.gov) prior to submitting an application for guidance and next steps.

1. How can we get a copy of an application that was submitted in the past?

To obtain a copy of a previously submitted application, please send your request by email to [KDERFP@education.ky.gov](mailto:KDERFP@education.ky.gov).

1. On form I, the Equitable Access and Participation Form, do we change the language under the examples of how to comply or just sign the form as it is?

The examples help illustrate how an applicant may comply with Section 427. The language should not be changed. The form must be signed by the fiscal agent, school(s) principal, and co-applicant.

1. If we had a grant many years ago and are awarded in this cycle, are we responsible for offering summer programming in the summer of 2025?

No.

1. If we had a grant when we were a combined K-8 School, but now the school has split to a K-5 and middle school, are we new or continuation? The middle school kept the old school number, but the elementary school has a new school number.

Based on the information provided, and pending all eligibility requirements are met, the middle school would be considered a continuation and the elementary would be eligible to apply as a new applicant.

1. If our school is very small, do we still have to serve 50 students in our 21st Century program?

Programs must serve a minimum of 50 students or 25% of the total population, whichever is less.

1. Do we have to offer services to students in the alternative program or special education students regardless of whether they are the target population for the program?

Programs must be accessible to students with special needs regardless of disability. Serving students in the alternative program is a local decision.

1. Do we have to include a K-3 reading goal if our target population does not include students in grades K-3?

No.

1. If a private school applies as the applicant/fiscal agent and site for the program, does the local school district have to be the co-applicant?

A private school is not eligible to apply as the fiscal agent or co-applicant. However, if the private school is in the attendance boundaries of a school being served by a 21st CCLC grant, students attending the private school can receive services at the school where the 21st CCLC program is housed.

If not, who can be the co-applicant? N/A.

1. On page 30, the RFA states that staff between the ages of 16-18 can work with elementary and middle school students. Is this new provision retroactive to currently operating programs?

Yes. Please refer to page 30 of the Cycle 22 RFA for guidance.

1. On page 37 of the grant, it states that “Salary should not consume the majority of the grant funds.” How can salaries not consume most of the grant funds when we are required to hire a full-time site coordinator, pay for their fringe, and pay 16 hours of teacher time each week, plus pay for summer school? Our district-certified rate is $50 per hour. If we meet our attendance goal of 50 students, we will need 3 or 4 teachers daily to meet the 1:15 ratio.

When deciding to apply, it is important to take a thorough look at state and federal guidance outlined in the RFA to ensure, as the fiscal agent, requirements can be met. Often, the district will support the program with in-kind contributions – paying for teachers with Extended School Services (ESS) funds to provide tutoring in the program, paying for transportation to take students home after the program, use of printer, copier, phone, custodial services, program space, etc. In-kind contributions allow the fiscal agent to pay additional staff to provide direct services to students.

1. Is the school official and title the name/title of the person making contact (me) or is it the name of the person leading the homeschool? If so would their title be parent?

When completing the Private/Home School Consultation Form, the school official would be the name of the school administrator.

1. Were the Technical Assistance seminars recorded and if so, are they available online?

No, the technical assistance sessions were not recorded.

1. Are Community-Based Organizations required to provide their after-school program inside of a school or can the services be offered at our independent community space? Programs must occur at the school to be served regardless of the fiscal agent.

Do we need a contract with a Local Education Agency and run the program at their physical building to qualify?

It is a local decision whether to execute a formal contract between the district and community-based organization. However, a co-applicant agreement is a required component of the grant application. If the community-based organization is applying as the fiscal agent, the Local Education Agency (LEA) would be the co-applicant and would complete the co-applicant agreement to be submitted with the application.

1. We last had the grant in 2019 at our elementary school. During the training, it was discussed that the school must show progress with reading and math (or target areas) since the last grant. Is that the school as a whole?  Or is it just the specific students who were enrolled in the CCLC program back in 2019?

The applicant must demonstrate the progress of the students who were served in the program. Applicants must include the most recent Center Profile as an attachment. Students who are enrolled but have not participated in the program are not included.

1. What if the forms are not in Arial?

The forms have been edited to be Arial. If a form is not in Arial, you will not be penalized for using the font in the form.

1. Does the home school consultation need to be done for the district or the attendance zone?

The consultation must be completed within the attendance boundaries of the school to be served.

1. Can we change the focus grades for our grant in this new cycle?

Applicants must serve the identified grades in the original application unless determined on a case-by-case basis by the program office that any changes are warranted.

