

21st CCLC FY22 Competitive Summer Mini-Grant Program

Request for Proposals (RFP) Technical Assistance Meeting ~ Part 1

Wednesday, January 5, 2022 from 10am-12pm.

*Federal Programs and Monitoring Support Division
NCDPI*

Federal Programs & Monitoring Support Division ~ NCDPI

Dr. LaTricia Townsend, *Director*

Susan Brigman, *Section Chief ~ Specialty Programs*

Wendy Buck, *Program Administrator*

Megan Orleans, *Program Administrator*

Eric Rainey, *Program Administrator*

Katrina Blount, *Fiscal Monitor*

Tara Powe, *Fiscal Monitor*

Housekeeping



WebEx Etiquette



First Name, Last
Name, Organization
Name in Chat



How to Ask
Questions



Presentation Slides
will be Posted

Agenda

- Purpose of Summer Mini-Grant
- Eligibility to Apply
- Priority and Technical Review Points
- Awards and Duration
- Budget Requirements
- Data Collection and Evaluation
- Timeline for Competition
- Walk Through “How to Apply” and Related Documents
- Q & A



How is the 21st CCLC Grant Program Different from other Federal Programs?

- Formula grants are awarded to State educational agencies, which in turn manage statewide **competitions** and award reimbursement grants to eligible entities
- **21st CCLC Eligible entities include:**
 - Local educational agencies;
 - Community-based organizations;
 - City or County government agencies;
 - Faith-based organizations;
 - Institutions of higher education; and
 - For-profit corporations.

Purpose of the 21st CCLC FY22 Competitive Summer Mini- Grant

The North Carolina Department of Public Instruction (NCDPI) anticipates appropriating at least \$10 million dollars (\$10,000,000) from their USED Title IV, Part B allocation to fund the FY22 Competitive Summer Mini-Grant Program for Summer 2022.

21st CCLC FY22 Competitive Summer Mini-Grant Program **will fund programs designed to:**

1. improve students' access to **innovative learning strategies** in order to achieve grade-level proficiency
2. engage all students in quality, **interactive** enrichment opportunities.

America After 3PM ~ 2021 Summer Report

Parents have a vision for summer learning

While a safe environment (97%) and knowledgeable and caring staff (96%) top the list of factors that influence the selection of a summer program, parents also prioritize building connections, exploration, and being active in the summer. Parents report the following factors as important to their child's summer experience selection:

	Opportunities to build life skills	94%
	Physical activity	92%
	A variety of activities	90%
	Opportunities to experience the outdoors	86%
	Preventing learning loss	75%



Defining Innovative Learning Strategies

For the purposes of this grant, innovative learning strategies can be defined as those focused on fostering:

**affirming
relationships**

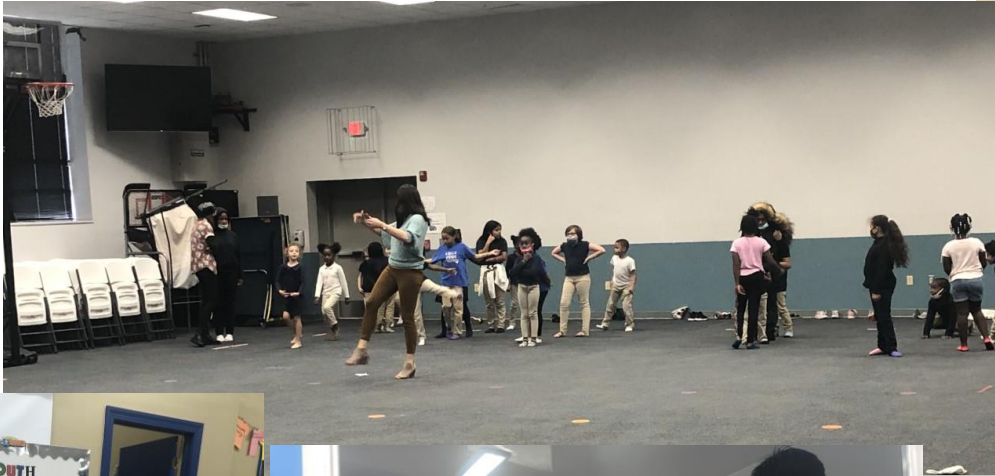
**rich, hands-on
learning
experiences**

**explicit
integration of
social,
emotional, and
academic skills**

for all students.

Source: Darling-Hammond, L., Cook-Harvey, CM. (September 2018). Educating the Whole Child: Improving school climate to support student success. Learning Policy Institute. <https://files.eric.ed.gov/fulltext/ED606462.pdf>

Innovative Learning Strategies in Practice



Affirming Relationships in Action

Using Circles to Build Relationships and Cover Curriculum



Defining Quality, Interactive Enrichment Experiences

For the purposes of the 21st CCLC FY22 Competitive Summer Mini-Grant Program, enrichment and academic activities should:

be multi-disciplinary in approach
(i.e., students must use academic
skills from multiple subject areas)

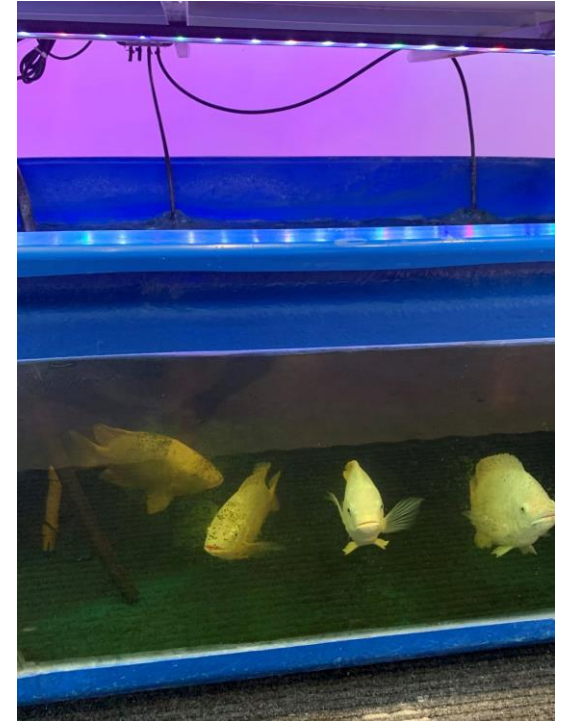
build connections between
academic skills and knowledge
and a students' cultural and
community contexts.

be broad in offering (e.g., arts,
recreation, health and wellness,
STEM, cultural activities, etc.)



