



Believe and Build Afterschool Grant Program

Frequently Asked Questions

Questions submitted through the Believe and Build Afterschool on-line question form between 10/5/21 – 10/11/21

(Good to know: previously answered questions can be found at the end of this document)

1. Do existing MOUs and contracts suffice for partner letters or must the letters be in the format provided in the RFP?

In order to receive the bonus points, you must provide a letter of intent and/or completed partnership form from your school and/or library partner(s). The letter of intent must be on the partner's letterhead and signed by the appropriate staff person at the partnering organization. It should describe the partner's role in meeting the grant outcomes and/or providing afterschool activities described in your application. Letters of intent/partnership forms must be uploaded into the grant portal.

2. Is the number of minimum sessions (60 per site) intended to reach each youth? For example, one site offers over 100 sessions, but that is because multiple sessions are offered per week, although each student only participates once per week. Thanks!

The program must provide a **minimum of 60 sessions and each session must be at least 1 hour**. This includes before school, afterschool, school release days and weekends, but **does not** include summer.

- Each session must occur on a different day.
- Sessions may have multiple activities occurring at one time
- If the program operates at multiple sites, there must be a minimum of 60 sessions **per site**
- All youth participants must have an opportunity to participate in a **minimum of 60 sessions***.

*The RFP was updated on 10.8.21 with the above clarified language (see RFP page 7). The new language is highlighted in grey and dated.

3. Can tribes running Afterschool programs apply?

The applying organization and operating organization, if applying through a fiscal sponsor*, must be a nongovernmental, nonprofit community-based organization

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- 4. Question #1: Sec. 121A.035 MN Statutes "Crisis Management Policy" lists the required drills. (a) We have a community room space, where we would have B&B Afterschool sessions, in a local business building. If awarded a grant, should we be prepared to modify current procedures and adopt drill procedures in accordance with, and currently employed by, the local school district? (b) Should we also consider changes to existing equipment (e.g., security cameras)**

According to Assurance 30, grantees must have a written organizational crisis management policy and plan that includes things like severe weather, fire drills, and lockdown drills. An organization's plan does not have to be the same as the school district plan. If the program takes place in a school building, it is best practice to follow the school district crisis management policy and plan.

- 5. Question #2: Our community room space is in a business building that is ADA-compliant. Are there other building regulations that we should be aware of? Except for the 10/8/21 Appendix A update for the ADA acronym, we did not see/read of any other building regulation requirements in the grant materials. Thanks in advance for replies to our questions!**

All grantees must comply with all of the assurances provided in Appendix B of the RFP.

- 6. You mentioned that reviewers will be regional. Can an application be for programs that serve the entire state. Metro and greater MN?**

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For the purposes of this grant, a community-based organization is a non-governmental nonprofit organization that's representative of a community (or significant segments of a community) and provides educational or related services to individuals in that community.

In the application the applying organization is asked to provide, "applying organization brief history and how it qualifies as a community-based organization." (See RFP, Appendix A)

An application may include more than one site.

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7. For centers providing 60 sessions, is United Way (applicant) able to contract additional program delivery providers to supplement the 60 sessions as part of this grant, knowing that the supplemental programming itself is less than 60 sessions? **EXAMPLE: Goat Yoga Suppliers delivers fifteen [15] Goat Yoga activities at a site with sixty [60] distinct sessions to incorporate the programming at the site; United Way (applicant) contracts Goat Yoga Suppliers to provide this service, contracts with site to expand hours (for example).**

The program must provide a **minimum of 60 sessions and each session must be at least 1 hour**. This includes before school, afterschool, school release days and weekends, but **does not** include summer.

- Each session must occur on a different day.
- Sessions may have multiple activities occurring at one time
- If the program operates at multiple sites, there must be a minimum of 60 sessions **per site**
- All youth participants must have an opportunity to participate in a **minimum of 60 sessions***.

