

NYS Office of Children and Family Services
Advantage After School Program RFP 2014
Questions and Answers

Applicant Eligibility

Q1. Does an applicant need to be incorporated as a not-for-profit organization?

ANSWER: Yes.

Q2. What are the criteria needed to qualify as an applicant?

ANSWER: An applicant must be an incorporated not-for-profit community-based, or faith-based organization by the date the proposal is received.

Q3. Can Charter Schools apply? Are they considered an applicant agency or a school?

ANSWER: If a charter school is a not-for-profit organization, it may be either the applicant or the school partner, but not both.

Q4. Can an individual religious institution (church, synagogue, mosque, etc.) or an organization such as a library group, housing authority, community hospital with a separate board, apply?

ANSWER: Yes, if it is an incorporated not-for-profit organization.

Q5. Are police departments eligible to apply?

ANSWER: Police departments are public agencies and, therefore, are not eligible to apply. They may be a member of the partnership. Other organizations affiliated with police departments that are incorporated community-based organizations may apply.

Q6. Are tribes eligible applicants?

ANSWER: Because a tribe is a governmental entity, it is not eligible to apply.

Q7. Does a BOCES qualify as an applicant?

ANSWER: No, it is a public school district.

Q8. Does a youth bureau qualify as an applicant?

ANSWER: No, it is a government agency.

Q9. Are organizations with youth in residential care eligible to apply?

ANSWER: Yes if the organization partners with the school that is a separate educational entity from the organization, where the youth in care attend.

Q10. Are organizations who are partnering with Special Acts School Districts eligible to apply?

ANSWER: Yes

Q11. We are an institute of higher learning. Do we qualify for funding?

ANSWER: If your organization meets the definition of an eligible applicant, you would qualify.

Q12. Will the 2012 Advantage grants be ending in 2014?

ANSWER: No. The 2012 Advantage grants end in 2017.

Q13. Are schools required to be Title I, including those programs seeking renewal?

ANSWER: No.

Q14:I have submitted my application to the department of state for a not-for-profit incorporation but have not received a reply yet can I still apply?

ANSWER: No. You Must be an incorporated not for profit agency at the time of application.

Q15. Is there a new prequalification process an applicant must complete before submitting their proposal(s)?

ANSWER: Yes. All applicants must be registered with the **New York State Grants Gateway System**. www.grantsreform.ny.gov (**GGS**) and all Not-for-Profit agencies must be prequalified prior to proposal submittal. Prior to submitting an application for funding, applicants are responsible for various verifications which validate their capacity and organizational authority to receive public funding and operate as a not-for-profit corporation in the State of New York, or both. These verifications include prequalification in the New York State Grants Gateway System (GGS). Once they are registered with the GGS, not-for-profits must fill out an online Prequalification Application. Recipients of grants must be prequalified, which allows not-for-profits to be certified by State agencies into the GGS *before* they compete for State contracts. The Application requires the not-for-profit to upload basic organizational documents and answer questions pertaining to their capacity and integrity. Not-for-profits can secure their application materials in the Document Vault where they will be accessible to all State agencies, thereby reducing redundancy and conserving resources. Once successfully prequalified, each applicant must annually update the following three documents: (1) The Char 500, (2) The IRS 990, and, (3) the Audited financial statements.

Q16. Am I required to obtain a NYS SFS Vendor ID number?

ANSWER: Yes. You must obtain a NYS SFS Vendor ID number to do business with New York State. When you begin the GGS registration process there will be a link to **substitute form W-9** (AC3237) that must be completed for the NYS Office of the Comptroller to issue your NYS SFS Vendor ID number.

Q17. Once I send my registration in, am I prequalified in the Grants Gateway System?

ANSWER: No, there are four steps to Prequalification. If your organization has not completed all four steps, it will not be prequalified to receive funding through New York State agencies. The four steps are as follows: 1) Register with Grants Gateway; 2) Associate your organization with a State agency; 3) Open your Document Vault and begin answering the required questions (5 forms) and uploading documents (8); 4) submit your Document Vault for State Review.

Q18. We have a Liberty Partnership program here at Band Street, can we also apply for the Advantage School Grant?

ANSWER: RFP Section One, 1.5 Eligible Applicants

Q19. Will the 2012 Advantage grants be ending in 2014?

ANSWER: No, the 2012 Advantage grants end in 2017.

Q20. Does the RFP have to be in the office by 5/30 or post marked by 5/30?

ANSWER: The responding proposal must be received by OCFS by 5:00pm on 5/30/14.

Q21. Our organization currently holds an Advantage Afterschool contract for elementary school age students at our CBO site, this contract expires in 2017. Are we permitted to submit a new proposal under this RFP for Advantage Afterschool services for middle and high school students at our CBO site?

ANSWER: The Advantage After School Program RFP for 2014 cannot be used to increase the number of children to be served or to add an additional site to an existing program. A new proposal can be submitted for a new program.

Q22. The contract period is September 1, 2014-August 31, 2019, does this mean the not-for-profit's program would run five years or could we commit to a 1, 2, or 3 year program?

ANSWER: No, commitments cannot be for 1, 2, or 3 years, the contracts awarded in response to this RFP will be for five years.

Applicant Organization and Sites

Q23. What constitutes a site for a program?

ANSWER: The **site** is the physical location where the program operates.

Q24. Can an existing Advantage After School Program contractor request funds to increase the number of children to be served or to add an additional site to their program through this Request for Proposal (RFP)?

ANSWER: No. The Advantage After School Program RFP for **2014** does not include expansions of currently funded Advantage After School Programs.

Q25. May an Advantage After School Program that is ending its five-year term on **September 30, 2014** apply under this RFP for the same site(s) operating under the contract that is ending?

ANSWER: Yes, as long as the current contract ends **September 30, 2014**. **If awarded the new contract's first year would begin October 1, 2014 and end on August 31st 2015 with the award amount prorated. Each subsequent contract year in the five year shell would begin on September 1st and end on August 31st.**

Q26. How many applications may an organization submit?

ANSWER: There is no limit to the number of applications an organization may submit. However, one organization may be awarded **no more than 2 grants** funded by the Advantage After School Program **2014** RFP.

Q27. How many sites may be proposed in one application?

ANSWER: No more than two sites may be proposed in one application.

Q28. Can an organization that currently operates an after school program that is not an Advantage After School Program apply to expand services?

ANSWER: Yes, if the existing program proposes to follow the Advantage After School Program model, then the program's existing funds may be used as a local share for the Advantage After School Program.

Q29. Can the funds be used to hire a coordinator, add activities, or supplement an existing program?

ANSWER: Yes. However, the proposal must be for the operation of a program that meets the criteria to be an Advantage After School Program in its complete function. Partial criteria or the use of funds to enhance an existing program that does not fully meet our standards and does not expand capacity will not be considered.