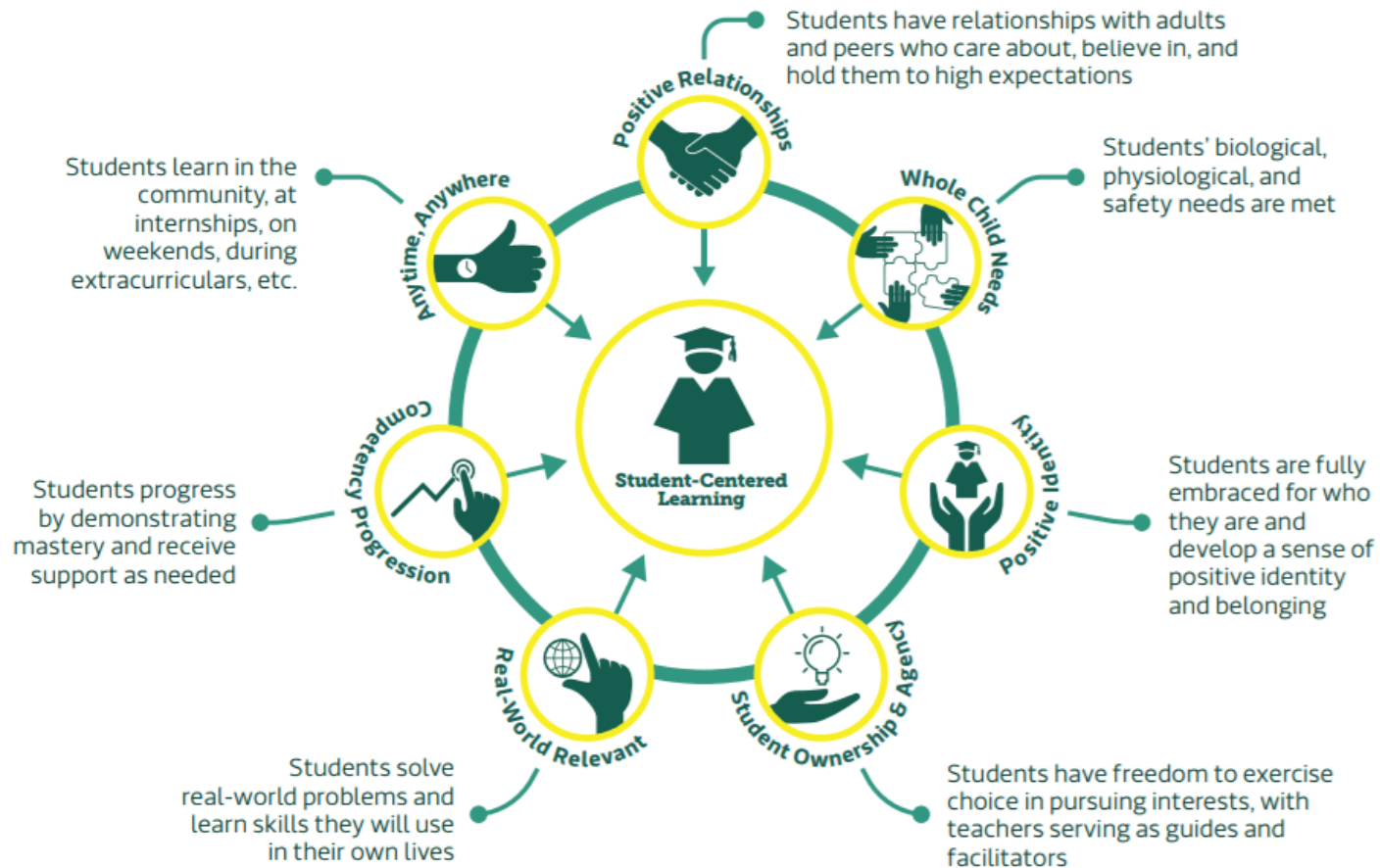
Multi-Disciplinary Approaches





Broad Array of Offerings

Building Cultural & Community Connections



Additional Examples of Innovative Learning

Note: These examples are not prescriptive, but are meant to inspire applicants to center creativity in their FY22 SMG Program Design and Implementation Strategies

- [Place-Based Learning: Using the Community as Your Classroom](#)
- [Community Partners: Making Student Learning Relevant](#)
- [Real-World Problem Solving: Finding Solutions Through Projects](#)
- [Design Thinking for All: Designing for Storybook Characters](#)
- [Flexible Classrooms: Providing the Learning Environment that Kids Need](#)

Eligibility to Apply: All Applicants

- Section 4201(b)(3) of ESEA defines eligible entities as a local education agency (LEA) (also referred to as the public school unit (PSU) in associated Related Documents), community-based organization (CBO), faith-based (FBO) Indian tribe or tribal organization (as such terms are defined in section 4 of the Indian Self-Determination and Education Act (25 U.S.C. 450b), another public or private entity, or a consortium of two or more such agencies, organizations, or entities.
- Under Section 4203 of the ESEA, the State must give priority to applications proposing to primarily serve students who attend schools eligible for Title I, Part A school-wide programs. Additionally, students served by the 21st CCLC FY22 Competitive Summer Mini-Grant must meet federal 21st CCLC eligibility requirements⁴.
- Section 4204 (b)(2)(H) of ESEA, requires applicants to provide a description of the partnership between an LEA/PSU, a CBO, FBO and other public or private organizations, if appropriate. If the local applicant is another public or private organization (e.g., an organization other than a school district), it must provide an assurance that its program was developed and will be carried out in active collaboration with the schools the students attend.
- An organization and/or individual (i.e., Registered Agent) acting as a Fiscal Agent can only apply for **one (1)** 21st CCLC FY22 Competitive Summer Mini-Grant Program grant per competition and entities cannot apply on behalf of someone else.

Eligibility to Apply: Current 21st CCLC Grantees

- Applicants who currently hold a 21st CCLC Grant (Cohort 13 – Year 4; Cohort 14 and/or Cohort 15) are only eligible to apply for the 21st CCLC FY22 Competitive Summer Mini-Grant Program if they meet the following criteria:
- The applicant is proposing **new programming** by serving additional feeder-schools and targeted students not currently being served by the applicant's existing 21st CCLC program
- and/or
- The applicant is not proposing new programming, but must have **less than 51% of their current year allotment** remaining by March 1, 2022 to support a current project.

Eligibility to Apply: Good Standing

Organizations previously and/or currently receiving federal 21st CCLC funding must be in good standing with NCDPI in order to receive a grant award through this RFP. To be in good standing, applicants must:

- have submitted all final evaluation reports and data as required and,
- finalized all comprehensive program and/or fiscal monitoring review findings or questioned costs and,
- have no unresolved fiscal findings from a previous fiscal year (FY21 or earlier) by the Office of the State Auditor (OSA) at the time the application is due (February 9, 2022).

If the applicant organization is deemed Not in Good Standing by the NCDPI Federal Program Monitoring and Support Division at any point during the review process, the application may be identified as “Not Recommended” for funding to the SBE.

NOTE:

Any organization applying for the 21st CCLC FY22 Competitive Summer Mini-Grant cannot be listed on the North Carolina State Debarred Vendor list. Please use this link to review the current list, if necessary: <https://ncadmin.nc.gov/documents/nc-debarred-vendors>

Priority for Awards

- **Absolute Priority**

- Under Section 4203 of the ESEA, the State must give priority to applications proposing to primarily serve students who attend schools eligible for [Title I, Part A schoolwide programs](#).

- **Competitive Priorities**

- Priority consideration shall be given to applications demonstrating models that propose all (100%) schools to be served are identified as Comprehensive Support and Improvement (CSI) Schools and/or Targeted Support and Improvement (TSI) Schools. (2 points if 100% of identified schools are designated as CSI, 1 point if 100% of identified schools are a combination of CSI and TSI). [Refer to the State CSI/TSI 2018-2019 list](#).
- Priority consideration shall be given to applications intending to serve economically distressed counties (2 points for Tier 1, 1 point for Tier 2, 0 points for Tier 3) [based on the 2021 County Tier Designations](#).
- Additionally, priority consideration shall be given to applications intending to operate summer programs with extended program hours.

