

**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Suwannee County School District	2 PROJECT NUMBER 610-2442B-2CCC1
3 PROJECT/PROGRAM TITLE Nita M Lowey 21st Century Community Learning Centers - Expanded Learning Programs <p style="text-align: right;">TAPS 22B036</p>	4 AUTHORITY 84.287C 21st CCLC ESSA Title IV, Part B USDE or Appropriate Agency FAIN#: S287C210009
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 08/01/2021 - 07/31/2022 Program Period: 09/01/2018 - 07/31/2023
7 AUTHORIZED FUNDING Current Approved Budget: \$699,600.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$699,600.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>07/31/2022</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>09/20/2022</u> Last date for receipt of proposed budget and program amendments: <u>05/31/2022</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: Federal Award Date : <u>07/01/2021</u> 	
10 DOE CONTACTS Program: Kimberly Berry Phone: (850) 245-0821 Email: Kimberly.Berry@fldoe.org Grants Management: Unit B (850) 245-0496	<div style="display: flex; justify-content: space-between;"> <div> Comptroller Office Phone: (850) 245-0401 </div> <div> Duns#: 100013127 FEIN#: F596000872001 </div> </div>
11 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference. For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project. All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification. See page 2 block 11 for continued Terms and Special Conditions. 	
12 APPROVED: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr style="width: 100%;"/> Authorized Official on behalf of Richard Corcoran Commissioner of Education </div> <div style="text-align: center;"> 8/13/2021 <hr style="width: 100%;"/> Date of Signing </div> <div style="text-align: right;">  </div> </div>	

INSTRUCTIONS
PROJECT AWARD NOTIFICATION

- 1 Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2 Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3 Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4 Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5 Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 7 Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8 Reimbursement Options:
 - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
 - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
 - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9 Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10 DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11 Continued Terms and Special Conditions
To ensure compliance with the Florida Department of Financial Services, Comptroller/Chief Financial Officer Memoranda Number(s) CFOM # 01 & 02, 2012-2013 the department will initiate amendments for project products and services as necessary. Please contact Angelia Rivers at (850) 245-0853, Angelia.Rivers@fldoe.org

Required Deliverables

All agencies are required to submit all deliverables and evidence of activities as required to the 21st CCLC Program Office at the FDOE by the 5th of each month.

Financial Consequences

The Florida Department of Education's 21st CCLC Program Office shall periodically review the progress made on the activities and deliverables listed in the Project Deliverable and Invoice Form. If the applicant fails to meet and comply with the activities/deliverables (example: daily attendance numbers, amount of days and time of operation, required reporting, required submission of deliverables, proposed activities and/or proposed goals/objectives) established in the approved application, or to make appropriate progress on the activities and/or towards the deliverables, and they are not resolved within two weeks of notification, the 21st CCLC Program Office may approve a reduced payment, or request the applicant redo and resubmit the work, or terminate the project altogether.

Subsequent Award Years

The 21st CCLC program period is a maximum of five years contingent upon: (1) availability of funding from the USED; (2) satisfactory performance by the sub-grantee as evaluated by the FDOE; (3) submission of annual renewal documents as required by FDOE; (4) compliance with all grant requirements and conditions set forth within the most current RFP/RFA and supplements.

- 12 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

FLORIDA DEPARTMENT OF EDUCATION

PROJECT APPLICATION

Please return to: Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	A) Program Name: 21ST Century Community Learning Centers Program (21st CCLC) TAPS NUMBER: 22B036	DOE USE ONLY Date Received <div style="text-align: center; font-size: 1.2em;">6/30/2021</div>								
B) Name and Address of Eligible Applicant: Suwannee County School District 1740 Ohio Avenue, South Live Oak, FL 32064		Project Number (DOE Assigned) <div style="text-align: center; font-size: 1.2em;">610-2442B-2CCC1</div>								
C) Total Funds Requested: <div style="text-align: center; font-size: 1.2em;">\$ 699,600.00</div> <hr style="width: 50%; margin: 10px auto;"/> <div style="text-align: center;"> DOE USE ONLY Total Approved Project: <div style="text-align: center; font-size: 1.2em;">\$699,600.00</div> </div>	D) Applicant Contact & Business Information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"> Contact Name: Janene Fitzpatrick, Asst. Supt. </td> <td style="width: 40%;"> Telephone Numbers: 386-647-4647 </td> </tr> <tr> <td> Fiscal Contact Name: Vickie DePratter, CFO </td> <td> 386-647-4609 </td> </tr> <tr> <td> Mailing Address: 1740 Ohio Avenue, South Live Oak, FL 32064 </td> <td> E-mail Addresses: Janene.fitzpatrick@suwannee.k12.fl.us Vickie.depratter@suwannee.k12.fl.us </td> </tr> <tr> <td> Physical/Facility Address: 1740 Ohio Avenue, South Live Oak, FL 32064 </td> <td> DUNS number: 100013127 FEIN number: 596000872 </td> </tr> </table>		Contact Name: Janene Fitzpatrick, Asst. Supt.	Telephone Numbers: 386-647-4647	Fiscal Contact Name: Vickie DePratter, CFO	386-647-4609	Mailing Address: 1740 Ohio Avenue, South Live Oak, FL 32064	E-mail Addresses: Janene.fitzpatrick@suwannee.k12.fl.us Vickie.depratter@suwannee.k12.fl.us	Physical/Facility Address: 1740 Ohio Avenue, South Live Oak, FL 32064	DUNS number: 100013127 FEIN number: 596000872
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Fiscal Contact Name: Vickie DePratter, CFO	386-647-4609									
Mailing Address: 1740 Ohio Avenue, South Live Oak, FL 32064	E-mail Addresses: Janene.fitzpatrick@suwannee.k12.fl.us Vickie.depratter@suwannee.k12.fl.us									
Physical/Facility Address: 1740 Ohio Avenue, South Live Oak, FL 32064	DUNS number: 100013127 FEIN number: 596000872									

CERTIFICATION

I, **Ted L. Roush**, as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.

E) 
 Signature of Agency Head


 Title

30 June 2021

 Date

Vendor/Subrecipient Determination for Federally Funded Programs

Non-State Organization: Suwanee CSD

Non-State Organization Type:

☐ State/Local Government

☒ Public Edu. Agency (LEA/College/University)

☐ Nonprofit

☐ For-Profit

Federal Program Adminstrating Agency: US Department of Education

CFDA No. (Catalog of Federal Financial Assistance No.): 84-287C

Contract No.610-2442B-2CCC1 Contract Agreement Period: From 08/01/2021 To 07/31/2022

Part A: Check either Vendor or Subrecipient based upon an analysis of the defining characteristics

for each Vendor (check all that apply):

- ☐ Provides the goods and services within normal business operations
- ☐ Provides similar goods or services to many purchasers
- ☐ Operates in a competitive environment
- ☐ Provides goods or services that are ancillary to (in support of) the operation of the Federal program
- ☐ Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons

2. Subrecipient (check all that apply):

- ☒ Determines who is eligible to receive what Federal assistance
- ☒ Has its performance measured in relation to whether objectives of a Federal program were met
- ☒ Has responsibility for programmatic decision making
- ☒ Is responsible for adherence to applicable Federal program requirements specified in the Federal award
- ☒ Uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity

Part B: Conclusion.

Use of judgment in making determination. In determining whether an agreement between your agency and another organization casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and your agency must use judgment in classifying each agreement as a subaward or a procurement contract. (2 C.F.R. Part 200.330(c))

Based on your analysis of the responses to Part A indicate your evaluation of the organization for this contract:

(check one) ☒ Subrecipient
☐ Vendor

Comments:

Completed by:

Wayarne Tolliver
(Signature)

Wayarne Tolliver
(Name)

Contract Manager
21st CCLC and BFCO Grants
(Title)

08/03/21
(Date)

NOTES:

- (1) This checklist is a tool for individuals managing contracts to determine a provider's status as either a Vendor or a Subrecipient as defined in 2 C.F.R. Part 200.330.
- (2) 21st CCLC subrecipients are not permitted to issue sub-awards. If you determine that the relationship between your agency and another non-federal entity casts the latter as a subrecipient you must take steps to correct this area of non-compliance.

GEPA SECTION 427 REQUIRED STATEMENT

The Suwannee County School District and its federally funded programs have determined that the gender, race, national origin, disability or age of an individual does not prevent students, teachers, parents or any other interested party from access to programs or schools.

The District has taken the following steps to ensure access to or participation in federally funded programs:

1. Adoption of School Board Policy.
2. District Staff is involved in planning, implementation and monitoring of all federally funded programs.
3. Each of Suwannee County's Schools has a School/Parent Advisory Council that is involved in the planning of all federally funded programs. There is also a District Advisory Council.
4. Each program's plan (Drop Out Prevention, ESOL, Exceptional Student Education, Title I and Title V) is approved by the Suwannee County School Board and/or the State of Florida. Each plan ensures equal access of all stakeholders regardless of gender, race, national origin, color, disability or age.
5. The LEP Plan ensures equal access to all students of eligible areas. This includes Limited English Proficiency students, migrant students, economically disadvantaged students and students with disabilities.
6. Monitoring of all programs for equal access is accomplished by annual district monitoring, State of Florida Program Compliance Monitoring and FTE Audit (Auditor General's Office).



Ted L. Roush

Superintendent of Suwannee County School District



Date

Section D

Florida Department of Education General Assurances, Terms, and Conditions for Participation in Federal and State Programs

Authority for Data Collection: 20 USC 1232e (a)

Planned Use of Data: The requirements established in United States Code Annotated, Title 20, Education, Chapter 31, Subchapter III, Section 1232(e), stipulate that “[e]ach local education agency which participates in an applicable program under which federal funds are made available to such agency through a state agency shall submit, to such an agency, a general application containing the assurances set forth in subsection [1232e] (b).” The application shall cover the participation by the local education agency and all other organizations participating in state and federal programs administered by the Florida Department of Education. These assurances are set forth below in the “General Assurances” section.

Instructions: These general assurances will be in effect for the duration of the project it covers. The state agencies or boards administering the projects covered by the application shall not require the submission or amendment of such an application unless required by changes in federal or state law, or by other significant change in the circumstances affecting an assurance in such application. The superintendent, agency head, or other authorized officer must sign the certification and return it to the following address. No payment for project/grant awards will be made by this agency without a current signed General Assurances form on file. For further information, contact the Florida Department of Education, Bureau of the Comptroller, at (850) 245-0401.

Certification:

I, the undersigned official am legally authorized to bind the named agency/organization of the State of Florida, hereby apply for participation in federally funded and/or state-funded education programs on behalf of the named agency/organization below. I certify that the agency will adhere to and comply with the General Assurances, Terms, and Conditions and all requirements outlined in the “Project Application and Amendment Procedures for Federal and State Programs” (Green Book).

Suwannee County School District

Typed Agency Name

610

Agency Number

Ted L. Roush, Superintendent

Typed Name and Title of Authorized Official
(Agency Head)

I certify that the agency will adhere to each of the assurances contained in this set of *General Assurances, Terms, and Conditions for Participation in Federal and State Programs* as applicable to the project(s) for which this agency is responsible.



Signature (must be original)

June 21, 2021

Date

386-647-4600

Area Code/Telephone Number



21st CCLC Subrecipient Assurances

The Subrecipient Assurances Signature Page certifies the applicant's agreement to the assurances outlined below. These Assurances must be signed by the Agency Head or the Agency's Authorized Representative. **Each page must be initialed in the bottom right corner.**

PLEASE READ COMPLETELY BEFORE SIGNING.

21st CCLC Program Assurances

Description: Program specific assurances.

The agency understands that the Request for Proposals (RFP)/Request for Applications (RFA) describes the program requirements and expectations for the implementation of the 21st CCLC Program.

Program Operations

21st CCLC program will be fully operational and providing services to students within **30 calendar days** of receiving the DOE 200 award notification or within **14 calendar days** from the first day of incurring 21st CCLC expenditures, whichever is earlier.

Academic Focus

All 21st CCLC programs are required to operate in a manner that will maximize the program's impact on the academic performance of the participating students. Programs will **provide a breadth of activities and services that offer opportunities** for students to learn new skills, develop creative ways to approach challenges and achieve academic success.

All academic services will be aligned with the curriculum in the core subject areas of each of the schools attended by the participating students. Lesson and/or unit plans for academic enrichment activities will be required as part of the deliverables. ***Each student in the program must be afforded of the full breadth of programming each week as described in the RFP/RFA.***

Services and benefits provided must be secular, neutral and non-ideological. No funds provided pursuant to this program shall be expended to support religious practices, such as religious instruction, worship or prayer. Faith-based organizations (FBOs) may offer such practices, but not as part of the program receiving assistance and FBOs should comply with generally applicable cost accounting requirements to ensure that funds are not used to support these activities.

