



FORM 5

Acknowledgment of Amendments

Request for Information (Q&A)

RFP-Cohort 9 Nita M. Lowey 21st Century Community Learning Centers (CCLC) Program

Amendment Number One

June 11, 2025

1. Will the PowerPoint be available?

Yes, the PowerPoint will be available on the MDE website.

<https://mdek12.org/procurement/rfp/>

2. Can we ask for help throughout the grant cycle?

Yes, the 21st Century Community Learning Centers Grant (CCLC) team is available to provide guidance, technical assistance, and ongoing training as it relates to the operation of the program for all 21st Century grantees.

3. Can entities be out of state if they will provide services directly to our programs?

Yes.

4. Can new Afterschool programs apply? Also, can other out of school programming be put together in one program so that all the out of school and after school are considered in one grant?

Yes, new programs are eligible to apply. Yes, two organizations may submit a joint proposal. However, only one organization may serve as the fiscal agent.

5. If the entity will serve as a "partner" and a "vendor", should we submit a letter of partnership that reflects ONLY the in-kind or donated portion. That's IF they are going to be also providing paid services, for example, A software company donating up to 10 free licenses with anything over coming at a COST, or like, a major discount on supplies, or something like that?

Yes, any entity providing in-kind services must be placed on the partner table.

6. What's the likelihood of continued funding from MDE for this program after the '25-'26 grant year given that the Trump administration's currently proposed budget eliminates US Dept of Ed funding for 21st CCLC?

As in previous years, funds are subject to appropriations by the state/federal government. This is a multi-year grant to include the initial year with three (3) years of continuation, for a total of four (4) years. The grant will be awarded in the amount of \$50,000-\$400,000 per fiscal year/project year, contingent upon availability of funds. Applicants will receive funding up to 100% for all four (4) years pending congressional appropriations.

7. Will this meeting recording be available on the MDE website?

Yes, the recording will be available.

Recap: Pre-Proposal Conference Tuesday, June 3

8. Are partners also contracted services that may provide a music camp, etc. or are those considered something else.

Partners are individuals, organizations, agencies that contribute finances, tangible materials, goods, services, training, and/or volunteers to your 21st CCLC program.

9. The after-school program has to use their funds first and be refunded. So how long will it take to be refunded?

Yes, programs must be funded with applicants' own funds. All 21st CCLC grants are reimbursement-only grants. All grantees are required to submit monthly requests for reimbursements. Reimbursements will not be processed until an official proposal and revised budgets have been approved by the MDE. Requests for funds are due by the 5th of each month, unless otherwise announced by MDE. The normal time is within 30 days if the requests for funds are submitted by the deadline.

10. Can we take "fun day" type field trips on our own that we do not ask for reimbursement or permission for?

Yes, you are allowed to take field trips that are not funded by the 21st CCLC program; however, all field trips for the program must receive prior approval from the MDE.

11. Is it ok to purchase food items for the students to cook for culinary arts class?

Yes, supplies and materials for culinary arts classes are allowable.

12. Is it allowable to provide a light refreshment for a Parent Family Engagement event?

Yes, light refreshments are allowable at a cost not to exceed \$1.18 per person.

13. Are afterschool snacks allowable for the program?

A nutritious afterschool snack is a requirement for 21st CCLC. However, snacks cannot be purchased with 21st CCLC funds as food purchases are unallowable expenses.

14. Are staff meals allowed at any point?

No, staff meals are unallowable.

15. Is the gas required allowable if you are using your own bus?

Yes, you may submit reimbursement for fuel if you are using your own bus to transport students to and from school sites. Fuel for field trips is also an allowable expense.

16. Our Middle and High Schools are part of Cohort 6 (ending Nov 30, 2025). Are we able to re-apply for these two schools AND our two Elementary schools, two separate RFPs?

You are allowed to submit a second RFP for the middle and high school sites only if you are proposing to serve a different population of students within the middle and high schools. If not, you will not be allowed to submit a second RFP for the middle and high schools. The grant award notifications for this RFP will be released in August and the grant period for Cohort 6 does not end until November. If your organization is currently in good standing,

you may be eligible to renew Cohort 6 for an additional four-year grant period before the November obligation date. However, at the time of award, grant applicants are allowed to operate no more than two 21st CCLC grants during the fiscal year (July 1, 2024 – June 30, 2025).

17. What is the youngest age we can include in RFP?

Pre-K students are the youngest scholars eligible to receive services through the 21st CCLC grant.

18. We aren't allowed to buy or lease vehicles; does a carry-on (enclosed) trailer count as a "vehicle?"

No, carry-on trailers are not allowable.

19. When do notifications for awards go out?

Award Notifications will be released after they have been state board approved on August 21, 2025.

20. Is it too late to announce our intent to apply?

No, it is not too late to announce an intent to apply. The Intent to apply can be announced via social media, newspapers, flyers, etc.

21. Can there be more than one grant in one county?

Yes, there can be multiple grants in a county. However, at the time of award, grant applicants are allowed to operate no more than two 21st CCLC grants during the fiscal year (July 1, 2024 – June 30, 2025).

22. Where is the link to submit?

The link to submit can be found on page 31 (RFXS@MDEK12.ORG).

23. Could you please confirm whether the equipment purchased with the grant funds will belong to your organization or ours?

Equipment will be purchased by your organization and will belong to the organization. However, all items purchased with 21ST CCLC funds must have proper purchase documentation and will need to be tagged accordingly for monitoring purposes. Also, it is important to note that equipment cannot be purchased in the final year of the grant period.