Q30. Can one proposal be submitted to service both elementary and middle school children in the same school building?

ANSWER: Yes

Q31. Will submitting two applications for four middle schools in the same school district (2 in each application); have a negative impact or disqualify either application?

ANSWER: No

Program Location

Q32. Can a program be based in a church-operated school?

ANSWER: Yes, provided funds are not used for sectarian activities and the program does not discriminate in admissions based on religion. A Non-Discrimination/Non-Sectarian form needs to be completed by all applicants and is included with the application.

Q33. Can Advantage After School Program funds be used to provide religious education?

ANSWER: No, Advantage After School Program funds may not be used to provide religious education.

Q34. If the applicant organization can arrange for the school to transport the children to another site other than the school for the program, would this be acceptable?

ANSWER: Yes, if you explain the rationale for doing this and as long as the transportation costs are not charged to the grant.

Q35. Is the RFP limited to strictly after-school programs or does it also cover Saturdays and summers?

ANSWER: Yes, strictly after-school. You can offer programming on Saturdays and summers but not with Advantage After School funds; you must use other funding sources to cover these costs.

Q36. Could a day treatment program certified by New York State Education Department as a special education school serving ages 5-12 qualify as a site? Can a small private organization that runs a private school for children with special needs (autism, DD, PDD) be eligible to fund an Advantage After School Program for its population?

ANSWER: Yes to both. However, the program must be operated by an eligible organization in partnership with a school.

Q37. Can a school be primarily responsible for operating the Advantage After School Program?

ANSWER: The Advantage After-School Program must be operated by the eligible applicant organization. A school does not operate the program, but is part of the collaboration.

Q38. May an Advantage After School Program be located in a site other than a school?

ANSWER: Yes. An Advantage After School Program may be in a site other than a school. Justification is required in the application for an alternate location.

Q39. Does the proposed program have to be located in the school where program participants attend?

ANSWER: No. It is preferred that the site be located in the school where participants attend it is not always feasible. If the program must be located in an alternative school space and explanation should be provided for the alternative location of the program.

Q40. Is it possible for the applicant organization not to provide services, but to subcontract the services to another organization other than the school?

ANSWER: The applicant organization must administer the overall operation of the program but may subcontract a portion of the program activities to other organizations. However, all of the program activities and responsibilities cannot be subcontracted to other organizations.

Multiple Sites

Q41. May an application serve students from more than one school?

ANSWER: The application may have a program design that is multi-school in nature.

Q42. If I am proposing new programs in several sites or schools, do I have to submit multiple proposals or can I submit one proposal for a district?

ANSWER: You may submit one application for no more than 2 sites.

Q43. We are planning to request support for two new elementary school sites in different neighborhoods and boroughs, both managed by our organization and providing identical program activities. Should we submit one application that details both sites, or an entirely separate application for each site?

ANSWER: A separate application should be submitted for each individual site.

Q44. The contract awards range from \$55,000 to \$220,000. Given that each application can include 2 sites, is the contract range per site or for all sites listed in the proposal?

ANSWER: The contract award range is for all sites (only 2 sites per proposal allowed) listed in the proposal.

Additional Partnerships

Q45. If a community wanted to create a model at the community level, could multiple agencies apply for two sites each under one application?

ANSWER: No. Only one agency can be the lead applicant agency per proposal. Each Agency would need to be a separate applicant for the programs they are administrating.

Q46. Can an applicant organization partner with other community-based organizations?

ANSWER: Yes, this is encouraged.

Q47. Are multiple partnerships considered subcontractors?

ANSWER: Within the partnership, one organization is the lead agency. This lead organization is the applicant who signs the contract and oversees the program operation. Those agencies identified as partners are considered subcontractors if they receive a portion of the grant funds. Subcontractors who are partners sign the partnership agreement in lieu of “bid” requirements.

Q48. Can an Advantage After School Program contractor enter into a subcontract with a public entity, for-profit organization, or school?

ANSWER: Yes. However, the applicant organization cannot serve as a “pass through” where the public entity, for-profit organization, or school is actually run the program. The applicant organization must directly administer and operate the Advantage After School Program.

Q49. Can a school district partner with more than one community based organization on separate proposals and different sites.

ANSWER: Yes.

Q50. In the case of partnering, does the CBO take the lead in selecting a partnership school and submitting the application?

ANSWER: Yes, the Not-for-Profit Community Based Organization leads in selecting a partnering school and submitting the application.

Budget

Q51. Is the amount of OCFS Advantage After School Program funds requested an annual amount or the five-year amount?

ANSWER: The amount of Advantage After School Program funds requested should be an annual amount. Each year a renewal application will be available to grantees without a new RFP process for a five-year maximum provided State funds are available.

Q52. Can a bidder expand the population numbers and thus the requested funding amount from one year to the next?

ANSWER: An Advantage After School Program contract award is for the same amount each contract period in the 5-year contract term. An increase in the number of youth served will not result in an increase in the annual contract amount.

Q53. If 100 children are enrolled in an Advantage After School Program and, on average, 80 children attend every day, should the amount of Advantage After School Program funds requested be $100 \times \$1,375$ or $80 \times \$1,375$?

ANSWER: The maximum amount of Advantage After School Program funds that can be requested is based on the proposed Maximum Average Daily Attendance (MADA). The MADA is the maximum number of children or youth that will be served in the program on any given day over the course of the program year. For example, if 80 is the program's average daily attendance, then the maximum amount of Advantage After School Program funds that can be requested is \$110,000 (80 x \$1,375).

Q54. Can the program cost per child exceed \$1,375 if the cost over \$1,375 comes from other sources?

ANSWER: Yes.

Q55. Can an applicant request less than \$1,375 per child?

ANSWER: Yes.

Q56. If we are serving a special needs population can we budget over \$1,375 per child for OCFS funds?

ANSWER: No, regardless of who is being served the maximum amount of OCFS funds to be allocated is \$1,375 per child. This does not include any local share amount shown in the budget.

Q57. Is local share included in the \$1,375.00 per child amount?

ANSWER: No. Local share is not included in this amount.

Q58. If my application has 2 sites, does each site have a separate budget?

ANSWER: No. Only one budget per proposal covering both sites should be completed using the total MADA for both sites to calculate the funding request.

Q59. May the organization serving as the Advantage After School Program contractor directly hire staff who are already employed by the local school(s)?

ANSWER: Yes. School staff can be hired directly by the Advantage After School Program contractor. The school staff employed as part of the Advantage After-School Program must be listed on the Personal Services Section of the budget and must be paid at the rate normally paid by the organization for such services. It should be clearly stated in the narrative section and in the Partnership Agreement, signed by the school, that the selected school staff will only be working as Advantage After School Program staff on their own time (after normal school hours) and will be paid at the organization's rates.