NOTE: There will not be priority consideration based on the region served by the 21st CCLC FY22 Competitive Summer Mini-Grant Program as two (2) 21st CCLC FY22 Competitive Summer Mini-Grants will be awarded per each State Board of Education (SBE) region of the state pending submission of quality applications by at least two (2) eligible organizations in the SBE Region and following the review process. After regional awardees are identified, additional organizations may be recommended for the award based on total application score and ranking, without regional consideration.

Competitive Priorities: Extended Program Hours

- For the purposes of this grant, extended hours can be defined structured program hours occurring **before 9:00AM and after 5:00PM Monday-Thursday** and for **any portion of Friday, Saturday or Sunday**.
- To qualify for extended hours, applicants must propose to operate a summer program for **at least 32 hours per week for a minimum of 5 weeks**.
- Applicants can earn up to 4 priority points for operating extended program hours. Priority points for extended program hours will be assigned as follows:

Offering structured activities throughout the week before 9AM
(1 point)

Offering structured activities throughout the week after 5PM
(1 point)

Offering structured activities on majority of Fridays throughout the duration of summer programming
(1 point)

Offering structured activities on a majority of Saturdays and/or Sundays throughout the duration of summer programming
(1 point)

Quality Review Scores

Excellent (71-85)

Strong (57-70)

Average (44-56)

Weak (34-43)

Unacceptable (33 or below)

Technical Review Points

- All applications will receive a technical review to ensure all required and related documents are complete, including all official signatures on all required documents.
- Any required document(s) not completed or submitted in its entirety and/or is missing handwritten or official electronic signatures ***will be considered incomplete*** in its submission and will ***receive a point deduction(s) for each incomplete required document submitted.***

****Any technical review point deductions will be applied to the final score of the application, reducing the final score****

21st CCLC FY22 Competitive Summer Mini-Grant Awards and Duration

For the purpose of the 21st CCLC FY22 Competitive Summer Mini-Grant Program Competition, applicants may request funds ranging from \$50,000, not to exceed \$300,000 based on:

- 1) needs identified in the community and schools;
- 2) scope of the program;
- 3) proposed number of students served; and
- 4) program design.

21st CCLC FY22 Competitive Summer Mini-Grant Awards and Duration

Funding Level 1:

50-75 students; 4 - 6 weeks; 20 - 29 hours per week; \$50,000 - \$125,000

50-75 students; 4 - 6 weeks; 30 - 40+ hours per week; -- up to \$175,000

Funding Level 2:

76-100 students; 4 - 6 weeks; 20 - 29 hours per week; \$75,000 - \$150,000

76-100 students; 4 - 6 weeks; 30 - 40+ hours per week; -- up to \$200,000

Funding Level 3:

101 + students; 4 - 6 weeks; 20 - 29 hours per week; \$100,000 - \$200,000

101 + students; 4 - 6 weeks; 30 - 40+ hours per week; -- up to \$300,000

21st CCLC Competitive Summer Mini- Grant Awards and Duration (cont.)

- Each sub-grantee can be awarded funds for the 2022 summer months **starting on April 11, 2022 and ending on September 1st, 2022**. The State Board of Education has final funding approval.
- The number of awards and the award amount will be based on the final number of quality proposals approved.
- The award period is contingent upon final SBE approval of the Allotment Policy Manual for the 21st CCLC Competitive Summer Mini-Grant Program.
- ***The proposed budget submitted with the 21st CCLC FY22 Competitive Summer Mini-Grant Program application is NOT the approved budget for release of funds.***

21st CCLC FY22 Competitive Summer Mini-Grant Awards and Duration (cont.)

- 21st CCLC FY22 Competitive Summer Mini-Grant is a **reimbursement grant**; recipients must expend own resources before requesting funds
 - *it is strongly encouraged that applicants have secured sufficient funding or a line of credit to operate the 21st CCLC FY22 Competitive Summer Mini-Grant program for the length of time they plan to operate (e.g., 4-6 weeks).*
- Reimbursement requests must be based on actual allowable expenditures versus encumbrances made prior to the September 1st deadline
- All unspent funds remaining at the end of the Competitive Summer Mini-Grant “period of availability” will revert to the state (no carryover)

21st CCLC FY22 Competitive Summer Mini-Grant Data Collection & Evaluation Reporting

- Grant recipients will be required to collect, manage and report the following data to SERVE Center:
 - Number of students served
 - Frequency/duration of services students received
 - Eligibility of participants
 - Other measures as determined by the NCDPI
- In addition, grant recipients will be required to submit an end-of-grant report deliverable on the following key performance measures in CCIP **by August 31, 2022:**
 - Program attendance rates
 - Academic outcomes
 - Non-Academic outcomes

21st CCLC FY22 Competitive Summer Mini-Grant Proposed Timeline

- December 3, 2021 – Request for Proposal Announcement
- January 10, 2022 – CCIP Opens for Eligible Organizations @ 8 A.M.
- January 18, 2022 – RFP & CCIP Virtual Office Hours (1 P.M. – 2 P.M.)
- **February 9, 2022 – Application Due (12:00 P.M. – NOON EST)**
- February - March 2022 – Level I & II Reviews
- **April 6-7, 2022 – SBE Meeting for Review and Approval of Recommended Applications; Notification to follow in days after SBE meeting**
- ★ April 13, 2022 – Onboarding Webinar (Part I)

How to Apply

Complete and Submit the 21st CCLC FY22 Competitive Summer Mini-Grant Application in CCIP

- Only applications submitted through CCIP and are at least at **'Draft Completed'** status by the due date and time will be reviewed and evaluated.
- **Due Date:** Applications must be submitted through CCIP as **'Draft Completed'** by **NOON 12:00 p.m. EST on February 9, 2022.**
- *Applications received after NOON 12:00 p. m. EST on February 9, 2022 or not at 'Draft Completed' status **will not be reviewed.***

Request for Proposals:

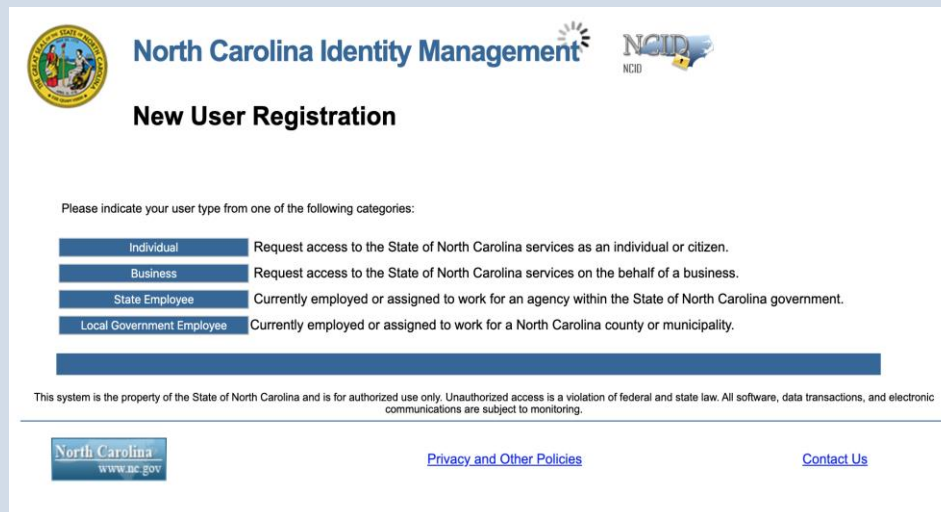
FY 22 Competitive Summer Mini-Grant Program

21st Century Community Learning Centers

Due Date: 12:00pm NOON EDT, February 9, 2022

New CCIP Users (not organizations); Apply for an (NCID) User Account

- To be made “known” to the system, submit your NCID username (NOT password) to Anita Harris at anita.harris@dpi.nc.gov along with the PSU/Non-PSU Organization Code.
- Please visit the NCDPI 21st CCLC Webpage to view the recording of the CCIP New Users Training from January 4, 2022.