Evidence-based Research

The agency will implement activities based on evidence-based research – The authorizing statute provides principles of effectiveness to guide applicants in successfully identifying and implementing programs and activities that can directly enhance student learning, one of which includes activities based on evidence-based research. The programs or activities must be based in research that shows that the students will meet challenging State academic standards.

Initial here stating that you have read and understand the Assurances on this page

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Supplement, Not Supplant

Funds under this part will be used to increase the level of state, local and/or other nonfederal funds that would, in the absence of funds under this part, be made available for programs and activities authorized under this part, and in no case supplant federal, state, local or non-federal funds. Programs must also coordinate Federal, State, and local programs to make the most effective use of resources (ESSA Section 4204(b)(2)(C)). Programs are prohibited from using 21st CCLC funds to pay for existing levels of service; rather, grant funds must supplement, not supplant, existing services (21st CCLC NonRegulatory Guidance, Section G-7). Funds may be used to expand or enhance current activities, or to establish programs in non-participating schools within a local education agency (LEA) that has a 21st CCLC grant.

Facilities

Program facility(ies) will be as available and accessible to participants as the students' local school. The facility(ies) have sufficient resources to provide all proposed and required activities, such as a computer lab, library, eating facility, safe recreational area and study area. The program will maintain equipment, security, resources and a clear strategy for the safe transportation of students to and from the center and home. The program will take place in a safe and easily accessible facility as outlined in the RFP/RFA and in Florida's child care law ([§402.301-319 or regulations for School-Age Child Care [6A-6.0910, Florida Administrative Code]]).

Supplemental Meals

The program will provide nutritious snacks and/or meals that meet the requirements of the United States Department of Agriculture (USDA) guidelines for afterschool snacks and summer meal supplements. Depending on when the 21st CCLC program operates, a supplemental snack and/or meal must be offered to each student, each day. Snacks/meals **cannot** be purchased with 21st CCLC funds and must come from other resources. Students shall **not** be charged for costs associated with supplemental snacks/meals. Documentation of meeting supplemental snack/meal requirements will be required as part of the deliverables.

Students with Special Needs

In accordance with state and federal laws, children with special needs must be afforded the same opportunities as children in the general population. Students with special needs include those who may be identified as English language learners (ELLs); homeless; migrant; or with physical, developmental, psychological, sensory or learning disabilities that result in significant difficulties in communication, self-care, attention or behavior, and are in need of more structured, intense supervision. Children with special needs shall not be excluded from the 21st CCLC program, regardless of the level or severity of need, provided that they can be safely accommodated. Description of services to students with special needs will be required as part of the deliverables.

- Title X, Part C: Homeless Education Program:
<http://www.fldoe.org/schools/familycommunity/activities-programs/homeless-edu-program.stml>
- Council for Exceptional Children: <http://www.cec.sped.org/>
Bureau of Exceptional Education and Student Services:
<http://www.fldoe.org/academics/exceptional-student-edu/>

For Federal Programs - General Education Provisions Act (GEPA)

A concise description of the process to ensure equitable access to, and participation of students, teachers, and other program beneficiaries with special needs was submitted with the proposal/application. For details refer to Section 427 of GEPA, Public Law 103-382, at www2.ed.gov/fund/grant/apply/appforms/gepa427.doc.

Professional Development

The program has a professional development plan that is responsive to the needs of its staff, and identifies the professional development activities for staff delivering program activities. Conferences and trainings will be linked to the 21st CCLC funding purpose as outlined in the application. 21st CCLC orientation/professional development and evidence of staff training will be required as part of the deliverables.

Collaboration with Schools

The agency will operate the 21st CCLC program in active collaboration with the school attended by the participating students. Adequate communication between the 21st CCLC program staff and the students' regular school day teachers, school administrators and family members is critical to ensure student needs are addressed in the 21st CCLC program. The agency has a written communication plan to identify how these groups will share information about the needs and performance of 21st CCLC students. Communication plans include how the regular school lessons will be identified and reinforced during the 21st CCLC program.

The program was developed and will be implemented in active collaboration with the schools attended by participating students (ESSA, Section 4204(b)(2)(D)) as outlined in the RFP/RFA.

21st CCLC Advisory Board

The agency will establish a local 21st CCLC Advisory Board comprised of students, teachers, parents and members of community agencies and businesses. The agency will collect and maintain documentation of board meetings, such as minutes and attendance lists. The Advisory Board will consider such topics as program needs and concerns, operations and sustainability. The Advisory Board will include **at least two parents and two students (if the program is serving middle or high school students)**.

Documentation supporting 21st CCLC advisory board meetings will be required as part of the deliverables.

Community Awareness

The agency gave notice to the community of its intent to submit an application to operate a 21st CCLC program. The agency will provide for public availability and review of the application and any waiver request after submission. (ESSA, section 4204(b)(2)(L)).

Property Under the 21st CCLC

Property acquired (e.g., computers, classroom desks, tables) under the 21st CCLC program will remain within the appropriate facility for continued use in the 21st CCLC program after the funding period has expired. If the 21st CCLC program at the facility(ies) is not maintained after federal funding expires, all equipment will be used and/or distributed in accordance with EDGAR, 34 CFR, Subpart C, Sections 74.30-74.37 and 80.31-80.33.



Record Retention

Programs must retain all records relating to the 21st CCLC program for which federal funds are received for a period of five (5) years after the completion of the last activity of the program, typically the submission of the final Project Disbursement Report or until such time as all pending reviews or audits have been completed and resolved.

Monitoring and Evaluation Activities

The subrecipient agrees to fully cooperate with all monitoring, auditing, evaluation and reporting requirements established by the FDOE and/or authorized representatives. The subrecipient agrees to participate in all statewide evaluation activities (e.g., cooperate with site visits, responding to data requests, submitting accurate data).

The program will submit all required data and reports, as required and/or requested, to the State of Florida (Florida Department of Financial Services and the Florida Department of Education) and the USED.

The program understands that the formative and summative evaluation report are **required** of all 21st CCLC programs, that the reports will be compared to all data submitted to the FDOE and USED, that this report may be used to determine continuation of funding and that adequate progress has been defined as achieving 85% of approved objectives.

Student Safety

Ensure that all procedures and regulations for health, fire, safety, pick-ups, parental/guardian consents, transportation, field trips, food, medical and other emergency procedures, etc. will be clearly listed and widely disseminated, and that they will conform to applicable local and state standards.

Suspension of the Grant

The FDOE may suspend or terminate the grant with 30 days notice, in whole or in part, if federal funds supporting the grant are reduced or withdrawn, or for nonperformance by the subrecipient at any time during the term of the grant. The FDOE and the subrecipient may suspend or terminate the agreement, in whole or in part, upon mutual agreement.

Prohibition of Text Messaging and Emailing While Driving During Official Federal Grant Business

Federal grant subrecipients, and their grant personnel are prohibited from text messaging while driving a government-owned vehicle, or while driving their own privately-owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email while driving.

Subrecipients must comply with these conditions under Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009.

Statement of Assurance for Evaluation Data

Description: While the 21st CCLC grant may include up to five (5) years of funding, the years following the initial year are dependent upon the evaluation of data supporting successful program implementation aligned with the components of the Request for Proposal (RFP) and Request for Application (RFA) submitted.

Initial here stating that you have read and understand the Assurances on this page

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- By accepting grant funds, subrecipients agree to participate in both the federal and state evaluation of the Florida 21st CCLC program.
- Subrecipient must submit the Objective and Performance Indicator data to the Florida Department of Education (FDOE); and submit all federally required 21st CCLC program data to the United States Department of Education, as required and outlined in the RFP/RFA.
- Agency understands that if evaluation data does not support program progress as required, the FDOE may reduce and/or terminate future funding.

Project Deliverable Assurance

Description: All subrecipients must collect, submit online and keep copies on file, all required deliverables for each performance period. All required deliverables will be submitted on the 21st CCLC web-based system by their respective due date as outlined in the RFP/RFA.

Required Deliverables

All agencies are **required** to submit all deliverables and evidence of activities as required by the RFA by the 5th of each month.

Financial Consequences

The Florida Department of Education, 21st CCLC Program Office, shall periodically review the progress made on the activities and deliverables listed. If the applicant fails to meet and comply with the activities/deliverables (example: daily attendance numbers, amount of days and time of operation, required reporting, required submission of deliverable, proposed activities and/or proposed goals/objectives) established in the approved application or to make appropriate progress on the activities and/or towards the deliverables, and they are not resolved within two weeks of notification, the 21st CCLC Program Office will (1) approve a reduced payment, (2) request the applicant redo the work and/or (3) terminate the project.

By accepting grant funds, the agency agrees to submit the required project deliverables for Florida 21st CCLC program as outlined in the 2021-22 RFP/RFA. The agency understands that if the deliverables do not support program progress as required, the FDOE will reduce and/or terminate future funding.

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**Subrecipient Assurances
Signature Page**

All information requested below must be provided.

By accepting grants funds, the undersigned hereby assures and agrees that, in accordance with statutes and regulations, the agency shall comply with the program assurances listed above; the approved application; the applicable rules, regulations and laws; and the rules, requirements, and expectations contained in the Request for Proposal (RFP)/Request for Application (RFA).

Agency Name _____ Suwannee County School District _____

**Agency Head or Authorized
Agency Representative**

A handwritten signature in blue ink, appearing to read "Ted Roush", written over a horizontal line.

Signature

Ted L. Roush
Printed name

Title _____ Superintendent _____

Date _____ June 21, 2021 _____

Phone No. _____ 386-647-4600 _____

Email _____ Ted.Roush@suwannee.k12.fl.us _____

**Please note that only original signatures will be accepted. Stamped or electronic signatures are not allowable. Blue ink is preferred.*



**Assurance of Providing Equitable Services for Private Schools
(Private School Participation)**

Description:

Both ESSA and the Education Department General Administrative Regulations (EDGAR) require that 21st CCLC funded programs provide equitable services to eligible private school students, teachers and other education personnel. The applicant must assure that the agency has and will continue to ensure timely and meaningful consultation for equitable services to private school children and teachers within the local education agency(ies) (LEA) service areas. Documentation supporting private school consultation will be requested as part of the deliverables.

For more information, see SEC. 9501. PARTICIPATION BY PRIVATE SCHOOL CHILDREN AND TEACHERS at www.ed.gov/policy/elsec/leg/esea02/pg111.html.

The FDOE Project Application and Amendment Procedures for Federal and State Programs (Green Book) General Assurances states: "After timely and meaningful consultation, the recipient will provide the opportunity for children enrolled in private, non-profit schools, and the educational personnel of such schools, equitable participation in the activities and services provided by these federal funds, and will notify the officials of the private schools of said opportunity." 21st CCLC programs must, at a minimum, consult with officials from those private schools located in the specific geographic area(s) served by program site(s).

In accordance with 34 C.F.R. Part 76.656, provide the following information in reference to consultation and participation of eligible private schools in Title IV, Part B, 21st CCLC:

- (a) A description of how the applicant will meet the federal requirements for participation of students enrolled in private schools.
- December-January: Private school in Suwannee County are contacted to determine which programs, if any, the private schools wish to participate in. In the letter, the private schools are invited to an informational meeting in which the LEA presents information concerning all of the various federal programs the LEA participates in. Special arrangements are made for the private schools indicating interest in receiving information but unable to attend the meeting.*
- January- February: the first consultation meeting occurs in which the LEA provides copies of family income surveys that will be distributed and conducted during the FTE reporting Period 3. Time lines for additional meetings are established at this meeting.*
- April-May: The LEA reviews the results of the family income surveys with each participating private school to identify students who are eligible for services. A tentative equitable amount is set based on the number and percentage of eligible students at each private school. A tentative start date at each participating private school is set.*
- June- September: Collaborate and communicate with third party contractor on teacher hiring, placement, and training. The final roster of participating students is completed. The start date for services is confirmed. Implement program and provide ongoing consultation.*
- (b) The number of students enrolled in private schools who have been identified as eligible to benefits under the program.
Currently, private schools in SCSD elected not to participate in federal programs for the 2020-2021 school year.
- (c) The number of students enrolled in private schools who will receive benefits under the program. *N/A*
- (d) The basis the applicant used to select the students. *N/A*
- (e) The manner and extent to which the applicant complied with § 76.652 (consultation).
SCSD consultation process and procedure was previously described in this section.
- (f) The places and times that the students will receive benefits under the program. *N/A*

**Florida 21st Century Community Learning Centers (21st CCLC)
Program Year 2021-22**



(g) The differences, if any, between the program benefits the applicant will provide to public and private school students, and the reasons for the differences *N/A*

☐ Check this box if there are NO private schools located within the geographic area(s) of the site(s) where the 21st CCLC program is located.