Q60. I have more staff than the # of provided lines in the budget. How should I show the additional staff in the budget?

ANSWER: Each line can be used to list more than one staff person per line. Similar staff titles with similar hours and costs can be grouped on one line.

Q61. What staff should be listed under Personal Services?

ANSWER: All staff that will work directly in the proposed after school program(s) or are considered Administrative staff, oversee the program and are on your Agency's payroll should be listed under Personal

Services. Staff employed by subcontractors or partners are listed under B 4.Contractual/ Consultant Services.

Q62. How is the annual Personal Services salary determined for staff working in the after school program part time weekly hours for 10 months of the year?

ANSWER: A calculation will need to be shown in the Personal Services narrative for that title explaining the part time work as follows: **The staff person's hourly rate (X) hours per week(X) Weeks per year = the annual salary amount.**

Q63. If we have more than 1 staff in a title can they included in the same title line?

ANSWER: Yes if their hours are the same. A calculation **must be shown in the title narrative** to breakdown the cost per staff for example: **hourly rate (X) hours per week (X) weeks per year (X) # in title =annual salary amount total.**

Q64. How should administrative staff be identified under personal services?

ANSWER: Each administrative staff title should be identified as such on the title line.

Q65. How should I show fringe items under Personal Services?

ANSWER: Although only one total amount is shown for fringe costs, fringe items must be listed on the individual title lines following staff titles as described in the budget instructions. Identify local share and OCFS amounts for each item.

Q66. How is administrative fringe cost pertaining to administrative titles to be identified in the budget?

ANSWER: Administrative fringe items should be listed identifying the local share and OCFS amounts for each item on individual title lines labeled administrative fringe below the fringe lines for program staff.

Q67. Can School Security Personnel working during the after school program be covered by OCFS funds?

ANSWER: Yes. Security Personnel may be necessary to insure the safety of participants during the program and if paid by the Agency are listed under Personal Services. If they are paid by the school as part of the local share, they would be shown as a sub-contract with the school under section B4 contractual consultant services.

Q68. Are custodial/Janitorial costs considered administrative expense?

ANSWER: Yes and must be identified as such in the budget. Such costs must be prorated using factors such as percent of time of custodial staff and percent of square footage occupied by the Advantage After School Program site.

Q69. Can we include participant transportation to and from the Advantage After School Program to cultural programs in the community or field trips as a cost under OCFS funds?

ANSWER: No. Transportation costs for participants cannot be reimbursed with OCFS funds. However, program-related transportation expenditures such as these may be shown as part of the local share funds.

Q70. What does the 10% for administration include?

ANSWER: Only up to ten (10) percent of the Advantage After School Program funds provided to an awardee may be used for administrative purposes. The 10% limit may include such administrative costs as the Advantage After School Program related part of salaries of the executive director, fiscal staff, and secretarial staff. Other overhead costs (equipment lease, supplies, cleaning, and other expenses) that are part of the larger agency and are related to operation of the Advantage After School Program, including the space needs of the coordinator when the school site is unavailable, may also be included. Administrative costs must be clearly identified from costs directly supporting program services in the Budget.

Q71. Is the local share amount for administrative costs counted in the 10% administrative cap?

ANSWER: No, the 10% cap applies only to OCFS funds. However, any local share relating to administrative costs should be reasonable and prorated for the costs associated with the program.

Q72. Is a separate audit required?

ANSWER: No. A separate audit is not required. However, the Advantage After School Program must be included as part of your agency's regular annual audit required as part of the NYS Charities Registration regulations and Federal OBM Circular A-133.

Q73. Can the services of an accountant be covered by state funds?

ANSWER: Yes, as part of the administrative costs or as a program cost, but only for consultant/subcontract costs required for an independent accountant or other qualified auditor to complete the Description of Cost Allocation Methodology.

Q74. Is the Advantage After School Program Coordinator considered part of the administrative costs?

ANSWER: No. That is a program cost and is not part of the 10% administration restriction.

Q75. Is the data entry clerk considered an administrative or a program cost?

ANSWER: The data entry clerk, can be either or as this position is a part time program staff position that supports the Program Coordinator with daily attendance tracking, registration records and daily communications.

Q76. Should a program apply for the Child and Adult Care Food Program for snack reimbursement?

ANSWER: Yes, it is considered a local share. You may apply at the NYS Department of Health.

Q77. Can funding be used for rent and utilities?

ANSWER: Yes, as "other program expense" but not for school space or school utilities.

Q78. Can OCFS funds be used for school opening fees?

ANSWER: No. This cost is related to the overall operation of the school and not to the operation of the after school program.

Q79. When will the Advantage After School Program funding be available? Is there a specific date of funding for this proposal?

ANSWER: Contracts resulting from this RFP will start on September 1, 2014. Funding will be available to Advantage After School Program contractors for activities that occur only after the contract is approved by the Office of the State Comptroller. It is anticipated that an advance of 25 percent of the Advantage After School Program award will be available upon contract approval and program start date readiness. Subsequently, reimbursement will be provided to grantees based on claims submitted on a monthly basis.

Q80. Can a laptop computer be purchased for the Program Coordinator instead of a desktop?

ANSWER: Yes.

Q81. Does the Advantage After School grant require allocation of funds for any trainings?

ANSWER: Yes. Under the travel section of the budget please allocate funds for the annual Youth Bureau Conference, 2 days including overnight, meals, transportation and registration, allowing for a minimum of the Program Coordinator to attend. Also, allocate a small amount of funds for meals and travel for 2 days regional training in your region.

Q82. In trying to retain/motivate hard to reach youth, can incentives be used when participants reach certain thresholds of participation, e.g. Movie tickets, Barnes and Noble Gift card, etc.?

ANSWER: Incentives that solicit participants to attend the program are not allowed with OCFS funds. Limited youth recognition awards and prizes are acceptable.

Q83. Can incentives be given to families to increase parental involvement?

ANSWER: No. OCFS funds may not be used to purchase incentives for families such as grocery gift cards, Walmart cards etc.

Q84. To increase parental involvement, can we budget for a shared family meal, which would include parents and children?

ANSWER: Yes, for special events only, not on an ongoing basis.

Q85. Can funds be budgeted for paid internships and/or part-time jobs for Advantage high school participants to work in middle or elementary Advantage programs?

ANSWER: No.

Q86. Is the range of support for the Advantage Afterschool Program (\$55,000-\$220,000) distributed over the course of a five-year commitment or is this the amount of annual support received each year for five years?

ANSWER: It is the amount of annual support received each year for five years.