The screenshot shows the 'New User Registration' page for North Carolina Identity Management. It features the state seal and logos for 'North Carolina Identity Management' and 'NCID'. A heading reads 'New User Registration'. Below it, a prompt asks the user to indicate their category from a list: Individual, Business, State Employee, and Local Government Employee. Each category has a corresponding description of the access request. A thick blue bar is positioned below the list. At the bottom, a disclaimer states that the system is the property of the State of North Carolina and is for authorized use only. Footer elements include the North Carolina website logo, a link to 'Privacy and Other Policies', and a link to 'Contact Us'.

North Carolina Identity Management NCID

New User Registration

Please indicate your user type from one of the following categories:

Individual	Request access to the State of North Carolina services as an individual or citizen.
Business	Request access to the State of North Carolina services on the behalf of a business.
State Employee	Currently employed or assigned to work for an agency within the State of North Carolina government.
Local Government Employee	Currently employed or assigned to work for a North Carolina county or municipality.

This system is the property of the State of North Carolina and is for authorized use only. Unauthorized access is a violation of federal and state law. All software, data transactions, and electronic communications are subject to monitoring.

North Carolina
www.nc.gov

[Privacy and Other Policies](#) [Contact Us](#)

Funding Application Guidance:

CCIP First Steps

- When applicants first log into CCIP, they will only need to work on the Budget Section and Related Documents Section within CCIP
- Before any applicant can begin uploading any related Documents they will need to click on the “Draft Started” link on the Section Page of CCIP.

Sections

- FY 2022 - FPMS-21st CCLC Summer Mini-Grant :

Application Status: Not Started

Change Status To: [Draft Started](#)

[View Change Log](#)

Description ([View Sections Only](#) [View All Pages](#))

All

☐ History Log

[History Log](#)

[Create Comment](#)

☐ Allotments

☐ 21st CCLC Summer Mini-Grant 2022

[Budget](#)

[Related Documents](#)

[Grant Award Notification \(GAN\)](#)

CCIP Budget Section

Katrina Blount and Tara Powe, Fiscal Monitors

Funding Application Guidance: Budget Section

- Applicants will need to **self-insert** these budget figures totaling your exact requested grant award amount. This section is solely for costs that will be paid from the 21st CCLC FY22 Summer Mini-Grant Program budget and does not include any matching contribution. Matching contributions are not required.
- Applicants can use the Total Cost Worksheet (located within the Related Documents Section) with approved budget line-item codes for PRC 110 to determine your overall amounts for each section listed here.



[Download Budget Data]					
Object Code	Salaries 100	Employer Provided Benefits 200	Purchased Services 300	Supplies and Materials 400	Total
Purpose Code					
5000 - Instructional Services	0.00	0.00	0.00	0.00	0.00
6000 - System-Wide Support Services	0.00	0.00	0.00	0.00	0.00
8000 - Non-Programmed Charges	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00
Adjusted Allocation					0.00
Remaining					0.00

- For additional Budget support including the [NCDPI Chart of Accounts-PRC 110](#), please click this link. 21st CCLC FY22 Competitive Summer Mini-Grants will use approved codes in PRC110.

Funding Application Guidance- Budget Section

- Purpose Code 5000
 - Instructional services include the costs of activities dealing directly with the interaction between teachers and students
- Purpose Code 6000
 - Support services include the costs of activities providing support for the 21st CCLC program regardless of where these services are housed. These services provide administrative, technical, personal, and logistical support to facilitate, sustain, and enhance instruction
- Purpose Code 8000
 - Non-programmed charges for the 21st CCLC grant include amounts expended for indirect costs charged to a grant.
- [Chart of Accounts-PRC 110](#); [Purpose Codes](#) and [Object Codes](#) Descriptions

Total Cost Worksheet Example

21st Century Community Learning Centers FY22 Competitive Summer Mini-Grant Program Total Cost Worksheet									
Expenditure Categories	Purpose Code Category	Object Code Category	Amount Requested (Grant Funds)						
			<small>enter dollar amount (column will auto total)</small>		Salaries 100	Employer Provided Benefits 200	Purchased Services 300	Supplies and Materials 400	Total
Director/Coordinator	5000 - Instructional Services	100 - Salaries	\$2,000.00	Purpose Code					
Certified Teachers	6000 - Systems Wide Supports	300 - Purchased Services/Contracts	\$5,000.00	5000- Instructional Services	\$2,000	\$0	\$0	\$0	\$2,000
Teacher Assistants				6000-System-Wide Support	\$0	\$0	\$5,000	\$0	\$5,000
Tutors				8000- Non-Programmed Charges	\$0	\$0	\$0	\$3,000	\$3,000
Salary Benefits	8000 - Non-Program Charges	400 - Supplies and Materials	\$3,000.00	Total	\$2,000	\$0	\$5,000	\$3,000	\$10,000
Contracted Services									
Printing/Binding Fees									
Postage									
Lease/Rental									
Telephones/Mobile Devices									
Workshop Expenses/Allowable Travel									
Curriculum Development									
Staff Development Instructor Pay									
Staff Development Participant Pay									
Family Engagement/Education Activities									
Travel Reimbursement									
Supplies and Materials									
Other Textbooks and Instructional Materials									
Library Books									
Computer Software and Supplies									
Furniture and Equipment - Inventoried									
Computer Equipment - Inventoried									
Sales and Use Tax Expense									
Equipment Purchase - Capitalized									
Computer Hardware Purchase - Capitalized									
Extended Contracts									
Office Support									
Transportation									
Other (specify)									
Other (specify)									
Other (specify)									
Other (specify)									
Other (specify)									
Other Non-State Line Item (specify)									
Other Non-State Line Item (specify)									
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Other Non-State Line Item (specify)									
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Other Non-State Line Item (specify)									
Other Non-State Line Item (specify)									
Other Non-State Line Item (specify)									
Other Non-State Line Item (specify)									
TOTALS			\$10,000.00						
Signature of PSU/Non-PSU Fiscal Agent Chief Administrator or Designee:									

Non-Allowable Use of Funds

For further guidance on allowable and non-allowable costs, refer to the [NCDPI 21st CCLC Grant Guidance](#).