Agency Name

Suwannee County School District

**Agency Head or Authorized
Agency Representative**

A handwritten signature in blue ink, appearing to read "Ted L. Roush", written over a horizontal line.

Signature

Ted L. Roush

Printed name

Title

Superintendent

Date

June 21, 2021

Phone No.

386-647-4600

Email

Ted.Roush@suwannee.k12.fl.us

**Please note that only original signatures will be accepted. Stamped or electronic signatures are not allowable. Blue ink is preferred.*

FLORIDA DEPARTMENT OF EDUCATION
BUDGET NARRATIVE FORM

A) Name of Eligible Recipient/Fiscal Agent:

Suwannee County School District

B) DOE Assigned Project Number:

610-2442B-2CCCC1

C) TAPS Number:

22B036

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
6300	110	<p><u>Project Director</u> The Project Director will oversee the four 21st CCLC school sites. Branford Elementary, Suwannee Riverside, Suwannee Pineview, and Suwannee Springcrest. The Project Director will ensure the project is implemented with fidelity; will work closely with site coordinators, schools/district administrators, will assemble and facilitate the work of the 21st CCLC advisory board, conduct regular planning meetings with key personnel and make regular visit to the four 21st CCLC sites. The Assistant Superintendent of Instruction will work closely with the Project Director who also oversees the other current district Title IV program, to ensure program compliance with 21st CCLC. In conjunction, the Assistant Superintendent of Instruction and the Project Director will collaborate with community partners and disseminate program information. The Assistant Superintendent of Instruction and the Project Director will oversee all four program sites and work to ensure all reports are completed and submitted on schedule with fidelity. Additional days for planning.</p> <p>After School: 1 PD x 3.5 hrs x \$44/hr x 170 days = \$26,180 Summer: 1 PD x 5 hrs x \$44/hr x 30 days = \$6,600 Project Director Total = \$32,780</p> <p><i>Administrative 10%: \$3,278</i></p>	0.36	\$ 32,780.00	100%	B		
6300	210	<p><u>Fringe Benefits: Retirement - Program Director</u> Retirement benefit for project director and site coordinators @ 10.82% of 21st CCLC portion of their wages \$32,780 x .1082 = \$3,546.80</p> <p><i>Administrative 10%: \$355</i></p>		\$ 3,547.00	100%			

6300	220	<u>Fringe Benefits: Social Security - Program Director</u> Social Security benefit for project director and site coordinators @ 6.2% of 21st CCLC portion of their wages $\$32,780 \times .062 = \$2,032.36$ <i>Administrative 10%: \$203</i>		\$ 2,032.00	100%		
6300	221	<u>Fringe Benefits: Medicare - Program Director</u> Medicare benefit for project director and site coordinators @ 1.45% of 21st CCLC portion of their wages $\$32,780 \times .0145 = \475.31 <i>Administrative 10%: \$48</i>		\$ 475.00	100%		
6300	116	<u>Site Coordinators: Branford Elementary School (BES), Suwannee Riverside Elementary School (SRE), Suwannee Pineview Elementary School (SPE), and Suwannee Springcrest Elementary School (SSE)</u> Certified techers to oversee the respective 21st CCLC school site. Site Coordinator will ensure the project is implemented with fidelity at the respective site; will work closely with the Director of Curriculum and the Project Director, school/district administrator, and the external evaluator; will attend advisory board meetings and regularly planning meetings with key personnel. Site coordinator will review all teacher lesson plans to ensure alignment with the Florida Standards. Site Coordinator will facilitate data collections, attendance, parent and school day teacher contract. Additional days for planning. <u>Branford Elementary Total = \$ 30,545</u> After School: 1 Site Coord x 3.5 hrs x \$41/hr x 170 days = \$24,395 Summer: 1 Site Coord x 5 hrs x \$41/hr x 30 days = \$6,150 <u>Suwannee Elementary Total = \$ 30,545</u> After School: 1 Site Coord x 3.5 hrs x \$41/hr x 170 days = \$24,395 Summer: 1 Site Coord x 5 hrs x \$41/hr x 30 days = \$6,150 <u>Suwannee Primary Total = \$ 30,545</u> After School: 1 Site Coord x 3.5 hrs x \$41/hr x 170 days = \$24,395 Summer: 1 Site Coord x 5 hrs x \$41/hr x 30 days = \$6,150 <u>Suwannee Intermendiate Total = \$ 30,545</u> After School: 1 Site Coord x 3.5 hrs x \$41/hr x 170 days = \$24,395 Summer: 1 Site Coord x 5 hrs x \$41/hr x 30 days = \$6,150 $\$30,545 + \$30,545 + \$30,545 + \$30,545 = \$122,180$	0.52	\$ 122,180.00	100%		
6300	210	<u>Fringe Benefits: Retirement - Site Coordinators</u> Retirement benefit for project director and site coordinators @ 10.82% of 21st CCLC portion of their wages $\$122,180 \times .1082 = \$13,219.88$		\$ 13,220.00	100%		

6300	220	Fringe Benefits: Social Security - Site Coordinators Social Security benefit for project director and site coordinators @ 6.2% of 21st CCLC portion of their wages $\$122,180 \times .062 = \$7,575$		\$ 7,575.00	100%			
6300	221	Fringe Benefits: Medicare - Site Coordinators Medicare benefit for project director and site coordinators @ 1.45% of 21st CCLC portion of their wages $\$122,180 \times .0145 = \$1,772$		\$ 1,772.00	100%			
5100	150	<u>Aide Paraprofessional</u> Teachers (morning, after school and summer) at four school sites - duties include working actively participating 21st CCLC students during 21st CCLC operational hours, and regular day teachers, parents, administrators, and partners. Summer programming will include small group project-based instruction staff to student ratio of 1:10-20. Additional days for planning. <u>BES Para Total = \$73,048.50</u> FLDOE Certified Paraprofessionals Before School: 1 Para x 1 hrs x \$21/hr x 170 = \$3,570 After School: 3 Paras x 2.5 hrs x \$21/hr x 167 days = \$26,302.5 Summer: 1 Paras x 4 hrs x \$21/hr x 27 days = \$2,268 Uncertified Paraprofessionals Before School: 1 Para x 1 hrs x \$21/hr x 170 = \$3,570 After School: 4 Paras x 2.5 hrs x \$21/hr x 167 days = \$35,070 Summer: 1 Paras x 4 hrs x \$21 /hr x 27 days = \$2,268 <u>SSE Para Total = \$73,048.50</u> FLDOE Certified Paraprofessionals Before School: 1 Para x 1 hrs x \$21/hr x 170 = \$3,570 After School: 3 Paras x 2.5 hrs x \$21/hr x 167 days = \$26,302.5 Summer: 1 Paras x 4 hrs x \$21/hr x 27 days = \$2,268 Uncertified Paraprofessionals Before School: 1 Para x 1 hrs x \$21/hr x 170 = \$3,570 After School: 4 Paras x 2.5 hrs x \$21/hr x 167 days = \$35,070 Summer: 1 Paras x 4 hrs x \$21 /hr x 27 days = \$2,268 <u>SRE Para Total = \$81,816</u> FLDOE Certified Paraprofessionals Before School: 1 Para x 1 hrs x \$21/hr x 170 = \$3,570						

	<p>After School: 4 Paras x 2.5 hrs x \$21/hr x 167 days = \$35,070 Summer: I Paras x 4 hrs x \$21 /hr x 27 days = \$2,268 Uncertified Paraprofessionals Before School: I Para x I hrs x \$21/hr x 170 = \$3,570 After School: 4 Paras x 2.5 hrs x \$21/hr x 167 days = \$35,070 Summer: I Paras x 4 hrs x \$21/hr x 27 days = \$2,268</p> <p><u>SPE Para Total = \$81,816</u> FLDOE Certified Paraprofessionals Before School: I Para x I hrs x \$21/hr x 170 = \$3,570 After School: 4 Paras x 2.5 hrs x \$21/hr x 167 days = \$35,070 Summer: I Paras x 4 hrs x \$21 /hr x 27 days = \$2,268 Uncertified Paraprofessionals Before School: I Para x I hrs x \$21/hr x 170 = \$3,570 After School: 4 Paras x 2.5 hrs x \$21/hr x 167 days = \$35,070 Summer: I Paras x 4 hrs x \$21/hr x 27 days = \$2,268</p>	6.04	\$	309,729.00	100%			
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5100	210	<u>Fringe Benefit: Retirement - Paraprofessionals</u> Retirement for certified teachers and paraprofessionals at four program locations @ 10.82 % of 21st CCLC portion of their wages: $\$309,729 \times .1082 = \$33,513$		\$ 33,513.00	100%		
5100	220	<u>Fringe Benefit: Social Security - Paraprofessionals</u> Social security for certified teachers and paraprofessionals at four program locations @ 6.2% of 21st CCLC portion of their wages $\$309,729 \times .062 = \$19,203$		\$ 19,203.00	100%		
5100	221	<u>Fringe Benefit: Medicare - Paraprofessionals</u> Medicare for certified teachers and paraprofessionals at four program locations @ 1.45% of 21st CCLC portion of their wages $\$309,729 \times .0145 = \$4,491$		\$ 4,491.00	100%		
6300	330	<u>Travel: Out of County Conference</u> Costs for active 21st CCLC staff to travel and participate in the state and national 21st CCLC conferences, as required and encouraged by the Florida Department of Education. Costs include: <u>21st CCLC Fall TA Meeting (5 Staff)</u> Registration fees: \$0 Hotel: $\$89/\text{night} \times 3 \text{ nights} \times 5 \text{ Staff} = \$1,335$ Travel: $\$127.50 \times 2 \text{ cars} = \255 Meals: $\$36/\text{day} \times 2 \text{ days} \times 5 \text{ Staff} = \360 Total: \$1,950 <u>21st CCLC Spring TA Meeting (5 Staff)</u> Registration fees: \$0 Hotel: $\$89/\text{night} \times 3 \text{ nights} \times 5 \text{ Staff} = \$1,335$ Travel: $\$127.50 \times 2 \text{ cars} = \255 Meals: $\$36/\text{day} \times 2 \text{ days} \times 5 \text{ Staff} = \360 Total: \$1,950 $\$1,950 + \$1,950 = \$3,900$		\$ 3,900.00	100%		
6300	330	<u>In-County Travel</u> Project Director Travel for Site Visits throughout the program year: 46 visits @ 48 miles per visit, $\$0.445/\text{mile} = \983		\$ 983.00	100%		

5100	510	<u>Materials/Supplies: Curriculum/ Instructional</u> Funds to purchase curriculum materials for use exclusively by actively participating 21st CCLC students during academic and enrichment activities. Supplies for Curriculum and Instruction materials were mainly purchased in the first two years of the grant. For year three, no new curriculum was purchased. For year four, refilling and replenishing will need to take place. Lost pieces of the LEGO kits will need to be ordered. Blank books for the American Reading projects. Replacement books for American Reading themed units. Replacement pieces and new topics for Science Units. 380 students x \$124.0263/student = \$47,130		\$ 47,130.00	100%		
5100	510	<u>Consumable Supplies:</u> Purchase of supplies necessary to support Project Based Learning activities model building, book writing, habitat building and supplies and personal enrichment activities. Supplies include items such as: Headphones w/mics, glossy paper for projects, and poster paper for projects. Chart paper/stand, manipulative, 3M pads (for student brainstorming, Venn diagrams, critical thinking/planning, share back, and other group exercises), books, art supplies (e.g., scissors, markers), and other consumable supplies for student use (e.g., tape, staples, paper), musical instruments such as bongo drums, photography supplies and photo paper; wax paper, pipe cleaners, cellophane, markers, paint and paint brushes may be used in art projects such as ornaments and decorative boxes, and woodworking supplies. Sports Consumables include: educational board games, pedometers, balls, tension bands, first aid kit and sports equipment. 380 students x \$162.0368/student = \$61,574		\$ 61,574.00	100%		
5100	590	<u>Supplies/Curriculum:</u> Curriculum to support the Academic lessons, Spark PE, Interpersonal Skills, portions of the program. Reusable supplies for lessons such as computer kits, lego robot kits. 4 schools x \$1,500 per school = \$6,000		\$ 6,000.00	100%		
5100	369	<u>Technology Related Rentals / Curriculum:</u> IXL Site License (Grades K-12) Math and ELA 1 license for all sites = \$7,410		\$ 7,410.00	100%		
7200	790	<u>Miscellaneous Expense: Indirect Cost</u> Indirect Cost Calculated at the state-approved rate of 3.62% of allowable direct cost line items. Plan B.		\$ 22,086.00	100%		

D) TOTAL

\$

699,600

Admin (3.71%): \$25,970

DOE 101S- Print version - Page 1 of 2



July 2015

DOE USE ONLY (Program)

I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable and necessary as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Printed Name: _____

Signature: _____

Title: _____

Date: _____

DOE USE ONLY (Grants Management)

I certify that the cost for each line item budget category has been evaluated and determined to be allowable as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Printed Name: _____

Signature: _____

Title: _____

Date: _____

DOE 101S- Print version - Page 2 of 2

July 2015



Budget Narrative Form Instructions

A) Enter Name of Eligible Recipient/Fiscal Agent

B) Enter DOE Assigned Project Number

C) Enter TAPS Number

D) Enter the Total Amount for (5)

(1) Function Code – *For School Districts Only* – Enter the Function Code, as required in the *Financial and Program Cost Accounting and Reporting for Florida Schools Manual*, which best classifies the overall purpose or objective of the goods or services budgeted

(2) Object Code – Enter the Object Code which best classifies the goods or services budgeted. *School Districts* - Use the three-digit Object Code as required in the *Financial and Program Cost Accounting and Reporting for Florida Schools Manual*; *Colleges and Universities* - Use the first three digits of the Object Codes listed in the *Florida Accounting Information Resource Manual*; *Non-public entities* – Use the Object Codes that are used in the respective entity's/agency's chart of accounts.

