

### Special Projects Opportunity Frequently Asked Questions

1. Are 21<sup>st</sup> CCLC programs that currently do not have summer programming in their approved projects eligible to add summer programming?  
*Yes, for this special projects opportunity, summer may be added for the 2016-17 Program Year ending on July 31, 2017, only.*
2. If an amendment is completed, how soon will we receive the funds?  
*The funds would be available upon approval of the amendment and issuance of a DOE 200 Project Award Notification.*
3. May we use the Special Projects Opportunity to request funding for travel to the Kick-Off Conference in July 2017 for grants with travel lines that were expended when staff attended the August 2016 conference?  
*You may use the professional development option to request the travel needed to attend the conference in July. If you have funding available in other line items, you may also use that funding to attend the conference. This second option does not require an amendment.*
4. May we use this option to request funding to add to the number of hours that our certified teachers will work each day during the summer programs?  
*Yes. You may use the summer option to extend the number of hours that the certified teachers work during your program's currently approved summer program.*
5. If our grant is very close to the cap of \$500,000, could this 21<sup>st</sup> CCLC Special Projects Opportunity additional funding take the 21<sup>st</sup> CCLC grant over that \$500,000, or will this cap still apply?  
*For this opportunity the grant may exceed the \$500,000 cap that is currently in place.*
6. What staff is expected to attend the conference from July 24-26, 2017?  
*A minimum of one administrative and one instructional staff person from each grant/project number should attend the conference. The conference registration is \$250 per person, the hotel is \$135/night and \$15/day for parking.*
7. Is there a limit on the number of conferences that staff can attend?  
*While there is not a specified limit, the Program Office has to determine that the conference attendance is reasonable and necessary to support the goals and the objectives of the 21<sup>st</sup> CCLC programs. Typically, programs are allowed up to two conferences. Any number over two may be subject to additional scrutiny as it may not be considered necessary.*
8. Regarding transportation, can funds be utilized for field trips as well?  
*Funding for field trip transportation should be requested in the summer programming special projects option. Funds for transportation to and from the program should be requested under the transportation option.*
9. Are we able to hire facilitators to conduct trainings for afterschool staff and not just conferences?  
*Yes. You may hire facilitators to conduct in-house professional development. Please ensure that you engage in proper procurement to do so.*

10. Will funding be available for longer summer programs in 2018?  
*This special projects funding is a one-time opportunity for this summer. We will explore offering additional funding during the RFA process based on the outcomes of this initiative.*
11. Would centers have to offer summer programming for at least six weeks?  
*We would need more information about the summer programming proposed to make that determination. Typically, in recent RFPs, the requirement has been for a minimum of six weeks of summer programming for elementary school students.*
12. Will you be paying overtime for these extended days?  
*Typically, we refrain from paying overtime for staff. Many programs use staggered staffing for these longer days to reduce costs to the program as well as the likelihood of staff fatigue.*
13. 21<sup>st</sup> CCLC Programs still have to end their summer program by July 31<sup>st</sup> when the grant period year ends, correct?  
*Yes. The project period still runs from August 1, 2016 to July 31, 2017. There is no carry forward.*
14. If my summer program is currently 5 hours per day, and we want to add two hours per day, what hourly rate do we use for the additional 2 hours?  
*Use the \$6.50 rate for the additional two hours and the \$2.00 rate for the current five hours.*
15. If professional development is a full day, we would not be able to purchase food or refreshments, correct?  
*Correct. Food is not an allowable expense per state statute.*
16. Regarding transportation quotes, if the program is a community program that operates on a school campus and serves students on the school campus, must three quotes be submitted for transportation to and from school or in this situation, can the program continue to utilize the school district's transportation if they are already using these services?  
*If you are already using the district services, you may continue using the district services. Please ensure that the district is giving the program the best rate for services provided.*
17. If we have high school interns (volunteers) working in elementary programs, could we offer professional development to them?  
*Yes. You may offer professional development to volunteers that is focused on the needs of your program. Consider the rate of professional development in relation to the commitment received from the volunteers.*
18. Can you apply for all three options? Transportation, programming and PD for a single grant?  
*Yes.*
19. Can we use special funding to enhance PBLs?  
*Yes. We would need more information for specifics that the program is requesting in order to make an informed decision.*
20. Our district's summer reading program is supporting Level 1 readers. Are we able to use this special funding to expand the services to also serve Level 2 readers?  
*If the district's program only serves Level 1 readers, you may use 21<sup>st</sup> CCLC programming to develop a separate program to serve Level 2 readers at your 21<sup>st</sup> CCLC target schools.*

21. For those that may have missed webinar, will the presentation and materials be posted online?  
*A link to the webinar will be sent out via email along with the presentation materials and handouts.*
  
22. We have a grant with three schools but only one has a summer program. If we request summer programming for another site within the grant, would we use the \$2.00/hour rate or the \$6.50/hour rate?  
*If a program requests summer at a new center, they would use the \$6.50/hour increase.*
  
23. How much funding is available?  
*That is to be determined. Special projects funding will be processed in the order of receipt.*