24. Is this the same information that will be shared at the roadshow in Gulfport on Thursday?

Yes, the same information was presented for both roadshows as well as the Pre-Proposal conference. However, the roadshows were in person.

25. I am a faith-based organization, and I would like to work with students during afterschool time in community churches. Will I need Participation letters from a school district and schools in which students attend?

All faith-based organizations are required to serve a public school. All faith-based and community-based organizations must have a participation letter from a school district and its participating schools.

26. Where can I locate the current grantee list?

The current grantee list can be found on Supplemental Form D in the RFP.

27. If you have a number of "out of school" type programs, such as summer camps, VBS, recreational sports and mentorship programs that meet once or twice a week but not on the same schedule as an Afterschool program, can you add all those schedules into the 21st century grant to see the overview of ALL the programs and hours you are serving children? In most of these programs, there is overlap of some of the children being served. I just don't want to leave out all of those enrichment programs, but they don't meet 6 days a week, 300 hours a year individually, however, collectively they are probably twice that much.

Upon submission of the grant application in the Mississippi Comprehensive Automated Performance-based System (MCAPS), the application and schedules will be reviewed and approved.

28. Any directions for first-time participants after June 6, 2025. Such as a grant writer.

Grant Writers are allowable; however, grant writers cannot be funded by the 21st CCLC grant.

29. Do you have a list of people to choose from as External Evaluators?

Yes, we can provide a list of external evaluators; however, grantees are not required to use an evaluator from the list provided.

30. Can you request funding for School furnishings or updated grade age-appropriate playground equipment?

21st CCLC can only fund furnishings that are used by students participating in the 21st CCLC program. Playground equipment is not allowable. 21st Century funds are only used to benefit students enrolled and participating in the program.

31. I'm pursuing two districts in one city. Is this two applications?
Or can I submit one application in two different districts and add another application in another city?

No, you may submit one application and propose to serve multiple districts.

32. On page 70 of the RFP, Supplemental Form C, do we need to "fill in" the following items listed on this form?

- a. PROVIDING ORGANIZATION NAME
- b. REQUESTING ORGANIZATION NAME
- c. Under **Duration and Agreement**, do we need to "fill in" the MM/DD/YYYY, XXXX, AND MM/DD/YYYY
- d. Under **Data Access**, do we need to "circle or fill in" spreadsheet/Google doc/external flash drive/FORMAT YOU NEED, [**], [***], and [system to system transfer, Secure File Transfer, NHS Mail etc]
- e. Under **Termination (of Agreement)**, do we "circle or fill in" verbal/writing, length of notice before termination, and documents returned to Providing Organization or destruction of documents - deleted from hard drives, shredded, burned, etc. by Requesting Organization

No, this is a supplemental form.

33. What data do we need to focus on collecting throughout the year relative to student progress, and other data? We are just concerned about how much information the schools can and will share

with us about the students in our program, so we need to know what data we need and how we need to collect it.

Upon approval of the grant, the MDE will provide training sessions and support on the required data collection and reporting requirements for the 21st CCLC grant program.

34. What type of external evaluator should we be looking for, what qualifications do they need, and what type of evaluation(s) do they need to perform (student progress, financial audit, etc)?

The RFP does not contain specific requirements for an external evaluator; however, the narrative must include a description of the qualifications of the evaluator.

35. On page 68 of the RFP, the narrative portions of the proposal should not exceed 15 pages. Is the "narrative portion" considered the entire Program Plan? On page 38, the "Program Plan" is embedded within the Program Plan checklist of components:

Program Plan

- Program Abstract
- Needs Assessment
- Program Plan
- Quality Contact Time
- Recruitment and Retention
- Staffing and Professional Development
- Advisory Council and Operating Partnership
- Collaboration and Communication
- Student Safety and Transportation
- Sustainability Plan
- Evaluation Plan
- Budget Forms A, B, & C (also include in the 15-page limit)

On page 30 of the RFP, it states that the entire proposal should not exceed 25 pages. With Forms 1-14 (some having multiple pages), plus the 15-page narrative portion, *plus single audit, applicants* will easily exceed the page limit. Should the maximum amount of pages be adjusted to a higher number? Our school district is audited *every year*. Our audit reports are very thorough. Our 2024 audit report was *88 pages long*. Am I assuming correctly that the audit report does not fall under the 25-page limit?

The narrative portion of the RFP must not exceed 25 pages. The sections included in the narrative page limit are:

- **Program Abstract**
- **Needs Assessment**
- **Program Plan**
- **Quality Contact Time**
- **Recruitment and Retention**
- **Staffing and Professional Development**
- **Advisory Council and Operating Partnership**
- **Collaboration and Communication**
- **Student Safety and Transportation**
- **Sustainability Plan**
- **Evaluation Plan**

The following are not included in the 25-page limit:

- **Cover pages**

- **Assurances**
- **Required forms**
- **Budget Forms A, B, and C**

36. Some grants require a board president's signature, but others don't. Why does 21st Century require a board president's signature?

Form 8: The way the form is written, it sounds like public schools within an LEA are NOT required to submit a letter of participation. *Is this correct?*

For LEAs, a school board president's signature is required to confirm that the governing body has officially approved the proposal submission and acknowledges the fiscal responsibilities and obligations associated with the grant.

Additionally, LEA Participation Letters and School Participation Letters are not required for LEAs.

Amendment Number One

NOTE: *This amendment one is hereby made a part of the Mississippi Department of Education's Request for Proposals/Applications. The Applicant acknowledges receipt of said amendment and is made aware of the changes contained therein. By signing this form, the Applicant accepts the changes as part of the subgrant requirement.*

Authorized Signature

Date

Printed Name