

# Questions and Answers

## 21st Century Community Learning Centers (21st CCLC) - 11/18/2019 7:42:00 AM

Number: 2020-01

### Questions and Answers:

**Q: pre-k** Posted On: 12/4/2019 8:05:57 AM

Good Morning

I work for Wilmington Head Start 3 to 5 year old inner city children, do we qualify to receive this kind of grant?

**A:** This RFP is for a partnership with Title I-eligible K – 12 public schools and community agencies to provide out-of-school programming to the K – 12 students. Wilmington Head Start is not a Title I-eligible K – 12 public school. Answered On: 12/19/2019 10:31:44 AM

Wilmington Head Start could be a partnering agency if it found an eligible school that wants to partner with it, but there is no requirement for schools to partner with any specific community agency.

---

**Q: Can a Community Partner be in more than one 21CCLC grant?** Posted On: 12/17/2019 9:01:39 AM

If a community partner gets added to an existing 21CCLC program with one school, can it also be the lead applicant for a new application, partnering with a different school?

And to be added to an existing program, the lead on that program would need to re-write their grant, right? Do they have to start with a whole new application, or would they just do an addendum/renewal type application?

**A:** Yes, a community partner can partner with several schools in several 21st CCLC grants. If an existing program wants to add partners and needs assistance on how to do that, they should contact John Hulse directly. Answered On: 12/19/2019 10:32:17 AM

---

**Q: 21CCLC-student stipends** Posted On: 1/12/2020 2:44:45 PM

We are considering a workforce/job skills development program for high school students. Could grant funds go toward stipends for the students, who would be enrolled in job training type programs?

**A:** 21st CCLC funds cannot be used for student stipends. Answered On: 1/13/2020 10:32:46 AM

---

**Q: Session/hour minimum requirement** Posted On: 1/12/2020 2:45:28 PM

Can the 150 session/360 hour minimum requirement be accomplished over multiple programs?

**A:** Every student must have access and be encouraged to take part in every session. So, if there are "multiple programs," each must have the 150 session/360 hour requirement. Answered On: 1/13/2020 10:33:32 AM

---

<b>Q: # of school partners</b>	Posted On: 1/12/2020 2:46:03 PM
Can more than one school partner with only one community organization?	
<b>A:</b> Schools can partner with more than one community organization. Community organizations can partner with one or more schools. As these partnerships develop, the benefits of including multiple schools in one 21st CCLC application or dividing the schools up into some subset of separate 21st CCLC applications is the decision of the partners.	Answered On: 1/13/2020 10:34:31 AM
<b>Q: Minimum student hours</b>	Posted On: 1/12/2020 2:47:10 PM
Is the minimum # hours for a student to be counted (30, right?) have to be achieved over a particular period of time?	
<b>A:</b> Students are not "counted" as participants until they have attended 30 days (or sessions), not hours. This can happen over the course of the whole year, but, of course, it is encouraged that the 30 days happen much sooner.	Answered On: 1/13/2020 10:35:07 AM
<b>Q: Business references</b>	Posted On: 1/12/2020 2:47:38 PM
For the 3 business references, what kinds of entities do applicants usually get these from?	
<b>A:</b> RFP respondents may consider non-profits, other government employees (besides the State of Delaware), board members or other business references.	Answered On: 1/13/2020 10:36:46 AM
<b>Q: SAM registration</b>	Posted On: 1/12/2020 2:48:01 PM
Is this needed for this grant?	
<b>A:</b> Yes, SAM registration is required.	Answered On: 1/13/2020 10:49:53 AM
<b>Q: # students served</b>	Posted On: 1/12/2020 2:48:39 PM
The application asks the applicant for the # of students served during the school year and in the summer. The Warehouse is a brand new organization, and will open in spring 2020. Do we just estimate what we think those numbers are?	
<b>A:</b> Yes.	Answered On: 1/13/2020 10:35:41 AM
<b>Q: Can you define and give examples of an "accessible community facility?"</b>	Posted On: 1/13/2020 9:11:37 PM

Can you define and give examples of an "Accessible community facility?"

Our organization provides a range of very high quality services to support student learning and development. Our offerings include tutoring and mentoring, homework help, academic enrichment, music, arts, sports, cultural activities, and community service opportunities.

We would like to partner with a number of schools and have students at our facility. Is this possible? What would be our minimum number of students from each school?

**A:** An accessible community facility must be licensed and meet the Office of Childcare Licensing requirements by the time the site is "open" for 21st CCLC students. Please see <https://kids.delaware.gov/occl/providers.shtml> for information. The minimum number of students at each site is 25. The 21st CCLC program is a partnership between eligible school(s) and community organization (s). The schools do not just provide students, but each participating school must be involved in the planning and implementation of the program.

Answered On: 1/17/2020 2:33:26 PM

---

**Q: Can existing after school programs bring students from schools into their CCLC facility?** Posted On: 1/14/2020 10:22:25 AM

Can our partner be school district instead of just one school?

Can we partner with multiple school districts?

We have pianos and music equipment here at our facility. Can we host the program here with permission from the schools/school districts?

Is it possible to offer a program at a school AND at our current facility if we are working with multiple schools? We are trying to make our program as accessible and convenient as possible. We have a number of charter, and Title I schools within one mile of our facility.