(3) Account Title and Narrative - Provide the Account Title that applies to the Object Code listed in (2) and a detailed Narrative that includes a description of each good or service budgeted and its purpose or use. For example:

Salaries – Describe the type(s) of position(s) requested and the major responsibilities/duties of each position(s). Use a separate line to describe each type of position.

Other Personal Services – Describe the type of service(s), its purpose or use, and an estimated number of hours for each type of position. OPS is defined as compensation paid to persons, including substitute teachers not under contract, who are employed to provide temporary services to the program.

Professional/Technical Services – Describe the services rendered by personnel, other than agency personnel employees, who provide specialized skills and knowledge.

Contractual Services and/or *Inter-agency agreements* – Describe the services to be rendered and the type of entity or agency (name, if available).

Travel – Describe each type of travel to be supported with project funds, such as conference(s), local travel, in- or out-of-district, and out-of-state. Do not list individual names. List individual position(s) when travel funds are being requested to perform necessary activities.

Materials and Supplies - Describe the type of item to be purchased and its purpose or use.

Capital Outlay - Describe the type of item/equipment to be purchased and its purpose or use.

Indirect Cost - Refer to the *DOE Project Application and Amendment Procedures for Federal and State Programs (Green Book)* for additional guidance regarding indirect cost.

- *School Districts Only* - Provide the percentage rate from the district's Approved Indirect Cost Plan.

- *Colleges and Universities Only* – Provide the percentage rate (maximum of 5%) approved by the DOE.

(4) FTE - (Only applicable for items classified as *Salaries and Other Personal Services (Refer to (2) Object Code.)* Enter the total number of positions (as FTEs*) that will be supported with these funds. *Full-Time Equivalent (FTE based on the standard workweek for the type of position) is the number of positions to be funded. Determine FTE by dividing the standard number of weekly hours (e.g., 35 hours) for the type of position (e.g., teacher aide) into the actual work hours to be funded by the project.

(5) Amount - Enter the total amount budgeted for each line item.

(6) Percent Allocated – For each line item, enter the appropriate percentage that is allocated or applicable to this project (see pages 3-4 for examples).

(7) - (9) Allowable, Reasonable and Necessary - DOE USE ONLY.

(6) PERCENT ALLOCATED

If the cost entered in (5) for each service/commodity listed in (3) is not the total cost of this service/commodity, enter the appropriate percentage in (6) that is applicable to this project. If the cost entered in (5) for each service/commodity listed in (3) is the total cost for this service/commodity and is applicable to this project, enter 100% in (6).

Example A

(1)	(2)	(3)	(4)	(5)	(6)	EXPLANATION
FUNCTION	OBJECT	ACCOUNT TITLE & NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	
6200	110	Salaries - Provides for supervision of all project activities; specific areas for supervision/coordination are listed by position below. Supervisor /Grant Administration/National Instructional Materials Accessibility Standards Coordinator /Professional Development and Training	2	\$120,000	100%	The total cost for the two positions listed in (5), a Supervisor and a Coordinator (2.0 FTE), are charged to this project. Therefore, the percent of the cost for Salaries and Benefits allocated to this project is 100%.
6200	210	Retirement (9.85%)		\$11,820	100%	
6200	220	FICA (6.20%)		\$7,440	100%	
6200	223	Medicare (1.45%)		\$1,740	100%	
6200	231 / 232	Health / Life (11.90%)		\$14,280	100%	
6200	240	Worker's Comp. (1.26%)		\$1,512	100%	
TOTAL				\$156,792		

Example B

(1)	(2)	(3)	(4)	(5)	(6)	EXPLANATION
FUNCTION	OBJECT	ACCOUNT TITLE & NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	
7900	430	Utilities - Electricity, water and sewage charges for the facility where this project is housed.		\$10,000	50%	The total cost for utilities for the facility where this project is housed is \$20,000 annually. However, this project only occupies 50% of the facility. Therefore, the percent of the cost for Utilities allocated to this project is 50%.
TOTAL				\$10,000		

(6) PERCENT ALLOCATED (continued)

Example C

(1)	(2)	(3)	(4)	(5)	(6)	EXPLANATION
FUNCTION	OBJECT	ACCOUNT TITLE & NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	
6300	331	In County Travel - Travel cost for staff to and from agency headquarters to designated program sites for the purpose of performing activities related to the administration and supervision of project.		\$1,980	100%	The mileage estimated for travel for district staff to and from the county office to the program sites was estimated to be 4,500 miles annually @ \$0.44/mile. Therefore, the percent of the cost for In County Travel allocated to this project is 100%.
TOTAL				\$1,980		

Example D

(1)	(2)	(3)	(4)	(5)	(6)	EXPLANATION
FUNCTION	OBJECT	ACCOUNT TITLE & NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	
NA for Private Entities	350	Purchased Services - Contract with ABC Company for the repair/ maintenance of the office equipment; one laser printer and copier.		\$1,250	25%	The total cost for the maintenance contract for this equipment is \$5,000. It has been determined that this project only uses this equipment 25% of the time. Therefore, the percent of the cost for Purchased Services allocated to this project is 25%.
TOTAL				\$1,250		

Suwannee County School District
K-5: Zapping the GAP
 21st CCLC Request for Proposal (2018-2019)

3.1 PROJECT ABSTRACT/SUMMARY

(FIXED REQUIREMENT)

Suwannee County School District's ***K-5: Zapping the GAP*** 21st CCLC proposal offers a wide array of activities for students and adult family members at each of Suwannee County's four elementary schools. It is goal one on the District's Strategic plan to raise student achievement. It's the vision of Suwannee County School District to ensure that ALL students are prepared for personal success. The District uses the term "personal success" to indicate that ALL students should be on their own individual path, and success is available to every student if we are able to keep their personal goals in mind. There are many challenges in Suwannee County. As a District we can either blame the community challenges for the educational challenges, or we can embrace our ability to be the catalyst for change in our community. We vow to take the second route. Education can be the change needed in our community, and the 21st CCLC program plays a part in assisting with that change. The program has seven academic and personal enrichment goals/objectives. The full information is provided in the *Objectives Table* included in this grant packet.

Program Activities - The 21st CCLC proposal provides comprehensive services to 380 'at-risk' students from VPK to 5th grade, providing before school, afterschool, and summer components. The before school component will focus on reading and the *100 Book Challenge* from the American Reading Company. School media centers will open one hour before school starts. Parents, teachers, and other volunteers will be available to read to small children and help them select books to work toward their 100 book goal. It is a well documented fact that time spent in The afterschool component will be driven by planned activities focused on the 7 objective domains: ELA, Math, Science, 3rd Grade Reading Skills (Academic Benchmark), Interpersonal Skills (Personal Enrichment), Physical Fitness (Personal Enrichment), and Adult Family Education. Students will engage in themed units from Dinosaurs to Space, just to name a few. All activities will be built to support the students in their regular school day lessons. Appropriate grade level

Suwannee County School District
K-5: Zapping the GAP
21st CCLC Request for Proposal (2018-2019)

standards will be attached to each activity plan. Although the themes may seem random, they were actually chosen to be supported by the research-based American Reading Company's themed non-fiction book sets and research cards. The units are rich with academic enrichment such as reading, writing, math, science, history, and technology; as well as personal enrichment such as career exploration, technology skills, physical education, and cooperative skills necessary for 21st century success. The afterschool program will provide students with a snack afterschool. Operating from school dismissal for 2 ½ hours each evening, Monday – Friday, the program should provide an educational and exciting option to afterschool childcare. The daily activities will include research-based personal enrichment such as Kagan Cooperative Learning activities, Spark PE activities, and career exploration. Finally, the summer program will begin one week after school is out. Students participating in the summer program will attend from 8:00am to 12:00pm for four fun-filled hours of academic exploration into whichever of the projects their school did not investigate during the school year. Community partners, district administration, school administration, and teachers/paraprofessionals will all be working together to create a community of learning for children and adults. Parents will be encouraged to participate in monthly activities that support the project based lessons, as well as learn from experts in the field of child involvement such as the Early Learning Coalition. All activities and programs will be vetted to be sure that only strategies/programs are being implemented with a proven track record of having a positive impact on student success in their regular school day!

Dates, Days, and Hours of Program Service The before and after school programs will begin on Tuesday, September 4, 2018 and run through May 24, 2019, five days per week, Monday through Friday. The program will not run on professional development days, teacher work days, and student holidays. On early release days, the before school program will operate, but the after school program will be off. The hours of the program are as follows:

Suwannee County School District
K-5: Zapping the GAP
 21st CCLC Request for Proposal (2018-2019)

School Site	Before School Hours	After School Hours	Summer Hours
Branford Elementary	7:00am – 8:00am	2:50pm – 5:20pm	8:00am – 12:00pm
Suwannee Primary	7:00am – 8:00am	2:25pm – 4:55pm	8:00am – 12:00pm
Suwannee Elementary	6:55am – 7:55am	2:35pm – 5:05pm	8:00am – 12:00pm
Suwannee Intermediate	7:00am – 8:00am	2:55pm – 5:25pm	8:00am – 12:00pm

Grades and Number of Students Served The table below illustrates the grade levels and number of students/adults that will be served at each site.

School/Site	Grade Levels Served	Before School	After School	Summer Program
Branford Elementary	PK – 5	30	90	90
Suwannee Primary	PK – 1	40	100	25
Suwannee Elementary	2 – 3	40	110	25
Suwannee Intermediate	4 – 5	30	80	20

Adult Family Member Services The program will provide five adult family member services to family members of enrolled students. Because of the interesting configuration of the Suwannee elementary schools, SPS, SES, and SIS will hold adult family member events together. Many of the students enrolled in those programs have siblings at one of the other sites. It's more convenient for adult family members to do those events together rather than independently. The five events will take place quarterly during the school year, and once during the summer program. The first quarter event will be the required program information activity. The events scheduled for the second, third, and fourth quarters, as well as summer event, will be determined in collaboration with the schools' administrative teams.

3.2 COMMUNITY NOTICE AND NEEDS ASSESSMENT

(7 POINTS)

3.2 a Community Notice The Suwannee County School District notified the schools, community, and local private schools of our intention to submit a proposal in response to the 2018-2019 21st CCLC RFP. The potential application was discussed as several Suwannee County School Board

Suwannee County School District
K-5: Zapping the GAP
 21st CCLC Request for Proposal (2018-2019)

workshops which are noticed and open to the public. The grant was discussed at the annual Federal Programs planning meeting in the Spring. In addition, the intent to apply was advertised on the Suwannee County School District Website – www.suwannee.k12.fl.us. Upon submission of the RFP, the entire proposal will be placed in PDF format on the district's website, as well. A hard copy of the RFP will be available in the office of the Assistant Superintendent of Instruction. Once the grant is awarded, the district will begin notification with an ad in the newspaper within the first week giving information on program dates/times and application procedures. Flyers will be sent home with all eligible students.

3.2 b Needs Assessment The Suwannee County School District worked with district administrators, school principals, and teachers to conduct a thorough needs assessment for the proposed 21st CCLC program. Following the needs assessment and review of the most current data available, four schools were selected for participation in the 21st Century Community Learning Centers proposal: ***K-5: Zapping the GAP***. These four schools represent nearly all of the elementary school students in Suwannee County, and the 21st CCLC program will be integrated into each School Improvement Plan to further ensure specific needs of each school and every student are addressed. Following selection of the schools, additional needs were explored to ensure the project was designed to appropriately address those needs and risk-factors for the greatest potential impact on student success.