Funds may NOT be used (i.e., reimbursed) for the following:

- Purchase of vehicles
- Costs for developing the proposal
- Food purchases for staff (see [Section 2.G.](#))
- Fundraising costs
- Land acquisition
- Building or renovation cost
- Cost of conducting an audit if total of all federal grants received is less than \$750,000**
- Direct cash or gift cards in any amount for students or their parents
- Field trip tickets purchased in advance for those who do not attend
- Entertainment or any costs associated with entertainment including diversions and social activities
- Charitable contributions
- Bonuses of any kind

This list is not all INCLUSIVE

Allowable Use of Funds

For further guidance on allowable and non-allowable costs, refer to the [NCDPI 21st CCLC Grant Guidance](#).

Funds MAY be used (i.e., reimbursed) for program implementation as well as for operational expenses, including, but not limited to the following:

- Personnel and personnel benefits (see [Section 2.D.](#))
- Staff development and training
- Consultants, subcontracts and evaluators
- Transportation costs for students (see [Section 2.F.](#))
- Educationally related field trips (see [Section 4.I.](#))
- Approved food purchases (see [Section 4.I.4](#) and [Section 4.J.](#))
- Renting space to the extent that the rates are reasonable and in alignment with 200.465, if necessary
- Teacher substitutes
- Travel reimbursements (see [Section 2.G.](#))
- 21st CCLC program equipment and supplies, including computers and software (see [Section 2.C.4](#))
- Memberships in warehouse clubs or business, technical and/or professional organizations if the membership is in the name of the 21st CCLC Program
- Memberships in any civic or community organization

Clothing Purchase Allowability

- 21st CCLC Programs may use grant funds to purchase program-specific t-shirts as uniforms for staff employed by the 21st CCLC grant.
- Clothing items may be purchased for students if it is needed for safety purposes (e.g., branded t- shirts that students wear on field trips so that they are easily identifiable).
- All clothing items purchased with 21st CCLC funds for both staff and students must have the name of the 21st CCLC grant or the 21st CCLC logo printed on them.
- All clothing costs paid for with 21st CCLC grant funds must have proof of being reasonable and necessary.

Food Cost Allowability

- 21st CCLC Programs may use grant funds to purchase daily nutritional snacks based on the following guidelines:
 - 21st CCLC Program operates for **4 hours or less per day**: (1) snack per day per student allowable
 - 21st CCLC Program operates for **more than 4 hours per day**: (2) snacks per day per student allowable
- All funds used to purchase daily snacks for 21st CCLC Programs will **only be reimbursed up to \$0.96 per snack per student**. Any costs over \$0.96/snack will need to be covered by another non-21st CCLC funding source.

Providing Healthy Snacks

- All programs should pursue opportunities to access other funding sources to cover food costs such as:
 - National School Lunch Program
 - [Child and Adult Care Food Program](#) (CACFP)
 - Local Food Banks
 - Summer Food Service Program(SFSP)

Summer Food Service Program (SFSP)

FY22 Competitive Summer Mini-Grant Programs can apply to be either SFSP sponsors or sites. To learn more information about the requirements, please visit: <https://www.dpi.nc.gov/districts-schools/district-operations/school-nutrition/school-nutrition-programs/summer-nutrition-programs>

The SFSP application to become a sponsor closes on March 1st

- to start the SFSP application now if interested in becoming a sponsor by completing the Prescreen at [Child Nutrition Information and Payment System \(ncchildnutrition.org\)](https://www.ncchildnutrition.org/). Summer Nutrition Staff are available to provide technical assistance.
- Alternatively, we can work with them to connect the site to sponsors in their area, as feasible and available.

NOTE: Applying to be a sponsor or a site for the SFSP does not obligate applicants to implement the program.

To learn about SFSP and other food programs, consider attending:
NC Child Hunger Leaders Conference ~ Thursday, February 17,
2022 *FREE* <https://www.carolinahungerinitiative.org/conference/>

Funding Application Guidance: Budget Section (cont.)

- **REMINDER:** *The proposed budget submitted with the 21st CCLC FY22 Competitive Summer Mini-Grant Program funding application is **NOT** the approved budget for release of funds.*
- Upon grant approval, the awardees will be required to submit a detailed proposed budget utilizing the appropriate Purpose and Object Codes as described in the Budget Form 208 in the Related Documents Section.
- Prior to the actual release of funds, the NCDPI must review **and approve** the detailed budget.

CCIP Related Documents

Megan Orleans, Program Administrator

Funding Application- Related Documents Section

Required

- 21st CCLC FY22 Competitive Summer Mini-Grant Application
- Basic Organization Information
- Statement of Assurances
- Debarment Certification
- Criminal Background Certification
- Proposed Feeder Schools and Low-Performing Status
- Private School Consultation
- Conflict of Interest Form
- Total Cost Worksheet
- SAM Registration Confirmation

Optional

1. Partnership Agreement with PSUs (template provided)
2. Other Collaborative Agreement(s) (no template provided)

1. 21st CCLC FY22 Competitive Summer Mini-Grant Application



I. Basic Information	
Public School Unit (PSU)/Non-PSU Organization Name:	
Public School Unit (PSU)/Non-PSU Organization Code:	
PSU Organization Type:	<input type="checkbox"/> District <input type="checkbox"/> Charter School <input type="checkbox"/> Lab School
Non-PSU Organization Type:	<input type="checkbox"/> Community Based Org <input type="checkbox"/> Faith Based Org <input type="checkbox"/> Non-Profit Org <input type="checkbox"/> For Profit Org <input type="checkbox"/> Institutions of Higher Education <input type="checkbox"/> City or County Government Agency <input type="checkbox"/> Private Org
Fiscal Agent Chief Administrator Name:	
Fiscal Agent Chief Administrator Email Address:	
Fiscal Agent Chief Administrator Phone Number:	
County:	
Grant Amount Requested:	
Proposed Number of Students to be Served:	
Proposed Number of Weeks/Dates of Programming:	
Proposed Number of Hours of Programming per Week:	
Indicate the Grade Level(s) of Students to be Served:	<input type="checkbox"/> Grades K-5 <input type="checkbox"/> Grades 6-8 <input type="checkbox"/> Grades 9-12
Proposed Number of Sites:	
Time Period:	April 11 th through September 1 st , 2022
II. Eligibility Checklist	
All applicants for the 21 st CCLC FY22 Competitive Summer Mini-Grant must meet the following eligibility requirements (i.e. box must be checked to move forward):	
<input type="checkbox"/> Applicant's 21 st CCLC FY22 Summer Mini-Grant Program will primarily serve students in grades K-12 who attend schools eligible for Title I, Part A school-wide programs.	
Additional Eligibility Requirements for current 21st CCLC Grantees only:	
Are you a current 21 st CCLC Grantee? <input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, please complete the following eligibility criteria below)	
Are you proposing new programming by serving additional feeder-schools and targeted students not currently being served by the existing 21 st CCLC program? This means that any currently funded 21 st CCLC organizations applying for new funding may not apply for duplicate funding for the same project and schools/sites.	
If yes, describe specifically how the new program differentiates from your current 21st CCLC program: <input type="text"/>	
If no, go to the next eligibility check-list section below.	
If the Current 21 st CCLC Grantee Applicant is not proposing new programming, to be eligible your organization must have less than 51% of their current year allotment remaining at the time the application is due (February 9, 2022):	
<ul style="list-style-type: none"> Current Year Allotment Amount: <input type="text"/> Remaining Cash Balance: <input type="text"/> Is Balance less than 51%: <input type="checkbox"/> Yes <input type="checkbox"/> No 	