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8. In regards to the following requirement:
Program can demonstrate that a majority of young people served are those who missed the most in-person instruction during the 2019-2020 and/or 2020-2021 school years and who did not consistently participate in remote instruction when offered during school building closures. These school records are not available to us, so I'm wondering how other organizations would go about demonstrating this?

In the application, the applicant will answer the question, "How will your program strive to engage students who missed in-person instruction during the 2019-2020 and 2020-2021 school years, and who did not consistently participate in remote instruction when offered during school closures. What information will you use to identify or recruit these students?" (See RFP, Appendix A).

9. I have a few questions relatively specific to our program model - we run a school year job training internship program where we offer more than 60 independent sessions with youth. We also partner extensively for service learning with St. Paul Public Schools and St. Paul Public Libraries. The service learning opportunities are always offered during out of school time, however we may not reach 60 sessions depending on the length of the program. Does

that mean we cannot include our activities for SPPS and SPPL in our proposal?

The program must provide a **minimum of 60 sessions and each session must be at least 1 hour**. This includes before school, afterschool, school release days and weekends, but **does not** include summer.

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- If the program operates at multiple sites, there must be a minimum of 60 sessions **per site**
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10. Another question is that we offer nutrition programming and cooking classes, which necessitates the purchase of food. Would this be considered an allowable expense?

Food that is a necessary program supply is allowable.

11. What is the definition of rural youth?

For the purposes of this grant, we will use the State of Minnesota statutory definition related to school general education revenue. Using this definition, all programs located in Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington County are part of a metro region. All other programs are part of a rural region.

12. Second this might be a long short BUT would Playworks be eligible for this RFP?

Please see the eligibility requirements on page 7-8 of the Request for Proposals. Use this list to determine if your organization is eligible to apply.

The Request for Proposals can be found on the Ignite Afterschool Believe and Build Afterschool grant program webpage [here](#).

Questions Submitted During the October 5, 2021 Information Session

(see below for responses to questions submitted through the on-line question and answer form)

1) I'm a private organization, so how can I partner with the non-government not for profit organization to provide an Afterschool program that is a necessity of our communities for the students you mentioned?

The applying organization and operating organization, if applying through a fiscal sponsor,* must be a nongovernmental, nonprofit community-based organization. For the purposes of this grant, a community-based organization is a non-governmental nonprofit organization that's representative of a community (or significant segments of a community) and provides educational or related services to individuals in that community.

Partnering with other organizations is not required, but is allowed. Partnerships may include community partnerships and neighborhood programs with other non-profit, for-profit and faith-based organizations and/or public sector partners (e.g., city, county, schools**) and including Minnesota's 11 federally recognized tribes.

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**The RFP has been updated with the above clarified language (see RFP, page 10). The updated language is highlighted in grey and dated.

2) Related Questions: A. How do we demonstrate the 3rd bullet point in other eligibility requirement [program can demonstrate that a majority of young people served are those who missed the most in-person instruction during the 2019-2020 and/or 2020-2021 school years and who did not consistently participate in remote instruction when offered during school building closures]? B. Wondering about the requirement to demonstrate kids missed a lot of school? How would we do that? is this for our specific kids, or at-risk groups? C. How would we demonstrate that the youth we engage are those who missed the most school? And what do you mean by "the most"? D. I'm look for direction on providing data to show that the participating students missed online/in-person school last year.

In the application, the applicant will answer the question, "How will your program strive to engage students who missed in-person instruction during the 2019-2020 and 2020-2021 school years, and who did not consistently participate in remote instruction when offered during school closures. What information will you use to identify or recruit these students?" (See RFP, Appendix A).

3) Related Questions: A. Does the 60 session minimum requirement mean offering 60 sessions per student or that the program must offer a minimum of 60 sessions/yr, in general? B. Is it 60 hours or 60 sessions? C. Do the 60 sessions have to be open to all participants? We have more than 60 sessions total but some of the sessions are only for our youth leaders.

The program must provide a **minimum of 60 sessions and each session must be at least 1 hour**. This includes before school, afterschool, school release days and weekends, but **does not** include summer.