Q87. Should we specify an amount in our application or will that be determined by OCFS?

ANSWER: You should specify an amount in your application based on the number of children you propose to serve. The maximum amount allowed per child is \$1,375 per year.

Q88 Will OCFS potentially cover 100% of direct program expenditures or is there a percentage cap and we are expected to raise the balance of funds?

ANSWER: OCFS will cover 100% of the budget amount in the approved contract. OCFS encourages all contractors to provide local share to help support the program.

Q89. If we don't have an indirect federally approved rate for Administrative costs does that mean we cannot include direct expenses?

ANSWER: No, either the indirect federal rate or the direct charge can be used for Administrative costs.

Q90. Is the Administrative 10% cap on expenses applicable if using direct charge?

ANSWER: The 10% Administrative cap is 10% of the grant amount, not Expenses, and must be applied.

Q91: Is there a minimum operating budget for the applicant non-profit?

ANSWER: Contracts awarded as a result of this procurement will range between \$55,000-\$220,000.

Local Share

Q92. Is there any required local share for this RFP?

ANSWER: No, However, OCFS encourages all contractors to provide local share to help support the program.

Q93. What does local share mean? What are the recommended local share funds?

ANSWER: Local share refers to any additional funds or service provided by interested parties to support the Advantage Afterschool Program. The total cost of the program equals the funds requested plus the "local share." The recommended local share is 25% of your total program cost.

Q94. Can the local share be in-kind?

ANSWER: Yes. There is no restriction on the percentage of local share that is in-kind.

Q95. What type of local share must be shown in the budget?

ANSWER: Any local share, cash or in-kind, used to support the program from other sources should be shown in the budget.

Q96. Can school space and utilities be considered as local share?

ANSWER: No. One of the many benefits of school-based programs is the utilization of a public building that is already being paid for with taxpayer dollars. Costs substantially related to the operation of the program – security, marginal costs related to adjusting cleaning schedules, etc. – are allowed, but charging rent for a public structure may not be supported by the state or local share in public school buildings only.

Q97. Can rent and utilities count as a local share if the program is at a non-school site?

ANSWER: Yes.

Q98. Can other OCFS money be used for local share?

ANSWER: Yes.

Q99. Can we use costs not allowed under state funds as local share, such as transportation or capital expenses or the purchase of property?

ANSWER: Yes. However, all costs must be explained fully in the budget narrative. There is one exception: The costs related to use of school space for an Advantage After School Program is not allowable as a local share contribution.

Q100. Can Beacon Schools or other local, state or federal money be used as local share?

ANSWER: Yes, any local, state, or federal dollars, except public funds for school space and utilities, can be considered local share.

Q101. If a person works for the school district and for the applicant organization, may the school share of the staff salary be part of the local share?

ANSWER: Yes, but only for the percent of their time of involvement in the After School Program. A portion of the salary would be charged to the state funds, and the balance that the school pays would be charged to the local share. This should be clearly reported on the budget forms and narrative sections. Reimbursement for teachers must be at the rate the applicant organization pays for staff.

Q102. If the school contributes costs related to the school and transportation, can that be used for local in-kind share?

ANSWER: Yes, except for contributions related to the cost for the use of public school space for the Advantage After School Program as described earlier.

Q103. Can a subcontractor contribute to the local share?

ANSWER: Yes. For example, transportation of participants or use of library bookmobiles would be an allowable cost chargeable to local share.

Q104. If a program already has a computer on-site, could this be a local share?

ANSWER: Yes.

Q105. Are volunteers considered part of the local share?

ANSWER: Yes.

Q106. Can we charge a fee, and will fees hamper the consideration of the proposal?

ANSWER: Charging **nominal** fees are permitted. If you intend to collect fees, demonstrate how youth who want to participate, but cannot afford to pay a fee, will not be excluded from registering for the program. Any fees collected must be used on the program during the contract year they are collected for.

Q107. Can the value of program space that is not in a school be considered as local share?

ANSWER: Yes.

Q108. Can other potential funds be counted as local share in the application?

ANSWER: Yes, however funds that could suddenly become unavailable should not be used to support key elements of the program that would impact any contractual commitments should an award be made.

Program Design

Q109. Are “drop-in” type programs eligible?

ANSWER: No. The intent of the Advantage After School Program is to provide a five-day-a-week / three-hour-a-day program. The expectation is that these programs will enroll a group of children or youth who will attend daily (although we are aware that some will not be present every day). These funds are, therefore, not intended for drop-in type programs. Programming for middle and high school students may require creative approaches such as community service, vocational exploration, and other off-site activities to keep them engaged every day after school.

Q110. Can exploration into the “world of work” and skills for youth development in this area be fundable?

ANSWER: Yes. Utilize all resources to enhance the development of youth in your program.

Q111. Can different sites within a community be utilized for different activities of a program?

ANSWER: Yes.

Q112. Can Advantage After School Program funds be used to develop the program during the summer?

ANSWER: The operation of summer youth programs are not eligible under the Advantage After School Program for **2014**. Advantage After School Program funds, however, may be utilized during the summer months for activities such as planning the program, involving parents and youth in the program design, or hiring/orienting/training staff or volunteers in preparation for opening the program at the beginning of the school year.

Q113. Can an all-day program be run during winter break, snow days, teacher training days with staff there all day?

ANSWER: An all-day program may be run during breaks and holidays.

Q114. Can programs be run on weekends and after program hours?

ANSWER: Not routinely, regular weekend and after hour program activities are not supported by these funds. You may use the funds only for special events, such as a parent event or end-of-year celebration.

Q115. Who from the school must sign the Partnership Agreement?

ANSWER: The Partnership Agreement must be signed by a school official. If school board approval cannot be accomplished before submittal of the proposal, the principal(s) or superintendent of the school(s) / school district may sign a conditional approval specifying that it is contingent upon school board approval.

Q116. Where can the Program Quality Assurance Standards be found in the RFP?

ANSWER: The Program Quality Assurance Standards include the School Age Child Care Regulations referenced in Section two 2.1 page 8. They also include Program Key concepts located in Section 4 pages 37- 39.

Q117. What are the key components of youth development in the Advantage After School Program model?

ANSWER: Guidance on youth development is located in the Advantage After School Program Key Concepts located in Section four, Pages 37-39 of the RFP.

Q118. What is considered a nutritious snack?

ANSWER: Guidance on nutritious snacks can be found at the following website:
<http://www.health.state.ny.us/prevention/nutrition>

Q119. Can program activities that are held off site count towards participants' daily hours of participation?

ANSWER: Yes.

Q120. If awarded an Advantage Afterschool contract will I have the option to change an activity within my contract?

ANSWER: Yes, activities can be changed through contract development.

