

## 2021-2022 CASE for Kids Partnership Project RFP Frequently Asked Questions (FAQ)

---

Download 2021-2022 Partnership Project RFP [here](#)

Download 2020-2021 Partnership Project Organization Application click [here](#)

Download 2020-2021 Partnership Project Site Application click [here](#)

**1) If a campus is a middle and high school combined campus, can you serve only the students who qualify age wise (10, 11, 12 yrs old)?**

A site can serve students between the ages of 4 and 12, regardless of their grade level.

**2) Can a dedicated district afterschool program coordinator attend the required CASE for Kids Learning Community meetings or Partnership Project meetings on behalf of the program liaison?**

Yes, a dedicated district afterschool program coordinator may attend workshops and trainings on behalf of the campus with the intent to relay and implement the information to the program.

**3) Can an assistant principal be the program liaison?**

A program liaison can be anyone chosen by the campus to lead and administer the program. Please note, program liaisons are responsible for ensuring the implementation of CASE for Kids activities.

**4) Can a school apply for the Partnership Project if they are already receiving funds from a 21st CCLC grant?**

Sites approved to received 21<sup>st</sup> CCLC grant funds for the 2021 - 2022 school year are not eligible to apply for the Partnership Project grant.

**5) Is it permissible to charge parents a co-payment for the program to supplement the grant award?**

A program held by a local education agency may collect a parent co-payment while services are delivered to children. This funding would remain with the site as revenue for the program. Each site may design their own system for determining co-payment amounts and collection schedule, per district policy.

**6) How do you determine the cost per student?**

The cost per student is determined by the total budget direct cost divided by the total targeted students served.

**7) Are sites allowed to have a lead program liaison and an assisting secondary liaison?**

At minimum, all sites must have an established lead program liaison that will be at the site for the duration of programming.

**8) The RFP Site Application includes a proposed activity schedule. Can the program create and submit an alternate schedule?**

The proposed activity schedule must be completed on the activity schedule included on and submitted with the application.

**9) One of the questions requests information about the district's precinct number. What information should be indicated? There are three kinds of precincts: voting, police, and commissioner. Do you want a number, and if so, which precinct number; or, should we indicate our commissioner's name?**

The information being requested is the **commissioner precinct number** for the district's location. This information can be found by going to [www.harriscountytx.gov](http://www.harriscountytx.gov). On the homepage you will see tabs for commissioner precinct numbers 1-4. Click on each individual precinct to see a map.

**10) Do all the activities have to explicitly be numeracy, literacy or social emotional learning (SEL)?**

No, not all activities have to be numeracy, literacy or SEL based in the comprehensive program but all should support development of skills. CASE funds will support the integration of literacy, numeracy and SEL into academic and enrichment activities.

**11) Do we have to include all ages 4-12 or can we leave out, for example, pre-k?**

Each site must stay within the range of ages noted in the RFP but can choose to target specific grades based on the site needs.

**12) How many students do we need to serve?**

There is a minimum requirement of serving 30 students, but each site is free to determine the size of their program beyond that requirement.

**13) Do the 30 students have to be the same 30 students each day of programming?**

No, the students do not have to be the same students each day, however, the program is comprehensive and should reflect consistency.

**14) Can our campus just send the site application to CASE for Kids by the deadline and get funded?**

The application process is outlined on page 5 of the Partnership RFP posted on <https://www.hcde-texas.org/afterschoolzone>. Applications without **ALL** required components and forms will not be reviewed. A complete application includes:

- (1) Completed 2021-2022 Organization Application
- (1) Completed 2021-2022 Site Application (per location)
- (1) Copy of revenue and/or expenditure statement from the previous year

*Last updated 6/9/2021*

**15) Do I have to file an “Intent to Apply” with my district?**

It is recommended that each applicant follow their district policies when seeking a grant. Intent to apply applications may be required by individual districts, but it is the applicant’s responsibility to pursue that information. **HISD sites must submit “intent to apply” by May 30, 2021.**

**16) Can a school apply to the Partnership Project if they intend to use a vendor to run the program for them?**

It is permissible for a school to have another organization facilitate programming. Allowable expenses for the grant include but are not limited to vendor fees for afterschool activities and coordination and management of the program. It is the responsibility of the applicant to ensure that grant goals are met and to remain in compliance with any licensing requirements.

**17) Can vendors be used every day?**

Yes, it is permissible for a school to use vendors each day of the program. A list of our approved vendors will be provided once our vendors have been through our bid process for the 2021-2022 program year.

**18) The RFP states “Some federal funding may be eligible for match and will be considered on a case by case basis and require written approval from the administrator of the federal funding stream.” Does the written approval from the administrator of the federal funding stream have to be submitted along with the application or once the funds have been awarded?**

The written approval from the administrator of the federal funding stream can be submitted along with the application or once the funding has been awarded. It is the organization’s responsibility to ensure those funds will be available to use as a match when/if awarded.

**19) How is the 40% economically disadvantaged student population determined?**

This population is determined by how many students on the campus receive free and/or reduced lunch. Each campus will have this information listed on their website.

**20) Are schools eligible to apply even if they have not qualified for funding from CASE for Kids in the past?**

Yes, schools are eligible to apply if they meet the eligibility criteria on page 2 of the 2021-2022 Partnership Project RFP, even if they have not qualified for funding from CASE for Kids in the past.

**21) Are schools eligible to apply if they were not awarded the CASE for Kids funding the previous year?**

Yes, schools are eligible to apply if they meet the eligibility criteria on page 2 of the 2021-2022 Partnership Project RFP, even if they were not awarded funding the previous year.

**22) Does programming have to begin on October 1<sup>st</sup>? Can it begin earlier or later?**

Programs must begin no later than October 1<sup>st</sup>. Your program may have an earlier start date, but only program expenses incurred on or after October 1<sup>st</sup> are eligible for reimbursement.

**23) Can ESSR III funds be used as a match source for the 2021-2022 Partnership Project grant?**

Yes, ESSR III can count as your match in your application.

**24) Can our school use individual donations as match funding source?**

*Updated Answer as of 5.26/21:* Yes, monetary donations, given directly to the school and expensed for the afterschool program can be used as a match funding source. Material donations, such as consumable supplies, cannot be used as a match funding source.

**25) Does programming have to run through July?**

No, summer programs are not required unless listed in the submitted application. If summer is proposed, only expenses incurred on or before July 31, 2022 can be reimbursed.

**26) Does Learning Center count as a school? Are we eligible to apply?**

No, site applicants must be part of an Independent School District or charter school.

**27) Can Title 4 funds be used as matching?**

Title funds cannot be used for match certification.

**28) Can State Comp Education Funds be used as a matching source?**

Yes, State Comp Education Funds can count as your match in your application.

**29) Are private schools eligible to apply for the 2021-2022 Partnership Grant? In the instructions, it says to put an ISD on the subject line. Private schools are not considered in the ISD. What should we put instead?**

Yes, private schools are eligible to apply for the 2021-2022 Partnership Grant. List the name of the private school in the subject line instead of ISD.

**30) If I am a nonprofit but I pick up students from several different schools for afterschool care, am I eligible to apply?**

The 2021-2022 Partnership Grant is for public, private and charter schools. The contract will be with schools, not the nonprofit. The nonprofit can be the provider of afterschool services to the schools, but the nonprofit is not eligible to apply for the grant on their own.

**31) How should the question for the data from our promotion rate be answered for the 2020-2021 program year, as we were in the middle of COVID and numbers were low?**

Data can be used from the previous program year prior to COVID, 2019-2020.