- Each session must occur on a different day.
- Sessions may have multiple activities occurring at one time
- If the program operates at multiple sites, there must be a minimum of 60 sessions **per site**
- All youth participants must have an opportunity to participate in a **minimum of 60 sessions***.

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4) Is there a minimum attendance requirement for outcomes?

There is no minimum attendance requirement. Grantees must collect participant information, including the number of young people served, how many sessions young people attended, as well as demographic characteristics.

5) If an org is multi-site and each site identifies as a unique culturally specific site in their community, does that count for culturally specific orgs?

For the purposes of this grant, a culturally-specific community based organization, is a community-based organization by and for groups of people with a shared experience of marginalization based on race, ethnicity, disability, gender identity or sexual orientation. More than 50% of the board of directors and/or leadership of the organization and more than 50% or more of the staff reflect the group of people served. These organizations view their program activities and approaches through a cultural lens and affirm/reflect the lived experiences of members of that community.

In the application (See RFP, Appendix A), it asks, “Does your organization consider itself a culturally-specific, community-based organization by and for a group of people with a shared experience of marginalization, based on race, ethnicity, disability, gender or sexual orientation (this may include organizations by and for Black, Indigenous, Latinx, Asian American, and other Communities of Color; people with disabilities; and the LGBTQIA+ community)?”

And

“If yes, describe how your organization is *by and for* the community you serve, including demonstrating how more than 50% of your board and/or organizational leadership and more than 50% of your staff reflect the culture of the population served.”

6) Can an applicant partner with more than one school? Or would we need to submit multiple applications for each partnership?

An applicant may partner with more than one school in their application. To receive the 2.5 priority points for a school partnership, you must have a letter from one of the schools (see RFP section 2 for directions). All other school partners can be listed in the applicant's response to the "Community Engagement" application question.

7) For these priority points, how many points will there be total? And will these priority points be above what individual orgs can receive? For example would a total individual org be eligible to get 100 points and a partnership 105 points maximum? Just wondering if there is a benefit to applying as a partnership compared to applying as an individual org.

Please see the scoring rubric in Appendix A of the Request for Proposals (RFP). The rubric is out of 100 points. A school partnership results in 2.5 priority points and a library partnership results in 2.5 priority points. If an applicant has both partnerships, the total possible points an applicant can receive = 105 points.

8) Related Questions: A. Can the sessions be in-person or virtual? B. Related to these assurances [assurance 30], would mentoring programs that aren't tied to particular buildings or facilities not be eligible then? C. We ran an online tutoring program last year. It was free & accessible through student issued chromebooks. Would funds qualify to continue this. D. Would online programs be eligible? Or do they have to serve students in person?

In the Introduction to the [State Plan for the American Rescue Plan Elementary and Secondary School Emergency Relief Fund](#) issued on April 21st 2021, The United States Department of Education states that, "The American Rescue Plan Elementary and Secondary School Emergency Relief ("ARP ESSER") Fund, authorized under the American Rescue Plan ("ARP") Act of 2021, provides nearly \$122 billion to States to support the Nation's schools in safely reopening and sustaining safe operations of schools while meeting the academic, social, emotional, and mental health needs of students resulting from the coronavirus disease 2019 ("COVID-19") pandemic....The U.S. Department of Education ("Department") is committed to working in partnership with States so that these unprecedented resources are quickly put to work to ensure students have sustained access to in-person instruction..."

In keeping with the intention of these federal funds, The Believe and Build Afterschool grant program is intended for safely reopening and sustaining safe operations of afterschool programs and to ensure students have sustained access to in-person learning opportunities.

Applicants providing in-person afterschool programs are encouraged to follow all [health and safety guidelines](#) provided by the Minnesota Department of Health and to follow any applicable state laws, rules, and policies including any current and future Executive Orders.

Program activities applied for through the Believe and Build Afterschool grant program should be based on the needs of the specific group(s) of young people participating in the applying organization's afterschool program.