District Demographics and Risk Indicators (2016-2017 SPAR Report – FDOE)

School Name	%White	%Black	%Hisp	%FRL	% ELL	% ESE
BES	79.6	4.8	10.8	100	5.1	13.5
SPS	53.7	18.1	22.5	100	10.1	12.6
SES	52.7	20.1	21.6	100	10.5	8.7
SIS	55.9	20.0	19.5	100	7.6	12.3
STATE	39.5	22.5	31.5	58.8	13	13.1

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Poverty Rates: The percentage of children under 18 below the poverty level in Suwannee County from 2016 was 26.1%, which is significantly higher than the state average (Census, 2016). This is particularly evident in the four schools being served by proposed 21st CCLC project, with all four schools having 100% of students qualifying for Free or Reduced Price Lunch under the Community Eligibility Option. While the program cannot provide direct assistance to address poverty, providing academic and personal support to students and families can help end the generational poverty within the community. Working families' will be served by assisting with drop off and pick up times that will fit in with the schedules of working parents.

Unemployment Rate: While the unemployment rate in Florida has been declining, the unemployment rate in Suwannee County has not seen such improvement. A rural county with failing businesses and increasing population, the unemployment rate is 4.2% (US Dept. of Labor, 2018).

Percentage of Limited-English Proficient Students and Adults: Suwannee County is located in a rural agrarian area that attracts a large number Hispanic migrant workers and their families. Large number of migrant workers and their children has created a great need for comprehensive programming outside of the school day – helping provide academic and social services that these students often do not receive at home. Certainly, these non-Englishspeaking families are dedicated to ensuring their children receiving a strong education, but many are unable to provide necessary support at home because of long working hours and lack of English skills.

Program Availability The Suwannee County School District has operated the only 21st CCLC program in Suwannee County for the past five years. There are currently no other options for parents in our community. The previous grant funding expired in July, and parent/students are beginning the 2018-2019 school year with great concerns regarding the future availability of a program in our area.

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Program Need - Educational Levels for Identified Students and Their Families: One of the best predictors of student success in education is the educational level of their parents and caregivers. Unfortunately, when parents are not well educated, there often exists a culture where schooling and education are not valued – thus resulting in reduced dedication and motivation by current students. Towards this end, within Suwannee County, only 79.1% of adults age 25+ have a high school diploma (Census, 2017). Moreover, only 12% of adults have a college degree (Census, 2017).

District Florida Standards Assessment Performance Comparison (Edstats.fldoe.org, 2018)

School Name	Grade Levels	% L3 + in Math	% L3 + in Reading	% L3 + in Science
Branford Elem	VPK – 5	62	58	58
Suwannee Prim	VPK – 1	N/A	N/A	N/A
Suwannee Elem	2 – 3	63	57	N/A
Suwannee Int	4 – 5	45	41	37

Needs of Working Families: Most parents have no formal education, and some parents are not fluent in their native language. Many parents within Suwannee County lack the means to assist their children with homework assignments and developmentally appropriate learning. Although parents may desire quality education for their children, they face difficult barriers to being involved in the educational process (e.g., long work hours, language barriers, educational barriers, disenfranchisement, and learned helplessness). To support working families, the 21st CCLC program will provide services during the hours that these young children would normally be home unsupervised or involved in non-enriching activities. The program will work with other organizations to maximize comprehensive services. Overall, a great need exists for afterschool activities that provide youth involvement and supervision.

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3.3 DISSEMINATION OF INFORMATION **(5 POINTS)**

Suwannee County School District's **K-5: Zapping the GAP** 21st CCLC will disseminate information about the program through school based open house events, a district web site, and links on school based websites, public service announcements, and through social media. Public service announcements will include ads placed in the Suwannee Democrat Newspaper and air time on WQHL 98 the community's local radio station. This dissemination plan is appropriate for the community being served by Suwannee County School District's **K-5 Zapping the GAP**. Suwannee County School District will continue to maintain a viable 21st Century web page. Information that is provided on the web page includes the purpose and services provided by the 21st Century Grant. A link to Florida Department of Education's 21st Century Learning Center is embedded on the web site. The 2017-2018 grant narrative is provided with links to; the parent handbook in English and in Spanish, the 21st Century Flyer, the 2014-2015 and 2015-2016 Summative Grant Evaluations, enrollment forms both in English and in Spanish and school site contact information. The program coordinator will solicit opportunities to share the project with local civic and faith-based groups. In addition to initial dissemination plans, the Suwannee County school district will provide ongoing communication about the 21st CCLC program to all student, parent, and partner stakeholders. This will include a quarterly newsletter in English and Spanish (with works provided by students for inclusion). Stakeholders will receive a summary of evaluation findings and planned revisions to the program based on evaluations.

3.4 TARGET POPULATION, RECRUITMENT AND RETENTION **(10 POINTS)**

Suwannee County School District's **K-5 Zapping the Gap** 21st CCLC proposal will provide comprehensive services to 380 'at-risk' students from VPK to 5th grade, attending four elementary schools in rural Suwannee County. The program will be carried out in full support and cooperation with the principals from each of the four schools: Branford Elementary, Suwannee Elementary, Suwannee Primary, and Suwannee Intermediate Schools. All four elementary schools are Title I

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School-Wide Programs. Enrollment is open to all from VPK to 5th Grade students since 100% of Suwannee County schools are Title I School-Wide Programs. Strategies used to reach students and enroll them in the program include the following: teacher recommendation, information dissemination at various school events (i.e. open house, parent nights), peer influence, district/school websites and social media outlets, ad in the newspaper during the first week, flyers sent home with all eligible students. Suwannee County School District's 21st CCLCi is very welcoming and accomodating of Students with special needs (SWD). Students are encouraged to participate regularly and remain in the program for the entire program day through implementation of exciting, educational-based activities. Students are actively engaged in activities that hands-on that include active learning and robotics. Program participation is also encouraged by employing teachers who work at the school and have established rapport with students and parents. Suwannee County School District's 21st CCLC will engage adult family members of the students attending the program by providing five adult family member services events. Quarterly events will take place during the school year. One family member services event will be held during the summer. The first quarter event will be the required program information activity. The events scheduled for the second, third, and fourth quarters, as well as summer event, will be determined in collaboration with the schools' administrative teams. Potential themes are literacy and mathematics. **By offering our programs five days per week during the school year**, SCSD hopes to reach out to the parents most in need of assistance. Parents can not find childcare for one or two days per week. Offering a program that can take the place of childcare should keep our program from competing with the childcare programs in the area. **The district feels that offering what kids need when parents need help will be our strongest recruiting tool.** The morning program was developed to serve a population of kids that is evident at each site – early drop off children. Children that are dropped off early can get into mischief before school faculty is on duty to supervise, but parents' work schedules sometimes require that parents

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take that risk or have their child be truant. We will gather these children and advertise for more that would like to begin their day reading with the 21st CCLC staff. Each school also will hand pick students that they feel will benefit the greatest from the experiences being provided. As long as space is available in the program, no child will be turned away. High quality staff will be recruited based on the bargained hiring processes. All afterschool program positions will be posted and hired by committee which will include at least one member of school administration. The superintendent has the final say in all hiring matters.

3.5 TIMES/FREQUENCY OF SERVICE PROVISION FOR STUDENTS AND ADULT FAMILY MEMBERS (5 POINTS)

Site Profile Worksheets The District has completed Site Profile Worksheets for each site, they are included in the grant packet. Each school will offer Before School, Afterschool, and Summer Programming. The proposed 21st CCLC program will offer services only during non-school hours or periods when school is not in session. The program will exceed the minimum 300 hours per program year by offering 3.5 hour per day for 151 days, 2.5 hours per day for 5 days, and 4 hours per day for 27 summer days. The District recognizes the need for consistency for parents and families, changes are not anticipated. Afterschool will operate for 12.5 hours per week. The program is designed to serve the same students on a daily basis.

Sample Schedules The Program Director will be in charge of keeping the weekly schedules for each program. A sample schedule of each component is included in the grant packet. Schedules are made to carefully reflect the staffing ratios and certification requirements for each component. In order to run the program economically and efficiently, all of those aspects must be taken into consideration. To meet these needs, the students will be on rotation allowing for components with smaller class size to counter-balance with components that can have a larger class size. The sample schedule allows for a rotation of homework time, academic time (ELA, Math, Science), and Personal Enrichment time. Actual weekly schedules will contain more detail once projects

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and themes are in motion. The District realizes the importance the need for sample schedules and site profile worksheets to match regarding times and frequency of services. In the event that a change would need to be made, we understand that a program amendment would be required.

Adult Family Member Education Activities The planned adult family member activities will be scheduled in coordination with the District parent liaison to ensure collaboration with school parent engagement initiatives. The first activity is the sample plan that is included in the packet. This is the required activity to inform parents about the 21st CCLC program. The other four activities will take place one each 9 weeks, and will support parents in providing academic assistance for their children.

3.6 PROGRAM EVALUATION

(10 POINTS)

3.6 a. Statewide Standard Objectives Objectives Table Included in Packet

3.6 b. Objectives for Academic Benchmarks Objectives Table Included in Packet

Independent Evaluation

This evaluation plan was designed in partnership with the Center for Assessment, Strategic Planning, Evaluation and Research (CASPER) to meet the 21st CCLC Principles of Effectiveness. Each objective is fully explored within a continuous improvement model, though limited space necessitates a more general discussion of the evaluation process. For each program objective, a series of specific evaluation questions will be answered to enable project leaders to assess progress toward goals, objectives, and milestones. The evaluation questions have been tailored to each objective, but limited space necessitates more general questions herein. Questions will include: (1) Was the objective met? (2) Were the baseline and quarterly data sufficient to show change? (3) Did the program follow the planned interventions and activities? (4) Which activities provided the highest impact? (5) Which strategies did not have impact (should they be removed,

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revised, or strengthened)? (6) How can the program improve general operations to meet this objective?

Evaluation Strategy: This 21st CCLC proposal is rooted in a commitment to continuous improvement of operations, services, and outcomes. The cornerstone is a logical process of planning, data collection, analysis, reporting, and refining. As such, evaluation will include three connected elements to help ensure the 21st CCLC model is effective, efficient, and sustainable: continuous improvement, formative evaluation, and summative evaluation. Ongoing evaluation will be conducted using the ***Continuous Improvement Model (CIM)***, a quality-based approach used within educational settings and effective for reducing achievement gaps between student subgroups. The model focuses upon individualized assessment using both formal (e.g., surveys) and informal (e.g., meetings) techniques to guide incremental changes within ongoing services, adopt new ways to improve and measure outcomes, discontinue or adapt activities, and increase emphasis on program objectives and outcomes. The immediate and individualized feedback provided through CIM is particularly important for implementation of this 21st CCLC model to help guide and ensure the highest impact for each student. Evaluation will also be conducted through formative and summative evaluations, both of which incorporate elements from the CIM process and provide formal reports about processes and outcomes. The evaluation process will provide a structure for (1) generating information needed for ongoing program/activity refinement, (2) assessing progress in meeting outcomes, (3) documenting and analyzing how the model works in practice, and (4) documenting and analyzing changes in targeted student's actions, attitudes, knowledge, and performance. The schools have committed to providing necessary data on active 21st CCLC students, including attendance, behavior, grades, and other data to support this program.

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Formative Evaluations will be completed no less than once per year (February), with additional interim evaluations completed after on-site visits to ensure immediate feedback and refinement of programming. Each formative report will include a review of operational **Suwannee County School District** accomplishments and challenges (e.g., staff, student recruitment/retention, partner board, etc.), actual versus proposed operation, objective progress, and recommendations for addressing any challenges. **Summative Evaluations**, completed in August of each year, will have additional information on program outcomes and those activities with the greatest impact. The purpose of the evaluation is aimed at recording and developing a model that can be applied in other settings. Summative evaluations will include all elements of program operation; activities; enrollment and attendance; measures of academic performance; federal teacher impact surveys; student and parent satisfaction surveys; feeder school information; staff information; and partnerships. Recommendations for program refinement will be based on both quantitative and qualitative data collected to assess progress on objectives. Focus groups with providers, school staff, students and parents may be conducted to collect additional qualitative and satisfaction data to help inform evaluations. **Performance Measures, Data Sources, and Timeline:** Measures and data sources are include a combination of quantitative data (e.g., test scores), stakeholder perceptual data (e.g., parent surveys), and qualitative data (e.g., student interviews). Objective performance data will be collected an estimated five times per year: baseline from the prior year and/or immediately upon enrollment in the program, and then once each quarter of the academic year. In addition to quarterly assessments, the program will implement a series of pre-post knowledge assessments for project-based units and lessons. All data will be analyzed with research-based statistical procedures, such as t-tests, MANCOVAs, and multiple regression.