Q121. "Program Location," asks that we describe the basis for selecting the proposed program site (s). Since there is no worksheet for the location category, where do we provide the requested information?

ANSWER: The response for the location category should be included in the Organization and Program Narrative.

Q122. If we receive funding, will we be able to turn families away who do not make their payments?

ANSWER: The program must describe the procedures it will use so that fee charging does not impose a significant barrier to youth enrolling in the program. Youth are not to be excluded based on their ability to pay.

Q123. Given that the State reduced the duration of 21st Century Community Learning Center grants from five to three years, would OCFS consider approving an Advantage Program for the implementation at the sunset of a 21CCLC program i.e. 2016?

ANSWER: No

Q124. Would a tutoring program qualify as an eligible activity?

ANSWER: Yes

Q125. How does this align with the recently released NYC After School RFP for middle school?

ANSWER: There is no alignment. The Advantage After School Program and the NYC After School Program are completely separate programs.

Q126. In the past, the Project Coordinator was required to attend two 2-day trainings in Albany and two 2-day trainings in your region. Since this is not stated in the 2014 RFP interactive budget, is it no longer a requirement?

ANSWER: Although training for the Project Coordinator is not required, it is strongly encouraged.

Q127. If you have two program sites in the 10 page narrative should you include two separate Program site descriptions?

ANSWER: Each site should have its own description unless both sites are identical in design.

Q128. What emphasis is placed on academic, social, and recreational activities and should academic activities and Common Core be focused on more?

ANSWER: Academic, social and recreational activities all play a part in the four required Program outcomes listed on page 7 of the RFP.

Q129. Can you more specifically define the minimum expectations for "linkage between regular school staff and after-school staff"?

ANSWER: There is no minimum requirement for linkage between regular school staff and after

school staff. The expectation is based on the quality of the Program Development Plan and Activity Description.

Q130. What are the attendance requirements and how do we handle attrition?

ANSWER: If children leave during the course of a school year, there should be a plan in place such as a wait list to accommodate this.

Pregnancy Prevention

Q131. Are there specific requirements for the pregnancy prevention programming?

ANSWER: A clear description of the specific strategies or programming activities should be included in the description of program activities. For all age groups of participants, age appropriate, pregnancy prevention programming should focus on factors that are common elements that lead to teen pregnancy. The programs should address the following: improving self-esteem, increasing decision-making skills, expanding awareness of opportunities with a sense of future aspirations, and increasing the ability of youth to assess how present actions impact on future responsibility. If the school already has activities designed to reduce teen pregnancy, the After School Program should align with, reinforce or augment those program activities. It is inadequate to write that the entire After School Program is de facto a teen pregnancy prevention program.

Q132. Our afterschool is designed for students in kindergarten, 1st and 2nds grades. Does the Pregnancy Prevention component still apply?

ANSWER: Yes, the program should describe age appropriate activities offered by the program that are designed to prevent and reduce adolescent pregnancy.

Performance Targets

Q133. What are Performance Targets?

ANSWER: Performance targets are the measurable, verifiable improvements in the condition or behavior of the target population that the project expects to achieve by the end of the contract period. Targets are quantifiable indicators of project performance. Attainment of one or more performance targets may be needed to contribute to the achievement of a single expected outcome. They can be either an increase in positive behavior or condition, or a reduction in negative behavior or condition. Begin by considering what it is you want the target population to achieve or do differently by the end of the contract period. Performance targets ideally should include a statement of the baseline (the projected status of the target population without intervention) on which targets are based and a description of the methods and information sources that will be used to verify attainment. The methodology for determining baseline estimates vary and there are no specific requirements for the determining baseline estimates in the RFP.

Staffing

Q134: What qualifications should a Program Coordinator have?

ANSWER: The Program Coordinator is responsible for the daily operation and oversight of the afterschool program. The Program Coordinator should minimally meet the criteria to be a School Age Child Care (SACC) Director. The Coordinator is expected to communicate with school administrators and staff on a regular basis.

Q135. Must the Program Coordinator be an employee of the applicant organization? In other words, may the applicant organization enter into a subcontract with another organization to provide a Program Coordinator?

ANSWER: Yes, Program Coordinators must be an employee of the applicant organization.

Q136. Is there a maximum wage that can be paid for any position using the Advantage After School Program funds?

ANSWER: The Advantage After School Program RFP for **2014** does not set a maximum wage for Advantage After School Program funded positions.

Q137. Can a program have more than one data entry clerk?

ANSWER: Yes, but the data entry clerk title should not exceed 15-20 hours per week, regardless of the number of staff in the data entry clerk title.

Q138. Is there a limit on the number of hours a data entry clerk can work if the data entry clerk is funded under Advantage After School Program?

ANSWER: Yes. A data entry clerk is a part-time 52-week-a-year position, 20 hours per week maximum.

Q139. What is the purpose of the Program Staffing Plan?

ANSWER: The purpose of this document is to show the number of staff, their budget titles and hours per week they are responsible for the direct supervision of participants during program hours of operation, and that staff to participant ratio is met per SACC requirement.

Q140. If staff working directly with children, 15 hours per week spend additional time preparing activities each or attend staff training sessions and meetings, are the hours above and beyond 15 hours of direct supervision time an allowable program cost under Advantage After School Program OCFS funds?

ANSWER: Yes, but within reasonable limits; for example up to 2 hours a day for set-up and clean-up, planning activities, and staff meetings/trainings.

Q141. Can high school students be used as paid staff in an Advantage After School Program for children less than 13 years old?

ANSWER: Only staff that are 18 years of age or older can be used to actually meet child/adult ratios. However, a program may include high school students in their program for many other productive roles. These might range from office help to homework help with younger children.

Q142. Can staff from other organizations count in your staffing ratio?

ANSWER: Yes. If your agency subcontracts with another organization to provide staff for the program, then you need to reference this in the staffing section.

Q143. Is a program required to have a data entry clerk?

ANSWER: No. However, data and daily attendance needs to be collected and recorded. If the program opts not to have a data entry clerk, the responsibility for data collection and recording should be assigned to another staff title **that includes data entry clerk duties in their title description.**

Q144. Is the data entry clerk considered an administrative cost?

ANSWER: No. This is a program cost **because the position is considered support staff for the Program Coordinator.**

Q145. Can the Program Coordinator be split between sites?

ANSWER: Yes. However, if School Age Childcare Registration is required this must be approved by your SACC registrar.

Q146. How do we figure staff hours when they could vary from day to day?

ANSWER: Calculate staff hours on the average number of hours per week.

Q147 Is an Educational Specialist (staff member responsible for curriculum development and implementation, alignment with school day programming, and staff development for Advantage staff) an allowable direct service (programmatic) expense?