1. In the past the qualifications said 40% F/R or Title 1 eligible. The Title 1 eligible language is not included in this RFA. Can a Title 1 school with F/R under 50% apply?

The absolute priority has been amended in the Cycle 22 RFA. Applicants must meet a minimum of 40% free/reduced lunch or be eligible for a Title I, Part A school-wide program.

1. What is the school number that was added on the cover page? Is that the phone number?

The school number is not the phone number, but the assigned school number used for identification. Please check with the LEA for this number or you can locate the school code on the [School Report Card](https://www.kyschoolreportcard.com/home?year=2023).

1. Is there a preference on which data sets are used? Can data be from 2022-23 or 2023-24?

An applicant must use the most current data. This includes the most recent Center Profile.

1. The RFP states that programs must “dedicate 50% of program time toward academic remediation and/or acceleration, and 50% toward enrichment.” Is this 50%-split calculated based on the daily or weekly schedule? For example, if we have a 2-hour program day (inclusive of snack and homework help), will we meet this requirement if we provide more academic programming on some days and more enrichment programming on other days?

This requirement is daily.

1. Are we able to purchase gas cards/vouchers with 21st CCLC funding to give to parents/caregivers so that they can transport children to and from the program? If so, will this qualify as “transportation funds” for competitive points?

Gas cards and vouchers are not allowed; however, bus tokens are allowable if you have a bus transit that is accessible to students and families.

1. On the revised cover sheet in the RFA updated October 1, does SCHOOL NUMBER mean the school's NCES number or the school's phone number?

The school number is not the phone number, but the assigned school code used for identification. Please check with the LEA for this number, or you can locate the school code on the [School Report Card](https://www.kyschoolreportcard.com/home?year=2023).

1. Is there a way to watch any of the technical assistance sessions for Cycle 22 RFA?

The 21st Century technical assistance sessions are only live, in-person, trainings; therefore, recordings do not exist.

1. Is the purchasing of public transportation bus tickets or passes allowable to support families with transportation challenges? For example, could elementary-aged students, along with their guardians receive bus tickets or passes to use on city buses for commuting from the learning center program?

Bus tokens are allowable if you have a bus transit that is accessible to students and families and will support program participation.

1. If we served two schools last year but are writing for just one of those this year, do we:  Include the APR for both? Use information for both on Form K?

Use the Annual Performance Report (APR) and Center Profile for the school to be served in the application.

1. XXXXX Middle School (in our district) was a previous grantee. Since that application, we have a new middle school that has split off from XXXXX Middle School. It is a project-based school called X Middle School in our district. X Middle School wants to apply for this grant. We thought they would be a new applicant. But we wanted to make sure that would be correct.

If X Middle School has a new school identification number that is not the same as XXXXX Middle School, X Middle School would be eligible to apply as a new applicant, provided all other eligibility requirements, outlined in the Cycle 22 RFA, can be met.

1. We have a question about a nonprofit organization that's approached us about possibly submitting a grant with us as the co-applicant. They may hire and pay certified teachers directly rather than utilizing teachers at the school.

While this is allowable, best practice would have school day teachers providing direct services to students as they know the students and their needs.

1. Can nonprofits hire their teachers through their organizations as long as they maintain records of teacher certification?

While this is allowable, best practice would have school day teachers providing direct services to students as they know the students and their needs.

1. If the certified teacher hourly rate at the nonprofit is higher than that of the district, must they keep pay rates in line with that of the district-certified teacher hourly rate?

While salaries are at the discretion of the fiscal agent, the nonprofit should work with the district to ensure the hourly rate does not cause issues with retirement or other benefits. Also, when deciding to apply, it is important to take a thorough look at state and federal guidance outlined in the Cycle 22 RFA to ensure, as the fiscal agent, requirements can be met. This would include the development of the grant budget and how allocations will support these requirements.

1. I am inquiring about the 21st Century Community Learning Centers Grant.  Are individual schools allowed to apply for this grant, or do school districts apply on behalf of the schools?

The district would serve as the fiscal agent and identify the school to be served.

1. We have one school, XXXXX, that is an A5 school that received a 21st CCLC grant five years ago. Typically, they would be eligible to apply for a continuation grant this cycle, but page 12 of the RFP says A5 schools cannot apply. Does that also include A5 schools that are current grantees?

Yes

1. How can we obtain our scoresheets from previous grants that were submitted?

To obtain copies of scoresheets from the last 7 years, you can email [Jennifer.bryant@education.ky.gov](mailto:Jennifer.bryant@education.ky.gov) and list the specific scoresheets you are requesting and the year.