

Addendum to 21st CCLC Request for Application Document

July 15, 2014

- Timetable:
 - Due Date now July 25, 2014
 - *Change made to better ensure applicants have ample time to complete*
 - Live workshops removed
 - *Recorded workshops are available on website*
- Section 1.11
 - Funding amount updated to \$30,168,988
 - *Updated amount accurately reflects availability*
- Section 3.11
 - Added to Elementary School requirements – Minimum of four (4) days per week
 - Added to Middle and High School requirements – “for every student**” added after Nine (9) afterschool hours per week
 - *Items were accidentally left out of the original version but are included in the RFP*
- Section 3.12
 - Removed Formative Evaluation Summary (Due Annually)
 - *Report no longer due annually*
- Sections 3.13.b. and 3.13.f.
 - Removed from Section Requirements: “must incorporate 60 minutes of problem/project based with at least one (1) certified teacher present
 - *Requirement was added in later section that one certified teacher is required per site to supervise instruction for the duration of the program. PBL is required daily but not for a required length of time.*
- Section 4.2
 - Instructions changed to: Programs should include this narrative in their Summative Evaluation, and, therefore, no narrative is needed within the RFA. Please keep the importance of this component in mind, however, when completing other sections of this document.
 - *Narrative will be included in a separate report and is, therefore, redundant.*
- Section 4.4.b.
 - Part A of Instructions removed
 - *Programs do not need to provide sample plans since they have been implementing this method for at least one year.*
- Section 4.4.c.

- Request for sample weekly schedule removed from instructions
 - *Programs do not need to provide sample schedules since they have been implementing this project for at least one year.*
- Section 4.4.d.
 - Section added: **4.4.d. Staffing and Professional Development**
 The minimum staffing requirements and the duties and responsibilities of each are listed below. Organizations must make sure that all 21st CCLC program staff have adequate time to execute these duties. All 21st CCLC staff will meet the requirements set forth by the licensure agency.

Academic activities must be supervised or provided by a certified teacher, defined as a teacher with a Professional Educator's certificate or a temporary certificate (see SBE Rule 6A-4.001). A minimum of one teacher per site is required every day during the time students are provided with academic enrichment activities, and may also be employed for some time outside of these hours in order to create and refine curriculum and academic plans.

Instructions

Provide a brief narrative of the program's organizational, managerial and staffing structure. Applicant must also provide an overview of how hiring and staff professional development opportunities will be developed and implemented during the course of the grant award period. Included in the hiring process description should be a clear set of procedures related to how program management will conduct national criminal background checks on staff and how they will use the results to determine if they are fit to work with children and families. This includes the employment of all grant-funded workers, including contractors, subcontractors and regular volunteers (adults who have contact with students more than one time).

This narrative should also include descriptions of key personnel and their required qualifications (e.g., program director, site coordinator(s), data entry clerk, etc.), how these key positions relate to the proposed activities, and how the management structure will ensure the program is implemented appropriately. The narrative must also describe the expected certifications/qualifications of the instructional staff and include student-to-staff ratios for academic and personal enrichment activities, applicant's plan for recruiting and utilizing volunteers, including, but not limited to senior citizens, and other individuals who would be interested in volunteering in this setting. Applicants must provide a description detailing the plan to

develop an advisory council, who will serve on it, how often it will meet, and the primary functions of the council.

- *Section inadvertently left out of original.*

- Section 4.5

- Part B of Instructions removed

- *Narrative will be included in a separate report and is, therefore, redundant.*

- Section 4.6

- Instructions changed to: Programs will be asked to provide proof of this in their deliverables, and, therefore, no narrative is needed within the RFA. Please keep the importance of this component in mind, however, when completing other sections of this document.

- *Narrative will be included in a separate report and is, therefore, redundant.*

- Section 4.8

- Instructions changed to: Programs should include this narrative in their Summative Evaluation, and, therefore, no narrative is needed within the RFA. Please keep the importance of this component in mind, however, when completing other sections of this document.

- *Narrative will be included in a separate report and is, therefore, redundant.*

- Section 4.9.a.

- These instructions removed.

- *Narrative will be included in another section and is, therefore, redundant.*

- Sections 5.3 and 5.5

- Website updated to: <http://21stccclc.flchild.com/>

- *Website corrected*

- Section 5.5

- The following requirements removed: Project Plans (2); Letters of Support (from every partner mentioned in 4.1.c. Community Collaboration and Partnerships); Priority Preference Worksheet – *submit worksheet even if not claiming priority points*; Confirmation of Funding Workshop attendance or webinar completion; References for Data-based Needs Assessment; Funding Request Guide

- *Documentation not needed as part of the RFA process (was inadvertently left in from the RFP).*