2. Basic Program Information Form



21ST CCLC FY22 Competitive Summer Mini-Grant (SMG) BASIC PROGRAM INFORMATION Competitive Grant Program 2022

Revised October 2021



I. Basic Information of Organization Applying for 21 st CCLC FY22 Competitive SMG Funding	
Fiscal Agent Organization Name:	
Fiscal Agent Organization Unit Number #:	
Fiscal Agent Organization Dunn & Bradstreet #:	
Fiscal Agent Organization Tax ID #:	
Fiscal Agent Organization Physical Address:	
Requested Grant Award:	\$
County(ies) Served by Proposed 21 st CCLC SMG:	
Fiscal Agent Chief Administrator Name:	
Fiscal Agent Chief Administrator Email Address:	
Fiscal Agent Chief Administrator Phone Number:	
Chief Finance Office Name (if appropriate):	
Chief Finance Office Email (if appropriate):	
Chief Finance Office Phone (if appropriate):	
If submitting a Joint Application, provide name of Partnering Agency:	

II. Other Summer Federal Funding Sources (if applicable)	
If your organization is receiving other federal funds to support the implementation of summer programs between April 11 – September 1, 2022, please indicate the other federal grant sources below:	
<input type="checkbox"/> 21 st CCLC Cohort 13/14/15	<input type="checkbox"/> FY22 ELISS
<input type="checkbox"/> ESSER 176	<input type="checkbox"/> ESSER 177
<input type="checkbox"/> Other (please type in):	<input type="checkbox"/> Not Applicable

III. Basic Information of 21 st CCLC FY22 Competitive SMG Program Components			
21 st CCLC FY22 SMG Program Name:			
SMG Program Director Name:			
SMG Program Director Email:			
SMG Program Director Phone Number:			
FY22 Competitive SMG Program:	Number of Student Slots:	Dates of Programming From: to:	Total Number of Weeks Students Served:

III. 21 st CCLC FY22 COMPETITIVE SMG PROGRAM SITE/CENTER INFORMATION (complete for each site/ center):			
Site # 1 Location Name & Physical Address:	Days/Hours of Operation:	Phone #:	Site Director Name and Email Address):
Site # 2 Location Name & Physical Address:	Days/Hours of Operation:	Phone #:	Site Director Name and Email Address):
Site # 3 Location Name & Physical Address:	Days/Hours of Operation:	Phone #:	Site Director Name and Email Address):

Insert additional cells as necessary.

**Assurances for 21st CCLC FY22 Competitive Summer Mini-Grant** (Revised November 2021)

Assurances are hereby provided to the State Education Agency (SEA) that the applicant and all employees and representatives of the applicant's organization will abide by the following terms:

3. Statement of Assurances

- Read each assurance with care to ensure your organization can attest that it will be upheld
- Ensure the appropriate signatures are in place

- Implement a program in a safe and easily accessible facility in accordance with section 4204(b)(2) (A)(i).
- Develop and implement the proposed program in active collaboration with the schools the students attend in accordance with section 4204(b)(2)(D).
- Primarily target students who attend schools eligible for school-wide programs under section 1114 and the families of such students in accordance with section 4202(b)(2)(F).
- Use funds to increase the level of State, local and other non-Federal funds that would, in the absence of funds under this part, be made available for programs and activities authorized under this part, and in no case supplant Federal, State, local, or non-Federal funds in accordance with section 4202(b)(2)(G).
- Provide the community with notice of an intent to submit an application and that the application and any waiver request will be available for public review after submission of the application in accordance with section 4204(b)(2)(L).
- Submit evaluation data supporting successful program implementation and progress aligned with the approved proposal.
- Consult with private school officials during the design and development of the 21st CCLC FY22 Competitive Summer Mini-Grant program on issues such as how the children's needs will be identified and what services will be offered.
- Ensure that services and benefits provided to private school students must be secular, neutral, and non-ideological.
- Ensure the organization does not collect fees and services and benefits provided to enrolled students are free of charge.
- Use funds solely for the purposes set forth in this grant program as approved in the application.
- Use fiscal control and fund accounting procedures that will ensure proper disbursement of, and accounting for federal funds allotted to the organization.
- Be responsible for repayment of 21st CCLC FY22 Competitive Summer Mini-Grant federal funds in the event of an audit exception or compliance issue.
- Maintain records to ensure that the Single Audit Requirement is applicable for any non-federal entity that expends \$750,000 or more in a year in Federal awards shall have a single or program specific audit conducted for that year in accordance with the provisions of Uniform Guidance, Subpart F.
- Conduct operations in compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and Title IX of the Education Amendments of 1972, if applicable.
- Abide by federal regulations which bar discrimination on the basis of race, color, national origin, religion, disability, age, sex and which require accessibility for persons with disabilities.
- Provide the Federal awarding agency, Inspectors General, the Comptroller General of the United States, and the pass-through entity or any other authorized representatives the right of access to any documents, papers, or other records of the non-Federal entity which are pertinent to the Federal award, in order to make audits, examinations, excerpts and transcripts. The right also includes timely and reasonable access to the non-Federal entity's personnel for the purpose of interview and discussion related to such documents (§200.337).
- Maintain records to ensure that student attendance is tracked on a daily basis.
- Use funds during the 21st CCLC FY22 Competitive Summer Mini-Grant fiscal availability from April 11, 2022 to September 1, 2022, with no carryforward allowed.
- Thoroughly read, understand, and agree to uphold all policies and procedures found in the most recent NCDPI 21st CCLC Grant Guidance document.

Fiscal Agent Organization Name: _____

Title of Fiscal Agent Chief Administrator or Designee: _____

Printed Name of Fiscal Agent Chief Administrator or Designee: _____

Signature of Fiscal Agent
Chief Administrator or Designee: _____ Date: _____

4. Debarment Certification

For NC Debarred Vendors, go to <https://ncadmin.nc.gov/documents/nc-debarred-vendors>.

To search for federal exclusion records. go to: <https://www.sam.gov/SAM/>

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, debarment and suspension, 34 CFR Part 85, Section 85.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 160-19211). Copies of the regulations may be obtained by contacting the person to whom this proposal is submitted. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

Website Reference for NC Debarred Vendors: <http://www.doa.state.nc.us/PandC/actions.asp>

THE AUTHORIZED REPRESENTATIVE IS THE SUPERINTENDENT.

1. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into, if it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
2. The prospective lower tier participant shall provide immediate written notice to the person which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
3. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
4. The prospective lower tier participant agrees by submitting this proposal that should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
5. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification on all lower tier covered transactions and in all solicitations for all solicitations for lower tier covered transactions.
6. A participant in a covered transaction may rely upon a certification of a perspective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
7. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
8. Except for transactions authorized under number 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



Printed Name of Registered Agent

Signature of Registered Agent

Date

5. Criminal Background Check Certification

- Program conducts criminal background checks for all staff, direct service contractors, and volunteers, PRIOR to working with students
- Run against national and state criminal databases including North Carolina Sex Offender Database and National Sex Offender Database
- Allowable Expense



CRIMINAL BACKGROUND CHECK CERTIFICATION

Fiscal Agent Organizations awarded the 21st Century Community Learning Centers (CCLC) FY22 Competitive Summer Mini-Grant must certify that all employees, direct-service contractors, and volunteers who work with the program have approved criminal background checks on file prior to their work with the program. In accordance with State 21st CCLC guidelines, the organization's procedure regarding criminal background checks must meet the following requirements:

1. Must comply with the criminal background check policy and personnel procedures of the program feeder schools' district(s) [district is also referred to as the Local Education Agency (LEA)], or that of the Non-LEA Fiscal Agent Organization's governing board.
2. In the absence of a Fiscal Agent Organization's governing board policy, the Fiscal Agent Organization must obtain background checks that meet the following criteria at a minimum:
 - o Criminal background checks are run against national and state criminal databases, and must include the North Carolina Sex Offender Database, <http://sexoffender.ncsbi.gov/>, and the National Sex Offender database, <http://www.nsopr.gov/>.
 - o Criminal record checks must be completed and cleared for all new or existing employees, volunteers, or contractors prior to their interaction with children or handling of 21st CCLC FY22 Competitive Summer Mini-Grant funds.
 - o Statewide criminal background checks must include all states in which the employee or volunteer lives or has lived for the previous five (5) years.
 - o All criminal background checks must be obtained directly and kept on file by the Fiscal Agent Organization; background checks obtained/submitted by employees are not acceptable. The Fiscal Agent Organization maintains responsibility to ensure that the background check data is accurate and current.
 - o All criminal background checks must include the following:
 - a) Date criminal history check was obtained;
 - b) Name of agency that completed criminal history check;
 - c) Name or identity code of the person who ran the background check; and
 - d) Results of the criminal history check (e.g. "no record," "record attached," etc.).
3. Each Fiscal Agent Organization has the authority to determine and manage its own personnel policies; however, individuals convicted of the following offenses are strictly prohibited from working with the 21st CCLC FY22 Competitive Summer Mini-Grant Program in any capacity:
 - o Felony (of any kind);
 - o Any offense involving sexual or physical abuse/neglect against a child.
4. If an employee or volunteer is arrested, charged, or convicted of a crime as indicated above during the course of contracted services with the 21st CCLC FY22 Competitive Summer Mini-Grant Program, that individual is required to notify the Fiscal Agent Organization within 24 hours (or within 72 hours if arrested), and the organization must run a new criminal background check.

By signing below, I am attesting that the Fiscal Agent Organization understands and will abide by the abovementioned guidelines regarding criminal background checks for employees, volunteers, and contractors working with the 21st CCLC FY22 Competitive Summer Mini-Grant Program. (Hand-written signature is required.)

Fiscal Agent Organization Name: _____
Fiscal Agent Organization: _____
Chief Administrator or Designee Signature: _____ Date: _____

6. Proposed Feeder School(s) with School Poverty and Performance Status

[illegible]

7. Private Schools Consultation

- Section 8501 of the Every Student Succeeds Act (ESSA) requires timely and meaningful consultation occur between any entity receiving 21st CCLC Competitive Summer Mini-Grant Program funds and private school officials prior to any decision that affects the opportunities of eligible private school children, teachers, and other educational personnel to participate in programs under this Act
- [NC List of Private Schools](#)

AFFIRMATION OF NOTIFICATION, INVITATION & CONSULTATION FOR TITLE IV-B EQUITABLE SERVICES OFFERED TO PRIVATE SCHOOLS BY A 21st CENTURY COMMUNITY LEARNING CENTER (21st CCLC) FY22 Competitive Summer Mini-Grant Program

Private School: <input style="width: 50px;" type="text"/>	Phone: <input style="width: 50px;" type="text"/>
21 st CCLC FY22 SMG ORGANIZATION NAME & UNIT #: <input style="width: 150px;" type="text"/>	

SECTION A: The private school representative checks one box.

A-1 ☐ THE PRIVATE SCHOOL HEREBY AFFIRMS that:

- a. the "Summary of Topics for Consultation and Statement of Assurances for the Provision of Equitable Services to Private School Children" was provided to the Private School by the 21st CCLC FY22 Competitive Summer Mini-Grant Program regarding its FY22 Competitive Summer Mini-Grant Program,
 - b. the selections made in SECTION B (below) are based on timely and meaningful consultation with the 21st CCLC FY22 Competitive Summer Mini-Grant Program regarding its 21st CCLC FY22 Competitive Summer Mini-Grant Program and on verifiable enrollment and eligibility data provided by the private school to the 21st CCLC FY22 Competitive Summer Mini-Grant Program,
 - c. the proposed design of accepted service(s) is equitable with respect to eligible private school children and
 - d. consultation shall continue throughout the implementation and assessment of all accepted programs.
- OR**

A-2 ☐ THE PRIVATE SCHOOL HEREBY ASSERTS that one or more of the four conditions listed above have not been met. Complaints or concerns regarding this process may be filed with the Equitable Services Ombudsman at NCDPI (984-236-2797).

SECTION B: 1- Only the private school may check the boxes in this section.

ACCEPT	DECLINE
<input type="checkbox"/> The private school hereby <u>accepts</u> participation in Title IV-B equitable services for the duration of the 21 st CCLC FY22 Competitive Summer Mini-Grant Program.	<input type="checkbox"/> The private school hereby <u>declines</u> participation in Title IV-B equitable services for the duration of the 21 st CCLC FY22 Competitive Summer Mini-Grant Program.

SECTION C: The private school representative provides a hand-written signature to affirm selections in A & B above.

Name of Private School Official: <input style="width: 100%;" type="text"/>	Signature of Private School Official: <input style="width: 100%;" type="text"/>	Date Signed: <input style="width: 100%;" type="text"/>
---	--	---

SECTION D: If the private school representative did not complete Sections A, B & C, the 21st CCLC SMG Program must check this box.

☐ THE 21st CCLC FY22 Competitive SMG Program HEREBY AFFIRMS and has documented that the private school was notified of the availability of federally funded equitable services provided by the 21st CCLC FY22 Competitive Grant Program and was invited to consult, but the private school:

- a. did not complete Sections A, B & C,
- b. actively refused the invitation to consult or
- c. did not respond, despite three timely and direct invitations being sent.

SECTION E: The 21st CCLC FY22 Competitive SMG Program's Fiscal Agent Chief Administrator or Designee official's signature is required in all cases.

Name of Fiscal Agent Chief Administrator or Designee Program Official: <input style="width: 100%;" type="text"/>	Signature of Fiscal Agent Chief Administrator or Designee Program Official: <input style="width: 100%;" type="text"/>	Date Signed: <input style="width: 100%;" type="text"/>
--	---	--

All affirmation forms must be uploaded in CCIP by the application deadline.

21st CCLC Private Schools Process for Pending Grant Approvals



Intent forms need to be sent with date for consultation pending grant award approval.



If awarded, then all private school documents would need to be uploaded by time of budget approval and release of funds.



You can upload a



- 1. list of private schools; and*
- 2. one private school form filled out at the top for your organization and sign; and*
- 3. identify the date of your tentative consultation meeting.*



The private schools to consider for consultation for this grant would be the schools within the attendance zone of the feeder schools served with the 21st CCLC FY22 Summer Mini-grant.

8. Conflict of Interest Agreement

- Within the 21st CCLC Competitive Summer Mini-Grant program, conflicts of interest could include:
- Employing immediate family members as contract labor for services.
- Having a program employee serve as a vendor.
- Purchasing supplies from a company in which a program employee has a financial interest.