Evaluation Timeline: The following provides an anticipated timeline of key events and provides a general guide for when evaluation processes will take place: Baseline Data Collection

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(September); Florida Quality Afterschool Assessment (October); Evaluation Site Visit (November); Quarter 1 Data Collection (November); Florida Quality Afterschool Assessment (December); Quarter 2 Data (January); Mid-Year Data Submission (January); Formative Evaluation Report (February); Formative Evaluation Debriefing and Training (March); Evaluation Site Visit (March); Quarter 3 Data (April); Florida Quality Afterschool Assessment (April); Quarter 4 Data (June); End-of-Year Data Submission (July); and Summative Evaluation Report (August). The timeline will be adjusted for the first year of operation, which starts in October.

Disseminations and Debriefings: The process for sharing evaluation findings is an integral part of the evaluation plan, as it represents the primary method for using results to refine, improve, and strengthen program outcomes. Distribution will occur at four levels: (1) administrators, (2) staff members, (3) stakeholders, and (4) national implementers. Monthly meetings will be held with the evaluator, program director, principals, and any staff wishing to participate. During these meetings, current data trends and operations will be reviewed with a focus on program improvement and immediate refinement. Data will also be utilized during weekly program meetings to help tailor activities to the needs of individual students. The evaluator will conduct at least two site visits, providing interim written reports when necessary to help strengthen specific activities. Formative and summative evaluations are comprehensive written reports focused on providing specific recommendations to refine the program. In addition to written reports, on-site debriefings and training may be provided to: (1) engage staff in addressing challenges; (2) promote “buy-in” into evaluation as a “living” process; and (3) promote discussion, cross-training, and support. In all instances, the evaluator will be fully engaged in assisting with implementation of changes to strengthen the program. Finally, evaluations will be provided to all stakeholders (e.g., school administrators, parents, and partners) to share information about the program and

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encourage feedback about ways to improve. The evaluations will also be placed online and shared nationally.

Reporting Outcomes: As detailed above, the evaluation process includes all elements of the required Reporting Outcomes section, including baseline data collection, formative and summative reporting, and data required for submission to PPICS. The External Evaluator will submit and validate all data to the US Dept. of Education 21st CCLC PPICS data system. The External Evaluator has over 10 years of experience working directly with the creators of PPICS and previously led the FDOE validation of all data submitted by Florida 21st CCLC sub-grants.

External Program Evaluator: The 21st CCLC program will use of an external evaluator with demonstrated expertise in the proposed evaluation methodology. The Center for Assessment, Strategic Planning, Evaluation and Research (CASPER) will serve as the external evaluator and will oversee all aspects of program evaluation, including formative, summative, and data reporting. The Suwannee County School District has a long-standing relationship with the lead evaluators of CASPER. The lead evaluator was a middle school teacher, has been conducting evaluations of educational programs for over 14 years (with the past ten focused on 21st CCLC), and sits on the Executive Board of the Florida Afterschool Network (FAN - the developer of the *Florida Standards for Quality Afterschool Programs*). Led by professional evaluators and a licensed psychologist, CASPER has overseen the evaluation of over 400 educational programs. As an active member of the American Evaluation Association and American Psychological Association, all evaluations will be conducted under the ethics and procedures of these professional organizations.

3.7 APPROVED PROGRAM ACTIVITIES

(20 POINTS)

All activities planned will be utilizing research-based and evidence-based curriculum and strategies that will be likely to improve student academic achievement. By utilizing American

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Reading Thematic Units, Coding, and Kagan Cooperative Strategies, the program will demonstrate the ability to affect student performance. The activity plans provided show the range of activities that will be applied. Qualified individuals for homework assistance will be key, as well as small group environment as much as possible. Small groups will allow for supporting a wide variety of learning styles. The goals and objectives are clearly in line with the regular school day. Because teachers will be sharing classrooms and because they already work at the targeted schools, there will be a wide range of opportunity for teachers and 21st CCLC staff to incorporate the regular school day standards as much as possible. The engaging activities such as Lego Robotics will make attending the program exciting and can therefore impact regular school day attendance. Students that feel more confident about their academic ability are much more comfortable in their regular school day classroom.

3.8 APPLICANT'S EXPERIENCE AND CAPACITY

(5 POINTS)

Prior Experience: For more than 15 years, the Suwannee County School District (SCSD) has successfully operated high-quality, comprehensive, project-based afterschool programs within the County's diverse elementary, middle, and high schools. In fact, SCSD has received three past 21st Century Community Learning Center (CCLC) grants from the Florida Department of Education (FDOE). All three grants were funded for the full five years, with the most recent having ended in July 2018; and the District never received negative monitoring or evaluation findings from the FDOE. Both prior 21st CCLC programs resulted in significant improvement for the schools and students served. The first and third grant focused on elementary schools, the second focused on high schools. Based on the lasting success of past 21st CCLC programs and the desire to continue this success, the Suwannee County Schools Superintendent supports the development of this 21st CCLC proposal: **SCSD K-5: Zapping the GAP**. In addition to the 21st CCLC grants, the District has a long history of success administering large grant programs, including: Title I-A Basic, Title I-C – Migrant; Title III, English Language Learners (ELL); IDEA Part

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B and Part B Preschool, Title X – Homeless, Title IV Part A – Well-Rounded Education, the Adult Ed English Literacy / Civics for ELL grant, and numerous EETT grants. These grants and others demonstrate a comprehensive background of experience.

Leadership Capacity: The administrative leadership of the Suwannee County School District demonstrates the capacity and experience to effectively implement the program. Although the small size of the District is sometimes viewed as a disadvantage, it is actually one of the greatest advantages. For instance, this proposal was developed with direct support of the elected Superintendent and Suwannee County School Board. They have pledged their continued oversight of the 21st CCLC program, if awarded. The Assistant Superintendent of Instruction (ASI), a direct-report to the Superintendent, will provide direct supervision of the leadership and support staff for the proposed 21st CCLC project. The District will facilitate the project by hiring a Program Coordinator to work closely with the ASI to ensure strong implementation of the 21st CCLC program design. A trained Program Coordinator with proven effectiveness will be hired. The successful applicant will be an expert in the education and enrichment of elementary students, as well as working with adult family members. The Program Coordinator will manage the day by day operations of the 21st CCLC project with the assistance of a Site Coordinator at each respective 21st CCLC school site. The Program Coordinator will work closely with district/school administration in the following tasks: (1) Recruitment and Enrollment of Students; (2) Planning for Parent Involvement Activities; (3) Facilitation of professional development for teachers and administrators; (4) Facilitation the dissemination of information and resources; (5) Keeping private schools informed of the 21st CCLC program offerings; and (6) Working collaboratively with the District to document project services for grant reporting and submission of applications for subsequent funding.

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Monitoring and Correction Action: In February, 2016, the Suwannee County School District participated in on-site monitoring of program years 2014-2015 and 2015-2016. The program had findings of non-compliance on two issues. First, there was a finding regarding the program website missing certain elements. The district acknowledged the finding and updated the website to include the most recent grant narrative and dates/times/locations for the program. The second finding was regarding summer field trips to the local swimming pool located beside the Suwannee Intermediate School site. Again, the District acknowledged the finding. The Program Director provided the educational component planning documentation for the swimming pool trips that were part of every summer in Suwannee County. Both corrective actions were accepted by FDOE.

3.9 STAFFING & PROFESSIONAL DEVELOPMENT

(5 POINTS)

3.9.a. Staffing Plan

The 21st CCLC Program will employ one program director to administer the program. This individual will serve as the primary contact for FDOE in all matters related to the 21st CCLC program. At the minimum, the program director will be responsible for managing and implementing the educational program and budget described in the approved application to ensure that the agency meets its responsibilities to the FDOE under the grant agreement in a timely manner. Site coordinators will be identified for each proposed center/site. This person will be responsible for the daily operation, coordination and delivery of services at their respective program centers. For one-center programs, the program director and the center coordinator are typically the same individual. Site coordinators will be full time teachers at the target schools. The site coordinator will also serve as the collaboration liaison with the school and be responsible for ensuring that active collaboration occurs in program planning and implementation. In Suwannee County, the Assistant Superintendent of Instruction will be responsible for the collection and

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maintenance of all data including attendance and assessment data. All sites will maintain at least two staff members on site at all times with CPR and First Aid certification that includes the face-to-face component. Background Screening for all 21st CCLC staff and contractors will be cleared through a Level II background screening as described in s. 39, 402, and 409, F.S. Volunteers that assist more than 10 hours per month must also be cleared through a Level II background screening as described in s. 39, 402, and 409, F.S. These screenings will be coordinated by the District's HR department. All sites will be staffed with a certified teacher as the Site Coordinator. Additional teachers will be employed as they are willing to work at a reduced paraprofessional salary – according to the District's collective bargaining agreement. The CBA requires that teachers be paid their contracted hourly rate of pay. There will be no less than one certified teacher on campus for the program at any given time. The District has staffed the 21st CCLC program successfully for 15 years (3 separate grants). We have not had difficulty staffing the program, however we do have access to local retired teachers and a contract with Kelly Services for substitutes if needed. An organizational chart has been supplied. Details regarding the number of teachers and paraprofessionals per site are provided in the Budget Narrative section of the grant.

3.9.b. Professional Development

Professional Development will be provided by American reading Company in using themed – leveled libraries, IRLA Assessment for reading level, and the 100 book challenge. All training from their company comes free of charge with the purchase of their products. Teachers and site coordinators will be trained prior to the start of our 21st CCLC program. Kagan Cooperative Learning is a joint initiative with the district. A proportional amount of the cost will be shared providing for the employees in the afterschool program. Once the grant is awarded, a date and contract will be set with Kagan Learning for a full day of training at two school sites. The District

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has monthly Professional Days for PLC Collaboration. A PLC of 21st CCLC will be allowed to meet as needed.

3.10 FACILITIES

(5 POINTS)

The proposed sites are all public schools operated by Suwannee County School District. The 21st CCLC programming will operate, staffed directly by the School District using Certified Teachers and Paraprofessionals from the regular school day. As required by law (402.305(5), F.S.), the school district follows the standards set forth by the Florida Building Code State Requirements for Public Educational Facilities. Our school facilities far exceed minimum standards established by any state agency and therefore ensure safety. The school principals have committed to allowing full use of the school facilities for 21st CCLC. All locations are fully equipped one-story block elementary schools buildings with approximately 45 classrooms, libraries, cafeterias, indoor/fenced outdoor PE areas, and computer labs. The afterschool program has full use of the facilities at each location, as needed. School sites are exempt from DCF Licensure. Transportation is not provided by the program, and parents will be responsible for transportation home at the end of the day and during summer. Although the District would be willing to provide transportation, the funding provided and staffing requirements makes providing transportation cost-prohibitive in our rural district.

3.11 SAFETY AND STUDENT TRANSPORTATION

(5 POINTS)

The safety of students participating in the 21st CCLC program is of the highest priority. 21st Century sites are located on school campus where transportation needs are already met by the district or the parent. By attending the 21st CCLC program students participate in structured activities in a safe environment supervised by well-trained (teachers are certified in content area of the targeted instruction for each academic area, and paraprofessionals are highly qualified, as defined by No Child Left Behind), caring staff (willing to work for 1/3 of their regular hourly rate of

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pay) on- and off-site (e.g., bus drivers have CDL's, CPR, First Aid, CHAMPS training). All project staff members are screened according to district and state requirements. District policy and procedures are followed for hiring all project staff and or securing contracted services (fingerprinting, background screening, etc.). Through a long-term partnership with the Suwannee County Sheriff's Department, there is at least one School Resource Officer assigned to each school. A school resource officer is always available by radio. Students have photo identification badges from the regular day program, and they will use their badges to sign in to project activities. Off-site activities are supervised by our trained staff, including highly trained transportation personnel (bus drivers). During off-site activities, role is called prior to departure and all parent permission forms are verified by the site coordinator. During field trips and activities, chaperones have a district mandated ratio of 1 to 10. All volunteer chaperones, if any, including parents, have been approved by the Suwannee County School Board and have undergone extensive background checks (as mandated by the Jessica Lundsford Act). Busses are requested per school board policy on the board approved request form, parents are notified in writing regarding pick-up details. A safety plan is on file at each school site and monthly drills are conducted by each school site coordinator.

3.12 PARTNERSHIPS, COLLABORATION AND SUSTAINABILITY

(8 POINTS)

3.12 a. Partnerships

Partnership Plan for Meals and Snacks The Suwannee County School District will ensure that snacks and meals are provided to all students participating in the 21st CCLC program. The current food service director is familiar with working with the after school program, and she works well with the cafeteria managers and site coordinators at the schools to facilitate the meal/snack times. The funding for the snacks and meals is provided through the Federal School Lunch Program therefore there will be not cost to the 21st CCLC program for the service. The District ensures

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that the 21st CCLC program will offer nutritious snacks/meals that meet the requirements of the USDA guidelines.

