



College, Credential and Career Ready Summer Initiative Frequently Asked Questions (FAQ)

Eligibility & Applicant Partnerships

1. What's a Local Education Agency (LEA)?

"Local Education Agency" or LEA is a synonym for a school district, an entity that operates local public K-12 schools. Washington, DC has both public charter and public LEAs. LEAs in the District can operate multiple schools (i.e. DC Public Schools, Friendship Public Charter Schools) or consist of a single school (i.e. Paul Public Charter School, National Collegiate Public Charter School).

2. Does an LEA have to partner with a community-based organization (CBO) or institution of higher education (IHE)? Can a CBO apply without an LEA partner?

One of our goals is to build collaborative partnerships between schools, community-based organizations, and postsecondary institutions. Partnerships eligible for C3 Ready Summer Initiative grant funding consist of at least one LEA and at least one CBO or IHE. A CBO or LEA applying without partners is not eligible to receive grant funding.

3. Does the program need to be located in the District if we are serving District students?

The Lead Applicant serves as the fiscal agent for this grant initiative. Therefore, the Lead Applicant must be located in the District of Columbia or be a qualified Institution of Higher Education as specified in the Request for Applications.

4. Does your program need to serve students in multiple LEAs, or can it be focused on just one?

An eligible community-based organization can apply with one or more LEA partners.

5. Can I enroll students who do not attend one of my partner LEAs?

Applicants can propose to operate either an open site, open to all DC middle grades youth, or a site that enrolls students that attend certain LEAs, schools, or who meet certain qualifications.

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Program Design & Student Enrollment

7. Are we required to serve students a certain number of days per week? Can the program convene on weekends, or does it have to happen Monday through Friday?

There is no language in the Request for Applications restricting programs from meeting on weekends. While the RFA also does not specify a required number of days per week, we encourage applicants to consider program length and time that will allow them to help students develop college and career readiness knowledge and skills in a meaningful way.



- 8. Is priority given to programs serving all grades, 6-8, instead of just a single grade?**
No priority points are assigned to the percentage of students enrolled in certain grades.
- 9. Do programs serving rising middle scholars qualify?**
Yes, students entering grades 6, 7, and 8 in fall 2015 can enroll in C3 Ready-supported programs. Rising 9th grades students cannot be served by this grant initiative.
- 10. Is a specific start date required?**
Programs may not overlap with the academic school year at the partner LEA(s). Other than that, no specific start date during the summer months is required.
- 11. Could you provide an example how a summer program might connect to the school year?**
For example, an LEA and CBO partner might continue to provide services to their summertime students during an afterschool program during the academic year.
- 12. What do you mean by “college and career readiness”?**
The Division of Postsecondary & Career Education wants to encourage programs that help middle school students get ready for college and careers. This could include building “college knowledge,” exposing students to different types of careers, helping them understand the changed expectations at the high school level, or working on metacognitive and learning skills such as time management, organization, leadership, self-confidence, grit, etc.

Budget & Applicant Match

- 13. Can we use existing grant funds as our match dollars?**
Yes. Private, local, or federal funds can be used for the match requirement.
- 14. What’s the maximum you can request?**
There is no minimum or maximum request for this grant competition.
- 15. How did you arrive at the \$500 per student number?**
OSSE staff conducted research with local schools and community-based organizations experienced in running summer programs for middle grades students. While the average spent per student was not standard, our research found that the average amount spent was \$1000 per student. We assume that OSSE is contributing 50% of the total amount, thus \$500 OSSE contribution per student. This is not a required amount – applicants may propose to spend more than \$1000 per student as long as they can provide the 1:1 match.
- 16. How will you be scoring the budget? How important is the budget in the overall score?**
The budget and evaluation section accounts for 9 out of 50 total points available. Readers will be reviewing the budget for documentation of the required 1:1 funding match and to ensure that the budget aligns with the program as proposed in the project narrative section of the application.
- 17. Is there weight given based on the source of in-kind funds?**



No points are allocated for this area. However, applicants will be asked to document the amount and source of their match funds.

18. The Request for Applications specifies that additional funding may be available. Is additional information extended funding currently available?

Currently no additional information is available for this opportunity.

Applying for Grant Funding

19. What questions are on the application?

Applicants will be asked to detail their program design, including how they will spend the time they have with students, how long and for how many weeks they will enroll students, and how they will ensure full program attendance. Applicants will also be asked to describe how their program aligns with the C3 Ready Summer Goals and how they will measure student-level progress towards those goals. All applicants will need to submit Partnership Letters and Memorandum of Understanding for partners. Applicants will further be asked for a proposed budget, budget narrative, and documentation of cost-sharing. Questions related to priority points will include documenting how the program will enroll high-need students and how the summer program will connect with academic year activities. The application will be available on or before March 23rd 2015.

20. Is there an application requirement for a SAM and DUNS number?

Reimbursement requests will be processed through OSSE's online Enterprise Grants Management System (EGMS). In order to receive funds, grantees will need to provide their financial information, including a System for Award Management (SAM) and Data Universal Number System (DUNS) number. Grantees must also be registered as a vendor with District of Columbia Government prior to receiving funds.

21. Is there training for using Enterprise Grant Management System (EGMS)? Who can I call for EGMS support?

Organizations that are not familiar with EGMS and are having difficulty registering or navigating EGMS should call the EGMS Help Desk at 202-719-6500 or visiting the [EGMS webpage](#).

Evaluation & Monitoring

22. Are the pre- and post-test available to review before we submit our request?

Once it is finalized, the pre- and post- test will be available on the [C3 Ready Summer Initiative](#) page on the OSSE website.

23. How complex is the C3 Ready Summer Initiative reporting process?

OSSE requires a mid-program and end-of-program report that describes student enrollment and attendance, program overview, spending to date, pre- and post- test results, and the results of program-specific evaluations. In addition, OSSE requires weekly reporting of student attendance. OSSE staff will conduct at least one announced site visit and may visit unannounced.