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| **Name of Grant Program:** Development and Expansion of High Quality Summer Learning **Fund Code:** 525 For Community-Based Organizations |

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| PART III – REQUIRED PROGRAM INFORMATION |

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| **Amount Requested (up $50,000 for one site or $100,000 for two/more sites) for summer 2021 (7/1/2021-8/31/2021):** |  |
| **Applicant Organization:** |  |
| **Tax ID #:** |  |
| **Program Coordinator Name/Title:** |  |
| **Program Coordinator Email:** ***Note: Please list email(s) that DESE should be communicating directly with on this grant.*** |  |
| **Address:** |  |
| **Phone:**  |  |
| **Proposed Site(s):** |  | **\*Number (#) of students to be served summer of 2021:** |  |
| **Partnering school(s):** |  |
| **Other partner(s):** |  |
| **Cost-Sharing/Matching Funds:*****What is total cost of operating the program minus grant funds requested?*** | $ |

*\*Important Note: Students being served by these funds cannot be charged to participate.*

***Responses to Questions 1-7 must be completed within this document, cannot exceed 5 pages, and must maintain the existing margins, question text, and font style and size. All questions are highlighted in gray.***

Proposals will be evaluated based on the following:

 1. Experience/Fiscal Capacity (30 points)

 2. Program Design (20 points)

 3. Student Outreach and Attendance (10 points)

 4. Staff Qualifications (10 points)

 5. Professional Development (10 points)

 6. Evaluation (10 points)

 7. Budget (10 points)

1. **Experience/Fiscal Capacity:**
2. Describe experience with high quality and comprehensive academic and enrichment programming, including any existing summer programming at the proposed site(s)/school(s) and, if applicable, how this program will collaborate and coordinate with other community and/or district/school summer initiatives.

1. Please provide the following additional information (if applicant is fiscally managed by a city or town, please just note not applicable):
	1. Describe the agency/organization’s previous experience with similar amounts of funding at state, federal, or local levels through government, foundation, or private grants.
	2. Attach the organizations fiscal polices and procedures including process for cash management and procurement; and
	3. Attach the organization’s most recent annual audit (note a current tax return is not sufficient).
2. **Program Design:** Respond to each of the following:
* Describe the overall design of the summer program, including a typical day schedule;
* Describe how the programming will focus on academic and/or college and career readiness skills, including critical thinking, collaboration, perseverance and other social and emotional competencies.
* If applicable, describe how the program will support the transition into or out of elementary, middle or high school or other first-time transitions brought on by COVID-19.
* Describe how the programming will be engaging and include innovative hands-on activities;
* Describe the enrichment activities that will be offered that will help to close opportunity gaps;
* Describe how the program will create a culturally responsive, anti-racist and welcoming environment; and
* Use the chart below to provide the proposed daily hours of operation for each proposed school (copy and paste as needed). Note: This grant prioritizes 150 hours of programming (a minimum of 120 hours is required).

Copy and paste for additional sites if needed:

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| --- | --- |
| **Proposed Program Name:**  |  |
| **Program Dates** | **Program Times** | **Days of Week**  |
| Start Date: |  | From: |   | Mon | Tues | Wed | Thurs | Fri |
| End Date: |  | To: |  |  |  |  |  |  |
| **Total Hours:** |  |

1. **Student Outreach and Attendance:** Describe planned strategies for student outreach and sustained attendance levels.
2. **Staff Qualifications:** Describe the staffing for the proposed summer program, including the following:
* Plans for quality personnel recruitment and retention;
* How the applicant will ensure that staff have the necessary qualifications to meet the diverse needs of the target population; and
* Student: staff ratios.
1. **Professional Development:** Describe the professional development as well as opportunities for planning time that will be provided to staff, partners, and providers in order to improve the quality of the summer programming provided.
2. **Evaluation of Summer Program:** Describe how the summer program will be evaluated, including a description of outcomes measurement tool(s). Note: An online evaluation (form to be provided) on the funded activities and outcomes of the program(s) will be due by September 30, 2021.
3. **Budget:** Use the Part II - Budget Workbook provided in the Funding Opportunity RFP’s *Required Forms* section.

 In constructing the budget, please note that all costs must be ***reasonable and necessary*** to implement the program activities. **The budget should reflect that amount requested from the grant (not the total operating budget).**

**Important Note**: Indirect and equipment costs are not allowed. Students served by these funds cannot be charged to participate. Additionally, funds cannot be used to pay students to participate in these programs.