21st CCLC FY 22 Competitive SMG: Conflict of Interest Agreement

21st CCLC FY22 Competitive SMG Organization Name: _____

21st CCLC FY22 Competitive SMG Organization Unit Number: _____

According to the general procurement standards, the non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. ([EDGAR 2 CFR §200.318](#))

Within the 21st CCLC FY22 Competitive Summer Mini-Grant Program, conflicts of interest could include:

- Employing immediate family members as contract labor for services.
- Having a program employee serve as a vendor.
- Purchasing supplies from a company in which a program employee has a financial interest.

NOTE: North Carolina General Statute (G.S. 115C-12.2) defines "immediate family member" as a spouse, parent, child, brother, sister, grandparent, or grandchild. The term also includes the step, half, and in-law relationships.

I agree and accept the above Conflict of Interest Agreement:

21st CCLC FY22 Competitive SMG Program Director's Printed Name: _____

*Program Director's Signature (Required): _____ Date: _____

Fiscal Agent Chief Administrator or Designee Printed Name: _____

*Fiscal Agent's or Designee's Signature (Required): _____ Date: _____

*If the Program Director and Fiscal Agent Chief Administrator or Designee for the organization are the same person, a signature must be completed in both places to represent agreement in both roles.

Rev. 11/01/2021

Examples of a Conflict of Interest

- Hiring an unqualified relative to provide services your company needs
- Owning part of a business that sells goods or services to your employer
- Making arrangements to work for a vendor or client at a future date while continuing to do business with them

9. Total Cost Worksheet

21st Century Community Learning Centers FY22 Competitive Summer Mini-Grant Program Total Cost Worksheet			
Expenditure Categories	Purpose Code Category	Object Code Category	Amount Requested (Grant Funds)
			<i>enter dollar amount (column will auto total)</i>
Director/Coordinator	5000 - Instructional Services	100 - Salaries	\$2,000.00
Certified Teachers	6000 - Systems Wide Supports	300 - Purchased Services/Contracts	\$5,000.00
Teacher Assistants			
Tutors			
Salary Benefits	8000 - Non-Program Charges	400 - Supplies and Materials	\$3,000.00
Contracted Services			
Printing/Binding Fees			
Postage			
Lease/Rental			
Telephones/Mobile Devices			
Workshop Expenses/Allowable Travel			
Curriculum Development			
Staff Development Instructor Pay			
Staff Development Participant Pay			
Family Engagement/Education Activities			
Travel Reimbursement			
Supplies and Materials			
Other Textbooks and Instructional Materials			
Library Books			
Computer Software and Supplies			
Furniture and Equipment - Inventoried			
Computer Equipment - Inventoried			
Sales and Use Tax Expense			
Equipment Purchase - Capitalized			
Computer Hardware Purchase - Capitalized			
Extended Contracts			
Office Support			
Transportation			
Other (specify)			
Other (specify)			
Other (specify)			
Other (specify)			
Other (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
Other Non-State Line Item (specify)			
TOTALS			\$10,000.00
Signature of PSU/Non-PSU Fiscal Agent Chief Administrator or Designee:			

10. Register with the System for Award Managemen t (SAM)

- Registering with the System for Award Management (SAM) is a required step for your organization to be able complete the 21st CCLC application through the CCIP system.
- Confirmation that you have successfully registered your organization with the US Government's SAM system must be uploaded to the Related Documents page of the Funding Application.
- To register with SAM, applicants must first have a D-U-N-S number, as well as a Taxpayer Identification Number (TIN) or Employment Identification Number (EIN).
- It can take up to two-weeks to register with SAM. SAM registration must be renewed annually.
- If you have a current SAM registration, you do not need to re-register, however, you will still need to upload your most recent SAM registration confirmation to CCIP. To check your registration status, search the records located on the SAM webpage linked above.

Optional Documents













1. PARTNERSHIP AGREEMENT WITH
PSUS (TEMPLATE PROVIDED)



2. OTHER COLLABORATIVE
AGREEMENT(S) (NO TEMPLATE
PROVIDED)

Submission in CCIP; 12:00PM NOON EST February 9, 2022 “Draft Completed”

Required Documents		
Type	Document Template	Document/Link
21st CCLC Summer Mini-Grant Application [Upload 1 document(s)]	 21st CCLC Summer Mini-Grant Application	
21st CCLC Basic Organization Information [Upload 1 document(s)]	 21st CCLC Basic Organization Information	
Statement of Assurances [Upload 1 document(s)]	 Statement of Assurances	
Debarment Certification [Upload 1 document(s)]	 Debarment Certification	
Criminal Background Check Certification [Upload 1 document(s)]	 Criminal Background Check Certification	
21st CCLC Proposed Feeder School(s) with School Poverty & Performance Status [Upload 1 document(s)]	 21st CCLC Proposed Feeder School(s) with School Poverty & Performance Status	
Private Schools Consultation [Upload at least 1 document(s)]	 Private Schools Consultation	
21st CCLC Conflict of Interest Certification [Upload 1 document(s)]	 21st CCLC Conflict of Interest Agreement	
Total Cost Worksheet [Upload 1 document(s)]	 Total Cost Worksheet	

Optional Documents		
Type	Document Template	Document/Link
Partnership Agreement w LEAs (for nonprofits working in collaboration with LEAs)	 Partnership Agreement w LEAs (for nonprofits working in collaboration with LEAs)	
Other Collaborative Agreement(s) - No template provided	N/A	

Submit the application in CCIP

- Once you have drafted your proposal, all information (including Document uploads,) must be entered into the web-based grant management system
- Only proposals submitted through CCIP as at least “Draft Completed” by **12:00 p.m. NOON EST February 9, 2022** will be reviewed/evaluated
- Once an application is submitted, no changes can be made to the proposal

21st CCLC FY22 Competitive Summer Mini-Grant Proposed Timeline

- December 3, 2021 – Request for Proposal Announcement
- January 10, 2022 – CCIP Opens for Eligible Organizations @ 8 A.M.
- January 18, 2022 – RFP & CCIP Virtual Office Hours (1 P.M. – 2 P.M.)
- **February 9, 2022 – Application Due (12:00 P.M. – NOON EST)**
- February - March 2022 – Level I & II Reviews
- **April 6-7, 2022 – SBE Meeting for Review and Approval of Recommended Applications; Notification to follow in days after SBE meeting**
- ★ April 13, 2022 – Onboarding Webinar (Part I)

21st CCLC FY22 Competitive Summer Mini-Grant Contact Information

Name	Position	Email
Susan Brigman	Section Chief Federal Program Monitoring and Support	Susan.Brigman@dpi.nc.gov
Megan Orleans	Program Administrator Federal Program Monitoring and Support	Megan.orleans@dpi.nc.gov
Eric Rainey	Program Administrator Federal Program Monitoring and Support	Eric.rainey@dpi.nc.gov
Wendy Buck	Program Administrator Federal Program Monitoring and Support	Wendy.buck@dpi.nc.gov
Katrina Blount	Fiscal Monitor, Federal Program Monitoring and Support	Katrina.blount@dpi.nc.gov
Tara Powe	Fiscal Monitor, Federal Program Monitoring and Support	Tara.powe@dpi.nc.gov

Questions?