Community Collaborations and Partnerships: Suwannee County School District is proud of the long-standing relationships we have with our community partners. The *Partners Table* and coordinating *Letters of Support* (both included in the grant packet) demonstrate a wide variety of exciting interaction with community agencies. First, **all four school principals** (*Branford Elementary, Suwannee Primary, Suwannee Elementary, and Suwannee Intermediate*) pledged support and the full use of schools facilities for the 21st CCLC project. The ***Early Learning Coalition of Florida's Gateway*** will assist in developing parent engagement practices, assist families in obtaining community resources including financial assistance for child care, and provide families with information regarding Suwannee County School District as provided/requested. **Sheriff Sam St. John** will provide school resource officers for safety of program and provide speakers for EMS lessons dealing with weather – career exploration. ***University of Florida – IFAS Extension*** will donate time to address groups of children as outlined in the project plans. ***Live Oak Pest Control*** will assist in the implementation of the 21st CCLC grant by participating in career days and provide a resource person to assist in the study of insects and other activities. ***Suwannee Valley Electric Cooperative*** will provide educational services and participate in career days to support the program. ***Live Oak Artists Guild*** will provide enrichment in the arts and other cultural activities. These are merely a few of the many community agencies that are excited to support such a worthwhile program.

3.12 b. Collaboration

Meaningful Collaboration with Regular School Day One of the benefits of a District run 21st CCLC program is the ability to actually employ teachers from the target school. The Site Coordinators at each site will be full time teachers at the target school. This assists in

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communication with administration and other teachers from the regular school day. The program coordinator will work closely with school administration and site coordinators to make sure the program is being run in the most beneficial and economical manner at the school site. Decisions on individual student goals will be discussed with the school's instructional coaches. School administration are very supportive of the program and will be included in decisions regarding location of the program and the scheduling of parent involvement activities. Classroom teachers will be notified of students that are participating in the program and input will be sought. Each elementary school will employ a special resource teacher to work with approximately 30 targeted at-risk students during the school day. These at-risk students are also a part of the lowest quartile in both English language arts and mathematics. These same students will be targeted for participation in the 21st CCLC program so that the afterschool teachers can pick up where the daytime teachers have left off in an attempt to bring children up to grade level at an accelerated rate and *ZAP THE GAP!* The District's parent liaison will work with parents of the targeted students and foster greater parent participation in their child's education. The parent liaison will work with the 21st CCLC site coordinators to plan the adult family member activities, making sure that the activities are relevant to District/School Initiatives and not be stand alone isolated activities.

3.12 c. Sustainability

Sustainability Plan Suwannee County School District is a small district in a very low-socioeconomic area of rural Florida which makes sustainability of afterschool programming a challenge. The District has utilized grant funding available to provide this service for many years, however upon consideration of the end of the previous grant, we did have to take a serious look at how we could potentially provide the program if funding was not an option. There was a workshop with the Suwannee County School Board in which the creation of a "for-fee" service

Suwannee County School District
K-5: Zapping the GAP
21st CCLC Request for Proposal (2018-2019)

could be developed. In the event that grant funding is not available, the District and School Board are committed to explore a "for-fee" or contracted service, but that is concerning due to the income constraints of the majority of the families in our county

Advisory Board The parent advisory groups plays a big part in the program. In a small town community, the site coordinators and teachers are often engaged in informal parent advisory meetings at sporting events, church and the grocery store! Our program gets a lot of input! The formal advisory board is made up of parents, teachers, administrators – striving to meet/exceed the guidelines set forth in the RFP. The board meets at least twice a year (once per semester), in addition to any impromptu needed meetings. Sustainability planning is an agenda item on every meeting. Additional sources of funding are considered as available.

4.0 BUDGET

Coordinated Funding SCSD has previously and currently administers Title I, Part C – Migrant; Title III, English Language Learners (ELL); Title I, Part A – Parent Involvement and Supplemental Educational Services (SES); Title X – Homeless; 21st Century Community Learning Centers; and the Adult Ed English Literacy / Civics for ELL grant. Because our 21st CCLC programs will serve ALL children, funding from various other Federal Programs will be used in conjunction with 21st CCLC funding to serve these children in the best possible way. For example: ESE teachers will be utilized, as well as foreign language translators if needed – both paid from other Federal funds. The new Community Eligibility Option that will be in place at all for elementary schools for 2013-2014 will allow all children to be fed through the Free and Reduced Lunch Program. Due to the high free and reduced lunch rates at the four schools, they will no longer have to sort between which kids pay for lunch, and which kids do not. ALL students will get all meals subsidized by the Federal School Lunch Program. Income documentation forms that divide and create a feeling of

Suwannee County School District
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embarrassment will no longer be necessary to turn in to school officials. Students receiving free lunch will not be a socially noticeable group at these schools.

Supplement, Not Supplant. The SCSD understands that 21st CCLC funds are intended to promote academic achievement of Title I students participating in our afterschool program. As with the other funding sources administered by the SCSD, the SCSD understands that the funds must be used to supplement (not supplant) existing funding sources. Services will be carefully documented to demonstrate that expenditures are supplemental, reasonable, allowable, and necessary.

Cohort 17 (2018-19) RFP Scope of Work/Narrative Addendum

Agency Name: Suwannee CSD

Project Number: 610-2449B-9CCC1

Program Name: Zapping the GAP

Use this form to add any parameters and information needed to satisfy the requirements included in the RFP. Add all items as bullet points including the section name and number.

This change includes: ☒ Additions ☒ Deletions ☒ Both

The following items are incorporated as part of the Scope of Work:

3.1 Summary

3.2(b) Needs Assessment

- Describe the data sources used for the needs assessment.

The 21st CCLC grant application was written utilizing all data points available to the Instructional Services department in our district. We pulled local census data to describe the current working and living conditions in Suwannee County. School District data regarding free and reduced lunch status was utilized. State assessment data, district progress monitoring data, school grades and attendance data, etc.

- Identify ways the 21st CCLC program supports the School Improvement Plans of the target schools.
Because the programs are actually run by the school district, they have a much closer tie to the School Improvement Plan. Principals work closely with the program director and site coordinators on SIP goals.

- Identify and describe community resources and supports that are available to meet student needs or that could be aligned with the proposed program services.

The Program Director is constantly in search of more community support. She has doubled the community partners table in the past five years. Because the program is run through the school system, the program participants are supported by the Suwannee County School District student/family support services. This interaction brings the support of Title IA, Title IC Migrant, Title IX Homeless, Title III ELL, Student Services, ESE Services, and other supports to the table for all students participating in the 21st CCLC program.

- Describe how the program plans to close the gaps in services where the resources currently available are insufficient to meet the needs of the community

Again, because the program is run by the district, all gaps in services are met with the full support of the school district.

- Include a description of the consultation with eligible private schools to determine the need for a 21st CCLC program. Suwannee County School District consults with private schools on all federal programs. The Coordinator of School Improvement/Title I leads those conversations with the assistance of the other coordinators. Every private school is visited at least once per year and public meetings are scheduled and noticed to invite interested parties to the table for discussion.

3.4 Time and Frequency of Service Provision for Students and Adult Family Members

- Describe how students with special needs will be served.

All students are eligible to participate in our 21st CCLC program. The SCSD ESE Services department assists and supplements our program as needed.

3.7 Approved Program Activities

- Include activities that follow best practices including research and evaluation-based practices. Small group activities will be utilized, as well as cooperative groups. Project based learning has been used during the past five years in this program. All of these, as well as other research and evidence-based practices will be utilized after school.

3.8 Applicant's Experience and Capacity

- Describe what experience the applicant has in collecting, maintaining, and analyzing and reporting accurate evaluation data.

This is the fourth 21st CCLC grant that the SCSD has received. Our district has successfully managed more than 12 years of program data collection. Also, the same department that oversees all district federal programs will be working with this grant. There have been no significant findings in our previous grants.

- Describe what processes are in place to support the evaluation activities required

The Assistant Superintendent of Instruction oversees the evaluation of the 21st CCLC program and other federal grant projects, and has done so for the past five years. There is a smooth process in place for the collection of data and the transfer of information to the 3rd party evaluator.

- Describe what pertinent experience the agency has in using evaluation data to improve program plans in an effort to improve program quality.

The 3rd party evaluator provides the program with periodic program reviews for ongoing program improvement, as well as a comprehensive summative review to be utilized in planning the next year's application/programming.

3.9(a) Staffing Plan

- Include the appropriate staff, both in numbers and qualifications, for the proposed activities and ratios

Suwannee County School District teachers and paraprofessionals will be the primary employees at all sites. In the event that enough district employees cannot be found to run the program, then retired teachers from the community are contacted to see if they are interested. Finally, if there is not enough interest, the district would open employment to other community members. In the past 10 years of 21st CCLC grants, the program has not had to go outside of the district for employees.

- Include a description ensuring Florida Professional/Temporary Educators are used to deliver activities aimed at improving academic performance

SCSD will ensure that academic activities aimed at improving academic performance will be supervised by Florida certified teachers. Due to language in our current collective bargaining agreement, teachers must be paid their currently hourly rate. The funding and ratio requirements for the new grant will not allow the district to employ teachers at their hourly rate, so the program was written utilizing paraprofessionals. In the past five years, the paraprofessional positions in our 21st CCLC grant have been filled by certified teachers interested in earning additional money. We anticipate that this will be the case for the new cohort cycle, as well. The program director for the grant is a certified teacher, and the site coordinators at each location are certified teachers.

Appendix A
Continuing Improvement 2019-20

Agency Name: Suwannee County School District Project Number: 610-2448-0CCC1
Program Name: SCSD K-5: Zapping the Gap!

Reason(s) for the change:

This change includes: ☒ Additions ☐ ~~Deletions~~ ☐ Both

Narrative Language:

Based on the 2018-2019 Summative Evaluation Report, no program changes are proposed for the 2019-2020 school year.

Underscore reflects additions to the 2017-18 narrative.

~~Cross-out~~ reflects deletion of language in the 2017-18 narrative.

Appendix A

Continuing Improvement 2020-21

Agency Name: Suwannee County School District

Project Number: 610-2441B-1CCC1

Program Name: Zapping the GAP

Reason(s) for the change:

Three of the four schools being served have had changes in programming, grade configurations, and names. These changes/updates have been approved and updated in the FDLOE MSID site.

Suwannee Primary School – 61-0011

Previously served PK – Grade 1

For 2020-2021, the school will be called Suwannee Riverside Elementary. They will be operating as a magnet school of the arts. The school will serve grades PK – Grade 5.

Suwannee Elementary School – 61-0060

Previously served Grade 2 – Grade 3

For 2020-2021, the school will be called Suwannee Pineview Elementary. They will be operating as a magnet school of innovation (STEM). The school will serve grades PK – Grade 5.

Suwannee Intermediate School – 61-0042

Previously served Grade 4 – Grade 5

For 2020-2021, the school will be called Suwannee Springcrest Elementary. They will be operating as a magnet school of leadership. The school will serve grades PK – Grade 5.

Appendix A

Continuing Improvement 2021-22

Agency Name: Suwannee County School District Project Number: 610-2442B-2CCC1
Program Name: K-5: Zapping the GAP

Reason(s) for the change:

Administrative Changes/Requirements related to Evaluation

Reason for Change: In the 2021-22 program year, the GPRA measures for the 21st CCLC program changed per the USED. Due to those changes, the department realigned the state evaluation program to align with the new measures. See updated 2021-2022 program objectives/evaluation plan.

This change includes: ☐ Additions ☐ ~~Deletions~~ ☒ Both

Narrative Language:

External evaluation has been eliminated. The Program will supply all required evaluative and summative documents and data through the Project Director and other District level support staff.

Underscore reflects additions to the previous narrative.

~~Cross out~~ reflects deletion of language in the previous narrative.