ANSWER: Yes

Program Hours/Scheduling

Q148. I would like to have an Advantage After School Program in a religious school. We cannot run a three-hour program after school on Fridays due to religious observance. Is there any way to circumvent this issue?

ANSWER: Advantage After School Programs must operate a five day-a-week, three hour-a-day program directly after school consistent with the school calendar. This program would have to operate for three hours

on every day that school is in session to meet Advantage After School requirements. If a school is not open on any Fridays due to religious observance, but is open instead on Sundays, the after school program would operate on Sunday immediately following the end of the school day.

Q149. Can an Advantage After School Program operate for less than three hours if the school bus schedule requires that the children leave the program early?

ANSWER: The program must operate for a minimum of three hours every day that school is in session. To address this school bus issue, the program must continue beyond the pickup time for school buses to accommodate youth who are able to stay later.

Q150. If programs are required to operate for 3 hours after school, does this mean that program start times begin when the school day ends.

ANSWER: Yes.

Q151. When should programs start and end during the school year?

ANSWER: They should start near the beginning of the school year and end as late in the school year as possible.

Q152. What is the expectation regarding the number of weeks a program should operate during the school year?

ANSWER: The average number of full days in any given school year is around 180 days, divided by 5 days equals 36 weeks. The calculation is an average number of weeks, and could vary somewhat with snow days, and other circumstances even from school year to year.

Q153. Can year-round schools run an Advantage After School Program twelve months?

ANSWER: Yes, if a school is truly a year-round school for all students and not a summer school program.

Q154. There is an existing 21st Century Community Learning Center program operating in the school that runs Monday-Thursday. Is it possible to run only a four day program?

ANSWER: No, Advantage After School Programs must operate a five-day-a-week/three hour a day program directly after school ends.

Target Population

Q155. Does a child have to be income eligible to participate in an Advantage After School Program?

ANSWER: No. There is no income eligibility requirement. Since Advantage After School Programs provide programming that promotes pregnancy prevention, programs funded under this RFP are exempt from the

TANF requirement that clients have income that is at or less than 200 percent of the federal poverty standard.-remove red

Q156. Who is eligible to be served with Advantage After School funds?

ANSWER: Students in grades K thru 12, and Pre-K if the school is operating a Pre-K program as part of the regular school program.

Q157. How are children, youth, and adolescents defined?

ANSWER: The terms “children,” “students” and “youth” are synonymous. Elementary, middle and high school students may be served.

Q158. Is there any prohibition on serving out-of-school youth?

ANSWER: No. Programs are encouraged to reach out and serve them as a special population.

Q159. Can we restrict the grades, such as 3-5 in a K-6 school, or do we have to serve all the children?

ANSWER: The program may restrict itself to serve specific age groups within the school, but a clear justification needs to be presented.

Q160. Although the RFP discusses youth who are failing in school or not at grade level, there is no mention of targeting youth who are underperforming. Is targeting underperforming youth be acceptable as a criteria for inclusion of youth in programming?

ANSWER: Advantage After School programs should be inclusive to all youth in the identified grades that will be served by the program.

Q161. Do the same children have to participate all five days, or can different children come on different days?

ANSWER: Parents need to know that their children are attending every day, especially for elementary and middle school programs. We are looking for a core group of children to be served every day.

Q162. Can a program at one site serve children from other schools, including private and parochial schools?

ANSWER: Yes.

Q163. Can a program be single-gender focused?

ANSWER: A whole program cannot be exclusive to any gender, race, or religious group. Individual activities within a site may be specifically targeted provided that there is equal opportunity for all others. Advantage After School funds may not be provided to a program that serves only one gender, race, or religion within a school.

Q164. Can programs serve a single population such as autistic children or non-English speaking children, or serve a school with a particular religious population?

ANSWER: Programs may focus on a particular population, such as autistic children or non-English speaking children, but may not exclude other children.

Q165. Is there a minimum number of students that must be served to receive funding?

ANSWER: Contracts awarded as a result of this procurement will range between \$55,000-\$220,000 with a maximum cost per child of \$1,375. The minimum number of children under this procurement would be 40.

Partnership Agreements

Q166. Can an applicant organization have a Partnership Agreement with a school, a school district, or a private school?

ANSWER: Yes.

Q167. If youth will come from several schools, who needs to sign the partnership agreement?

ANSWER: You should have a partnership agreement with the school district that oversees the schools that the youth attend. If the schools are from different school districts, each district would sign the partnership agreement. The important issues are the sharing of information about the youth and about the curriculum. You want to be sure that your program supports the curricula that the youth have on a daily basis.

Q168. Is there a special form or format required for the Partnership Agreement?

ANSWER: No. There is no required form or format. The required *elements* are found in the RFP.

School Age Child Care Registration (SACC)

Q169. Are SACC regulations part of the Program Quality Assurance Standards?

ANSWER: Yes

Q170. How do you start the SACC registration process?

ANSWER: Information on the process to apply for a SACC registration is available at <http://www.ocfs.state.ny.us/main/childcare/default.asp>.

Q171. Are all Advantage After School Programs required to be SACC registered?

ANSWER: Advantage After School Programs that will serve one or more children under the age of 13 must be registered as a school-age child care program.

Q172. If the Advantage After School Program is in a school, does it still need to go through the SACC registration process?

ANSWER: Yes, if the Advantage After School Program will serve one or more children under the age of 13, it must have a School Age Child Care (SACC) registration.

Q173. If I have a program registered in one school or location, do I have to go through the process for another site?

ANSWER: Yes, SACC registration is done per site.

Q174. If I am serving only children 13 and over, must the Advantage program apply for a SACC registration?

ANSWER: There is no need to be registered as a SACC program if all youth served will be age 13 or over. There are, however, certain requirements that must be met as outlined in the Advantage After School Program Standards of Excellence in the RFP that are the same as the SACC requirements.

Q175. Does the school or the applicant organization apply for the SACC registration?

ANSWER: The applicant organization needs to apply for the SACC registration.

Q176. Do we have to register for a School Aged Child Care license before we submit the proposal or after we are awarded the contract?

ANSWER: We recommend you apply immediately upon being awarded a contract.

Q177. Our experience in obtaining a SACC license has been at least a 6 month process. The RFP states that “no children may be served and no costs for direct service will be provided until the SACC registration is complete.” Does this mean we must have the SACC license completed in hand prior to serving students? Or does it mean we must have submitted the SACC application prior to the start date?

ANSWER: An Advantage After School Program that will serve one or more children under the age of 13 must be registered prior to serving children. Eligible costs are allowable.

Required Documents and Forms

Q178. The application cover page asks for various addresses. What is the purpose of the different addresses?