Thanks!

**A:** Multiple schools in multiple school districts or charter schools may be partners in one 21st CCLC subgrant (or multiple 21st CCLC subgrants may be submitted for a smaller number of schools in each subgrant, if desired). Each eligible school must be listed in the application and each principal must sign (as well as the school district superintendent(s) and business manager(s)). The location of the 21st CCLC program site(s) are decided by the planning team. Sites need to be licensed by the Office of Childcare Licensing (OCCL).

Answered On: 1/17/2020 2:35:03 PM

---

**Q: participants connection to school** Posted On: 1/28/2020 12:49:57 PM

Do the student participants have to be connected to the school partner(s), or can they also come from other places?

**A:** Student participants must either attend eligible participating schools listed in the application or attend private schools in the participating schools' feeder pattern where the private school leader(s) have sent back affirmative intent to participate letters, as well.

Answered On: 1/28/2020 12:50:06 PM

---

**Q: Community Partner role** Posted On: 1/27/2020 2:27:43 PM

Does the community partner have to also be running elements of the 21CCLC programming, or can it be an umbrella organization that oversees multiple organizations programming?

<p><b>A:</b> The community partner(s) need to document their participation in Memorandum of Understanding (MOU) documents, which are part of the application. Throughout the application, the community partner(s) and school(s) will describe how each is contributing to the proposed 21st CCLC program and what each organization and school will do. An "umbrella organization" is allowed. Using the embedded rubric, scorers will assign points to the responses in the application. It is advised to make the role of each entity clear for the reviewers so that the application is understandable and may receive consideration for the highest points available for each section.</p>	<p>Answered On:</p>	<p>1/28/2020 12:50:23 PM</p>
<p><b>Q: Licensing question</b></p>	<p>Posted On:</p>	<p>2/20/2020 10:28:45 AM</p>
<p>We are a non-profit organization currently not licensed but would be looking to serve students within the school setting and we would endure our partner would be licensed. Given this situation, would we be expected to go through the licensing process or are we OK with not having to go through the process? Can you please advise?</p>	<p>Answered On:</p>	<p>2/20/2020 10:29:18 AM</p>
<p><b>A:</b> The lead fiscal agent must be licensed by the Office of Child Care Licensing (OCCL) before an out-of-school time program begins. The lead applicant does not have to be licensed in order to submit an application. (The only exemption to this is if the lead fiscal agent is a school district or charter school.)</p>	<p>Posted On:</p>	<p>3/16/2020 11:06:45 AM</p>
<p><b>Q: OCCL</b></p>	<p>Answered On:</p>	<p>3/16/2020 3:57:01 PM</p>
<p>Does an community organization hosting 21CCLC programs, but serving students aged 14-19 need to have the child care license?</p> <p>If it's 13-19 does that make a difference?</p>	<p>Answered On:</p>	<p>3/18/2020 12:43:12 PM</p>
<p><b>A:</b> The community organization must pursue a license through the Office of Childcare Licensing (OCCL). OCCL will determine whether the program needs to be licensed or not. If not, they will issue an exemption, which the community organization will need to show to the 21st CCLC state coordinator.</p>	<p>Posted On:</p>	<p>3/20/2020 2:36:40 PM</p>
<p><b>Q: Submission Date</b></p>	<p>Answered On:</p>	<p>3/18/2020 12:46:28 PM</p>
<p>Based on recent issues around the virus situation and businesses closing is there a new deadline for submission, especially if we are needing to get signatures for partnerships?</p>	<p>Answered On:</p>	<p>3/20/2020 2:38:55 PM</p>
<p><b>A:</b> Yes, the deadline has been extended from April 15, 2020 to April 29, 2020.</p>	<p>Posted On:</p>	<p>3/30/2020 11:19:38 AM</p>
<p><b>Q: Scanned vs. Live Signatures</b></p>	<p>Would it be appropriate to allow scanned signatures for submission, if deadlines stay the same. Thanks</p>	<p>Answered On:</p>
<p><b>A:</b> Attachment 2 has to be notarized, and I don't believe a notary and electronic signature have been paired up yet. We also require the Non-Collusion as an original document with the bid.</p>	<p>Thank you</p>	
<p><b>Q: Updated Deadline - 3.25.20</b></p>	<p>With the new modifications from the Governor in effect until May 15, will the deadline for the grant submission also be modified again?</p>	

**A:** The bid opening is moved to May 27, 2020 at 2pm. Contracts and subgrants will commence on September 1, 2020.

Answered  
On:

3/30/2020 11:23:06 AM

---

**Q: Signatures on Application and MOUs**

Posted On:

3/30/2020 4:30:15 PM

Due to the issues around getting live signatures (MOUs/actual application) everyone will have problems submitting the application. I have 2 in-house notaries that can notarize, but live signatures for the MOUs and partners is still a challenge. Will the scanned signatures or electronic signatures for the application and MOUs be acceptable. I put a clarification in the question for the bid as well. Gene M.

**A:** The deadline for the bid opening was extended until May 27, 2020.

Answered  
On:

3/31/2020 7:42:18 AM

Electronic signatures are acceptable on the MOUs. Attachment 2 needs to be notarized with live signatures.

---