In the application, applicants are asked to, "Describe your program. What kinds of activities and opportunities will you provide as part of your programming? How do they address the academic, social, emotional and mental health needs of young people and connect to intended outcomes?" (See RFP, Appendix A)

9) Are evaluation expenses to be part of the calculation for indirect cost?

All *Believe & Build Afterschool* applicants are required to budget **at least 10%** of the total requested amount (excluding your indirect calculation) for evaluation and continuous program improvement (CPI) related expenses. This may include staff time to participate in evaluation and CPI-related activities, a contracted evaluation consultant, software and online tools for collecting evaluation-related data, and evaluation tools like surveys, point of service quality assessments, etc.

10) Do you provide specific qualifiers to prove a program is education &/or enrichment?

Believe and Build Afterschool grants are designed to support *comprehensive* afterschool programs that meet the academic, social-emotional, and mental health needs of historically underserved students impacted by COVID-19. Program activities should be based on the needs of the specific group(s) of young people participating in the applying organization's afterschool program.

11) Are youth paid training & learning experiences eligible if they offer 60 sessions during the school year if we leveraging youth wages from other sources?

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12) Will a list of attendees [at the Oct. 4th Information Session] be provided so I may be able to connect with and possibly partner with them to present my established (after school) program?

No

13) May I suggest that Ignite and Youthprise create a central platform for applicants interested in partnering to connect?

No, Ignite Afterschool and Youthprise are not able to undertake this at this time.

14) Is this grant program anticipated to continue beyond the 30-month period? Or is it a one-time opportunity?

This is a one-time grant opportunity funded by the American Rescue Plan Act, Elementary and Secondary School Emergency Relief Fund.

15) Are participation stipends allowable? We don't consider that an "incentive" but rather a way of reducing barriers to participation

No

16) There is a note in the RFP about only programs that are free being supported through this grant. Our programs currently offer a pay-what-you-can option. Most youth participate for free, but some families who are able to do so contribute a participant fee amount. If awarded funds, are we able to continue accepting payments if we don't fund the participation of those youths with the grant funds? Would we need to segregate these programs, having one that accepts payments and others that are completely free?

Grantees may not charge program participation fees for the program included in your grant application. In addition, grantees are not allowed to generate program income from the program funded with this grant opportunity.

17) Are you able to apply as your organization as well as a fiscal host to a different organization?

No. Each organization may submit only one application.

18) Could a partner show up in multiple applications as a partner? Each applicant is unique, but a common partner to deliver programming.

Yes

19) Can one-on-one mentoring for a hour count for one unique session?

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20. Related Questions: A. Would an AIPAC with a certified fiscal sponsor be able to apply? B. We act as fiscal sponsor for the Library here in St Paul, which is a department of the City, in securing grant funding. Could we submit a proposal on behalf the library for a program they would direct (likely with partners)? Or would this scenario not be eligible since SPPL is a gov't entity?

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21. Related Questions: A. Can you apply in multiple regions? B. Can you apply multiple times in multiple regions?

Each organization may only submit one application. An application may include more than one site.

22. Are community education programs within the state eligible or would they be considered public school?

No as they are a department within a school district.

23. Could you clarify the “community-based” requirement? Our organization serves the entire state of Minnesota. We do not serve students outside of Minnesota, would we still qualify?

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In the application the applying organization is asked to provide, “applying organization brief history and how it qualifies as a community-based organization.” (See RFP, Appendix A)

24. Since lack of bus drivers have caused transportation issues for afterschool programs, can you purchase gas cards to give to parents who are willing to pick-up from afterschool programs as an option?

No. Federal law prohibits purchasing gift cards with federal funds.

25. Are higher education institutions eligible to apply?

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26. If we have multiple programs, do all need 60 sessions minimum?

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Questions submitted through the on-line question & answer form – responses posted 10.8.21

1. Can organizations just not charge for programs applied for in the grant, or can they not charge ANY fees?

Grantees may not charge program participation fees for the program included in your grant application. In addition, grantees are not allowed to generate program income from the program funded with this grant opportunity.

2. Can you clarify if non-government” eligibility includes local, state, and federal government?

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