ANSWER: The mailing address is the mailing address of the applicant agency, the payment address is where checks would be mailed if the applicant were an awardee, the site address is the location(s) of the program(s) and the records address is where the applicant agency keeps the records for review purposes.

Q179. What is the Program Summary and is it part of the 10-page narrative?

ANSWER: No. It is separate from the 10 page narrative. The Program Summary is a **one page snap shot** of the proposed program and asks for short descriptions of each of the bulleted items. A separate Program Summary is required for each site.

Q180. The Program Summary does not have a form. How should this be completed?

ANSWER: The Program Summary should be completed by using blank sheet of paper, labeling it as the Program Summary, then entering labeled responses for each of the bulleted items single-spaced to fit on one page.

Q181. Is there a worksheet for the Program Narrative section?

ANSWER: No. The Program Narrative does not have a specific worksheet. However, you are allowed a maximum of **10**, double spaced pages to write your Program Narrative.

Q182. Is a program narrative required for each site if the proposal is for 2 sites?

ANSWER: No. **Only one program narrative** should be written per proposal.

Q183. Do any of the program sections count towards the allowable number of pages for the program narrative?

ANSWER: No. All other Program Sections do not, count towards the allowable 10 pages for the program narrative. All other sections other than the 10 -page narrative may be single-spaced.

Q184. Must all quarterly work plans be completed and submitted as part of the RFP application?

ANSWER: Yes, for each site in your proposal, four quarterly work plans must be completed and submitted in the application. The purpose of the quarterly work plans is to provide a clear picture of the proposed activities and events that will be taking place during the contract year.

Q185. Should quarterly work plans be specific or general?

ANSWER: Quarterly work plans should provide a clear picture of the proposed activities and events that will take place during the first year.

Q186 On page 16 of the RFP, what is to be considered under Program Narrative?

ANSWER: The Advantage RFP outlines what needs to be considered for the Program Narrative (RFP pages 16-18)

Q187. Can you provide additional information on the potential performance-base contract reimbursement plan that may be introduced after the first contract year?

ANSWER: The specifics of the performance-based contract reimbursement plan have not been finalized at this time.

Q188. Are letters of support needed for those we might be partnering with?

ANSWER: No

Q189. It states in the RFP, Letter of Intent required: optional, when is it due and where do we send it?

ANSWER: : Letter of Intent is not required

Q190. We have a current online CMS account but have no modifications to make, are we still required to submit a CMS Authorization form?

ANSWER: The CMS Authorization Form is required if you do not currently have a CMS account with OCFS.

Q191. If we've already submitted Workers Com/Disability forms to OCFS, is that sufficient or must we re-submit the forms?

ANSWER: Updated proof of coverage must be submitted.

Q192. The contract documents listed on page 41 of the RFP are to be used if we receive funding; they are not attachments, correct?

ANSWER: Yes, the documents shown on page 41 of the RFP will be used for contract development. However, some of the documents listed are also part of the required forms listed on page 43 of the RFP. You should use the forms on page 43.

Q193. The required documents on page 43 of the RFP are the only ones to be sent with the proposal, correct?

ANSWER: No, the budget must be included as listed on page 41.

Q194. The RFP limits proposals to 10 double-spaced pages, the first 3 bullets on page 18 of the RFP are identical to the bullets required for the Program Activities Description. Would OCFS consider revising question 7 to eliminate the first three bullets to save applicants space in their narratives?

ANSWER: The Program Narrative portion of the proposal is limited to 10 double-spaced pages. We would like the information included in both the Program Narrative and Program Activities sections.

Q195. Which organizations have to complete the Federal Requirements Form?

ANSWER: Attachment A2 is the Federal form but does not require completion by the applicant. The form becomes part of the contract if awarded.

Q196. Is there a page limit on the Program Activity Description?

ANSWER: The “Program Activity Description” form on page 64 of the RFP should be used, there is no page limit.

Q197. Is there an “Agreement Page”?

ANSWER: No, the “Agreement Page” shown in section eight, page 43 of the RFP is part of the title for the Application Cover Page.

Q198. Can you please provide an application checklist which includes all of the forms, worksheets and attachments?

ANSWER: All required forms can be found in the RFP.

Q199. If we have already submitted the Vendor Responsibility Questionnaire in 2014, do we need to resubmit it?

ANSWER: Yes, a Vendor Responsibility Questionnaire must be submitted with the proposal unless the Vendor Responsibility Questionnaire is completed online with OSC. If online with OSC only the unsigned print out of the form overview needs to be provided.

Q200. Can you clarify what the distinction is between the narrative requested and the content of the Program Activities Description form?

ANSWER: The description for the Program Narrative and the Program Activities can be found in the RFP, Section 2, pages 16-19

Minority and Women Owned Business (M/WBE) Equal Employment Opportunity(EEO)

Q201. What forms must I complete and submit with my proposal?

ANSWER: You must complete and submit the following with your proposal.

- **OCFS 4629 Project Staffing Plan Form**– Provide information on **all staff** involved in program for which organization is contracted whether the position is funded through this contract.

Q202. What forms must I complete if I receive an award and develop a contract?

ANSWER: You may find links to all the forms and time frames for its submission in the Appendix MWBE. The following is a list of the basic paperwork that will be required.

- **OCFS 4631 Subcontracting/Suppliers Utilization Form**– This form will be required now and at the time of each contract renewal.
- **OCFS 4629 Project Staffing Plan Form**– Provide information on **all staff** involved in program for which organization is contracted whether the position is funded through this contract.
- **Prime Contractor EEO – M/WBE Policy Statement** - The form **OCFS-3460 – MWBE –**
- **Equal Employment Opportunity Policy Statement** is provided as a model policy statement. The Prime Contractor may choose to use this form if it does possess an appropriate EEO – M/WBE policy statement, as required pursuant to Article 15-A of NYS Executive Law.
- **OCFS 4630 Letter of Intent to Participate Form** – An OCFS 4630 is needed **for each** subcontractor/supplier noted on the OCFS 4631 Utilization form. This form is not necessary if no there is no sub-contractual relationship established with an MWBE in the execution of this contract

Q203. My organization is a not for profit organization am I exempt from the M/WBE requirements?

ANSWER: No

Q204. Can my organization apply for a waiver if we think this is too much work or impossible to do?

ANSWER: OCFS has a zero tolerance policy for waivers. It is advised that your organization seek assistance from the Contract Compliance Unit for guidance. The requirements for MWBE compliance was expressly stated in the RFP and contract. Your organization had ample opportunity to fully understand all obligations under the contract before accepting the reward.

Q205. Must I complete the MWBE forms if my budget has zero discretionary non personal services budgeted?

ANSWER: All OCFS contractors with contract totaling over \$25,000 must complete the basic paperwork at the inception of the contract and at the time of each contract renewal. Paper is due even if there is no discretion in the budget.

Q206. Is the **form 4552** Board of Directors Profile with signature, required to have the attachment of the last 5 Board of Directors meetings with attendance rosters?

ANSWER: Yes. This information is required.

Q207. Do we need to attach an organizational chart?

ANSWER: Yes

Q208. Is it necessary to obtain bids for services from subcontractors?

ANSWER: Formal bidding is only necessary for subcontracts over \$15,000. Bidding is not required for those organizations who were included as partners in the original proposal and who signed the Partnership Agreement. Otherwise, all requirements listed in the RFP and attachments for subcontracting must be observed. All Advantage After School Program subcontractor agreements must be pre-approved by OCFS. Subcontracts up to \$15,000: Justification to support the reasonableness of cost and the selection of a subcontractor must be readily available if requested by OCFS or another state or federal agency. Subcontracts over \$15,000: Formal bidding is required and the opportunity must be advertised in a public newspaper and/or bid out through using a mailing list of potential bidders in a manner that will promote open and free competition for the subcontract award. At least three bids must be received and considered for the award. In the event less than three bids are received, the contractor must reissue the request for bids or seek a waiver from OCFS if circumstances may prevent at least three bidders from responding.

Q209. Is it necessary to have subcontracts in place before contract approval?

ANSWER: It is necessary to have negotiated the contracts and obtained actual total subcontract amounts, but they do not need to be finalized.

Q210. Where do we show staff that are included under subcontractors?

ANSWER: Use a separate personal costs page of the budget to describe the staff included in subcontractors. The total for the subcontract should be included under the contractual services section of the budget. The listing of subcontractor staff and other costs would be included in the subcontract budget (B4.1) and support/narrative section required for pre-approval of the subcontract, and should follow the same format as the lead agency budget.

Q211. If I choose to file the required Vendor Responsibility Questionnaire online through the Office of the State Comptroller (OSC), NYS VendRep System, do I have to print the entire questionnaire and submit it with my proposal?

ANSWER: If the Vendor Questionnaire is completed online with OSC, only and unsigned print out of the form overview needs to be provided.

Q212. Where can information be found regarding existing Advantage After School Program sites?

ANSWER: Please use the following link to locate the chart for Advantage After School Programs:
<<http://www.ocfs.state.ny.us/main/childcare/default.asp>> Click on the orange crayon on the lower right side of the web page for Advantage After School.

Q213. M/WBE forms are part of the required documents listed in section 2 of the RFP, however they're required for contracted awardees only in section 3?

ANSWER: Section 3, page 31 of the RFP outlines the required forms and distinguishes between what is required with a proposal and what is required from an Awardee.

Regions and Scoring

Q214. How will the amount of funding for each region be determined?

ANSWER: Advantage After School Program funds under the **2014** RFP will be allocated by region. OCFS reserves the right to make funding decisions that maximize compliance with and address the priorities identified in this RFP. Accepted applications will be ranked according to final average score from highest to lowest within a region. The region assigned will be based on the location of the proposed site(s), not the location of the organization. The evaluation of applications may include the comparison of existing programs and the field of applicants against such factors as the rural/urban mix; the mix of elementary, middle and high school programs; poverty levels; teen pregnancy rates; and areas that currently do not have an Advantage After School Program. OCFS reserves the right to award up to an additional 10 points to the final score based on one or more of the above considerations.

Q215. What counties are in each region?

ANSWER: The counties in each region are as follows:

Albany Region: Albany, Clinton, Columbia, Delaware, Essex, Franklin, Fulton, Greene, Hamilton, Montgomery, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington

Buffalo Region: Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming

Long Island Region: Nassau, Suffolk

New York City Region, funds will be allocated by borough: Bronx, Kings, Manhattan, Queens, Richmond

Rochester Region: Chemung, Livingston, Monroe, Ontario, Schuylar, Seneca, Steuben, Wayne, Yates

Syracuse Region: Broome, Cayuga, Chenango, Cortland, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence, Tioga, Tompkins

Spring Valley Region: Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster, Westchester

Q216. On page 10 of the RFP under "Other Scoring Factors", the RFP state "if duplicate applications are submitted for the same site in the same school OCFS reserves the right to eliminate the duplicate application with the lowest score. What does this mean?

ANSWER: Different organizations submitting an application for the same program site cannot both be awarded a grant. This would be an award duplication.

Q217. When scoring the application, do you look at if the program was funded before or currently and the number of children served?

ANSWER: No. Proposals are scored according to the criteria outlined in the RFP, pages 9-11.

Q218. Do you award an equal number of programs in the areas of elementary, middle and high school, or are programs awarded based upon highest score across all groupings?

ANSWER: Proposals are scored according to the criteria outlined in the RFP, Section 2, pages 9-11.

OCFS Statewide Considerations

Q219. What is the intent of the NYS Community Schools bonus points? Is it to bolster the budgets of existing Community School grant award programs or to align programs in feeder (elementary) or subsequent (secondary) schools?

ANSWER. The intent of the bonus points is to recognize that both Community Schools grants and Advantage After School grants look to reach many of the same outcomes. Awardees of Community Schools grants are public schools that emphasize family engagement and are characterized by strong partnerships and additional support for students and families designed to counter environmental factors that impede student achievement. Fundamentally, Community Schools and Advantage After School Programs both coordinate and maximize public, non-profit and private resources to deliver critical services and supports to students and their families, thereby increasing student achievement and generating other positive outcomes.

Q220. Can you explain the reasoning behind giving an extra 15 points to Community School grant awardees?

ANSWER. An applicant may receive up to 15 additional points if they meet certain criteria.

- Applicants can receive 15 additional points if they received an award under a State Education Department Community Schools Grant initiative AND are applicants located in a CORE neighborhood.
- Applicants can receive 10 additional points if they received an award under a State Education Department Community Schools Grant initiative.
- Applicants can receive 5 additional points if they are located in a CORE neighborhood.

For more information about the reasoning behind the additional points, please see the answer to the previous question.

Q221. On p.10, you discuss the bonus points awarded for Community and CORE schools. Specifically, you mention that “applicants who receive awards under a SED Community Schools Initiative RFP, or who are partnering to provide services in collaboration with a Community Schools awardee” may receive an additional 10 points. Can you clarify whether the applicants must have received the Community Schools award for the same school that they are applying for under the Advantage proposal in order to receive the bonus points?

ANSWER. No. An organization that is applying under the Advantage RFP to provide services in any school located in a district where a Community Schools grant was awarded would be eligible for the bonus points.

Q222. How can I obtain a list or information on the communities that qualify for the CORE Initiative?

ANSWER. The list of all neighborhoods that qualify for the CORE initiative are listed on page 3 of the RFP.