Florida's Nita M. Lowey 21st Century Community Learning Centers Evaluation Plan for 2021-22

Objective Category	Objective Number	Domain	Required Objective	Required Measure
1. Academic Achievement	1.A.1	English Language Arts (ELA)	75% of students will show gains in ELA performance on the FSA	ELA Florida Standards Assessment (FSA) scores will be collected for students in all grades annually
	1.A.2	English Language Arts (ELA)	75% of students will show gains in ELA on an evidence-based progress monitoring system supported by the department's contractor	Regular progress monitoring data will be collected for students in all grades periodically
	1.A.3	English Language Arts (ELA)	75% of students will show improvement in ELA grades	<u>Student grades and progress reports</u> will be collected for all students during the school year each grading period
	1.B.1	Mathematics	75% of students will show gains in mathematics performance on the FSA	Math Florida Standards Assessment (FSA) scores will be collected for students in all grades annually
	1.B.2	Mathematics	75% of students will show gains in mathematics on an evidence-based progress monitoring system supported by the department's contractor	Regular progress monitoring data will be collected for students in all grades periodically
	1.B.3	Mathematics	75% of students will show improvement in mathematic grades	<u>Student grades and progress reports</u> will be collected for all students during the school year each grading period
	1.C.	Grade Point Average (GPA)-Secondary Only	75% of students will improve their cumulative GPA by at least 0.1 point annually	GPA will be collected for all students who receive a GPA annually
2. Dropout Prevention	2.A.	Attendance/Dropout Prevention	75% of students will improve their school day attendance annually	School day attendance rate will be collected for all students annually
3. Behavior	3.A.	Behavior	75% of students will improve their behavior annually	Data report on in-school suspension and discipline referrals will be collected for all students monthly
4. Engagement/ Safe and Supportive Relationships	4.A.1	Engagement/Safe and Supportive Relationships	75% of students will increase their safe and supportive relationships with peers and adults annually	Stakeholder Surveys (teacher, parent and student on engagement) will be collected for all students annually
	4.A.2	Engagement/Safe and Supportive Relationships	75% of students will increase their engagement in school annually	Stakeholder Surveys (teacher, parent and student on engagement) will be collected for all students annually





PROPOSED
Florida's 21st Century Community Learning Centers
Continuation Attendance-Based Funding Worksheet
2021-2022

This worksheet is designed to bring all 21st CCLC subgrantees into minimum compliance with the attendance thresholds established by the Request for proposals/Applications. It is a standardized process to establish the maximum funding for which the continuing program is eligible. Every 21st CCLC program proposed to provide services to a specific number of students at specific sites on a daily basis (Average Daily Attendance - ADA), and was funded based on this proposed ADA. Due to varied attendance patterns during the pandemic, funding adjustments for attendance been waived for the 2021-2022 program year.

Suwannee County School District		610-2442B-2CCC1
Agency Name		2021-2022 Project Number
\$699,600.00	4	17
2020-21 Award Amount (DOE200)	Number of Sites	Cohort

Agency entering Year 4 of funding.

Program-Level Analysis -- Overall Average Daily Attendance by Component

Component	Proposed Daily Attendance	Reported Daily Attendance	Overall Performance (Reported/Proposed)	Subject to Site-Level Adjustment?
Before School	140	n/a	n/a	no
Afterschool	380	n/a	n/a	no
Weekend	0	n/a	n/a	no
School Breaks/ Holidays	0	n/a	n/a	no
Summer	100	n/a	n/a	no

Site-Level Funding Summary (Individual Site Analysis Attached)

Site Name	2021-2022 Max. Site Funding
Suwannee Riverside Elementary	\$ 184,200.00
Branford Elementary	\$ 168,840.00
Suwannee Pineview Elementary	\$ 199,800.00
Suwannee Springcrest Elementary	\$ 146,760.00

2021-2022 Maximum Funding Amount

\$699,600.00

2021-22 Maximum Funding Amount reflects performance levels and automatic reductions.
Automatic reductions are applied to Cohorts 15 and 16 (80%).

Special Notes / Comments

Program operation adjustments due to change in district calendar for the 2021-2022 school year:

Before School - 170 days

Afterschool - 167 days

Summer - 27 days

7.26.2021 ERG

FRG does not change.



Florida's 21st Century Community Learning Centers
Site-Level Average Daily Attendance - Funding Worksheet

Agency Name: **Suwannee County School Dis**
 2021-22 Project # **610-2442B-2CCC1**

Cohort: **17**

4
of Sites

Suwannee Riverside Elementary												
2020-2021			Review			2021-2022						
Proposed (Most Recent)	Reported (As submitted through April 2021)		Min Red ADA %	Subject to Adjustment	Transportation	New Funding Request Guide						Maximum Funding (Proportion Applied)
	# Students	ADA				# Students	Hrs/Day	# Days	Base Rate	Adj. Rate	Service Total	
Before School	40	n/a	n/a	n/a	no	40	1	150	\$2.00	\$2.00	\$ 12,000.00	\$ 12,000.00
Afterschool Group 1	100	n/a	n/a	n/a	no	100	2.5	156	\$4.00	\$4.00	\$ 156,000.00	\$ 156,000.00
Group 2		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Group 3		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Early Release		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Weekend Days		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
School Break/Hol		n/a	n/a	n/a	no	0			\$6.00	\$6.00	\$ -	\$ -
Summer	25	n/a	n/a	n/a	no	25	4	27	\$6.00	\$6.00	\$ 16,200.00	\$ 16,200.00
											\$ 184,200.00	\$ 184,200.00

Branford Elementary												
2020-2021			Review			2021-2022						
Proposed (Most Recent)	Reported (As submitted through April 2021)		Method of Review	Subject to Adjustment	Transportation	New Funding Request Guide						Maximum Funding (Proportion Applied)
	# Students	ADA				# Students	Hrs/Day	# Days	Base Rate	Adj. Rate	Service Total	
Before School	30	n/a	n/a	n/a	no	30	1	150	\$2.00	\$2.00	\$ 9,000.00	\$ 9,000.00
Afterschool Group 1	90	n/a	n/a	n/a	no	90	2.5	156	\$4.00	\$4.00	\$ 140,400.00	\$ 140,400.00
Group 2		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Group 3		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Early Release		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Weekend Days		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
School Breaks/Hol.		n/a	n/a	n/a	no	0			\$6.00	\$6.00	\$ -	\$ -
Summer	30	n/a	n/a	n/a	no	30	4	27	\$6.00	\$6.00	\$ 19,440.00	\$ 19,440.00
											\$ 168,840.00	\$ 168,840.00

Suwannee Pineview Elementary												
2020-2021			Review			2021-2022						
Proposed (Most Recent)	Reported (As submitted through April 2021)		Method of Review	Subject to Adjustment	Transportation	New Funding Request Guide						Maximum Funding (Proportion Applied)
	# Students	ADA				# Students	Hrs/Day	# Days	Base Rate	Adj. Rate	Service Total	
Before School	40	n/a	n/a	n/a	no	40	1	150	\$2.00	\$2.00	\$ 12,000.00	\$ 12,000.00
Afterschool Group 1	110	n/a	n/a	n/a	no	110	2.5	156	\$4.00	\$4.00	\$ 171,600.00	\$ 171,600.00
Group 2		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Group 3		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Early Release		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Weekend Days		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
School Breaks/Hol.		n/a	n/a	n/a	no	0			\$6.00	\$6.00	\$ -	\$ -
Summer	25	n/a	n/a	n/a	no	25	4	27	\$6.00	\$6.00	\$ 16,200.00	\$ 16,200.00
											\$ 199,800.00	\$ 199,800.00

Suwannee Springcrest Elementary												
2020-2021			Review			2021-2022						
Proposed (Most Recent)	Reported (As submitted through April 2021)		Method of Review	Subject to Adjustment	Transportation	New Funding Request Guide						Maximum Funding (Proportion Applied)
	# Students	ADA				# Students	Hrs/Day	# Days	Base Rate	Adj. Rate	Service Total	
Before School	30	n/a	n/a	n/a	no	30	1	150	\$2.00	\$2.00	\$ 9,000.00	\$ 9,000.00
Afterschool Group 1	80	n/a	n/a	n/a	no	80	2.5	156	\$4.00	\$4.00	\$ 124,800.00	\$ 124,800.00
Group 2		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Group 3		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Early Release		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
Weekend Days		n/a	n/a	n/a	no	0			\$4.00	\$4.00	\$ -	\$ -
School Breaks/Hol.		n/a	n/a	n/a	no	0			\$6.00	\$6.00	\$ -	\$ -
Summer	20	n/a	n/a	n/a	no	20	4	27	\$6.00	\$6.00	\$ 12,960.00	\$ 12,960.00
											\$ 146,760.00	\$ 146,760.00

Calculating the Ratio

Total Services Proposed	\$ 699,600.00
Maximum Funding	\$ 699,600.00

Proportion to Unit Cost	100.00%
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This proportion must be applied every year of funding

The proportion must reflect the scenario most beneficial for the department (the best deal). If a program increases the level of services, the ratio must be revised to reflect the lower proportion. The proportion cannot be increased.



2021-2022 SITE PROFILE

Agency Name	Suwannee CSD	Project Number	610-2442B-2CCC1
Site Name	Suwannee Riverside Elementary School	Zip Code	32064
Site Address:	1625 Walker Ave, SW	City	Live Oak
Site Contact Name:	Marsha Tedder	Phone	386-647-4300
		Email	Marsha.tedder@suwannee.k12.fl.us

TARGET SCHOOLS									
School Name	School-wide Information			# Targeted Students					
	Grades Served by School	Enrollment	Free and Reduced Lunch Rate	Grades Served by Program	BS	AS	SUM	W	H
Suwannee Riverside Elementary School 610011	PK,1,2,3,4,5	750	100%	K,1,2,3,4,5	40	100	25		
TOTAL					40	100	25		

BEFORE SCHOOL SITE OPERATIONS						
Start Date	8/16/2021	End Date	5/27/2022	Total Number of Service Days		170
Non-service days	9/6/2021,9/20/2021,10/11/2021,11/11/2021,11/12/2021,11/22/2021,11/23/2021,11/24/2021,11/25/2021,11/26/2021,12/20/2021,12/21/2021,12/22/2021,12/23/2021,12/24/2021,12/27/2021,12/28/2021,12/29/2021,12/30/202,12/31/2021,1/3/2022,1/14/2022,1/17/2022,2/18/2022,2/21/2022,3/14/2022,3/25/2022,4/15/2022,4/18/2022,4/19/2022,4/20/2022,4/21/2022,4/22/2022,4/25/2022,5/16/2022					
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Before School services per typical week.
Start Time	7:00 AM	7:00 AM	7:00 AM	7:00 AM	7:00 AM	
End Time	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	
Hours	1	1	1	1	1	

AFTER SCHOOL SITE OPERATIONS							
Start Date	8/16/2021	End Date	5/25/2022	Total Number of Service Days		167	
Non-service days	9/6/2021,9/20/2021,10/11/2021,11/11/2021,11/12/2021,11/22/2021,11/23/2021,11/24/2021,11/25/2021,11/26/2021,12/17/2021,12/20/2021,12/21/2021,12/22/2021,12/23/2021,12/24/2021,12/27/2021,12/28/2021,12/29/2021,12/30/202,12/31/2021,1/3/2022,1/14/2022,1/17/2022,2/18/2022,2/21/2022,3/14/2022,3/25/2022,4/15/2022,4/18/2022,4/19/2022,4/20/2022,4/21/2022,4/22/2022,4/25/2022,5/16/2022						
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of After School services per typical week.	
Start Time	2:35 PM	2:35 PM	2:35 PM	2:35 PM	2:35 PM		
End Time	5:05 PM	5:05 PM	5:05 PM	5:05 PM	5:05 PM		
Hours	2.5	2.5	2.5	2.5	2.5		
Early Release Dates				Total Service Days		Hours/Day	

WEEKEND, HOLIDAY, SCHOOL BREAK SITE OPERATIONS						
Service days						
	Holidays/Break	Total number of Holiday, School Break service days.		Saturday	Total number of Weekend service days.	
Start Time			Start Time			
End Time			End Time			
Hours			Hours			

SUMMER SITE OPERATIONS							
Start Date	5/31/2022		End Date	7/18/2022		Total Number of Service Days	27
Non-service days	7/4/2022						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total hours of Summer services per typical week.
Start Time	8:00 AM	8:00 AM	8:00 AM	8:00 AM			
End Time	12:00 PM	12:00 PM	12:00 PM	12:00 PM			
Hours	4	4	4	4			

ADULT FAMILY MEMBER SERVICES			
Describe Frequency, Duration, and Dosage:	AFMS will be offered quarterly for periods of 1 hour each.		
Total Number of Sessions	5	Total Number of Adult Family Members Served	25

STUDENT/TEACHER RATIO			
Academic Ratio	10:1	Personal Enrichment Ratio	20:1



2021-2022 SITE PROFILE

Agency Name	Suwannee CSD	Project Number	#10-2442B-2CCC1
Site Name	Branford Elementary School	Zip Code	32008
Site Address:	26801 SR 247	City	Branford
Site Contact Name:	Deidre McManaway	Phone	386-935-5700
		Email	Deidre.mcmanaway@suwannee.k12.fl.us

TARGET SCHOOLS									
School Name	School-wide Information			# Targeted Students					
	Grades Served by School	Enrollment	Free and Reduced Lunch Rate	Grades Served by Program	BS	AS	SUM	W	H
Branford Elementary School 610089	PK,1,2,3,4,5	700	100%	K,1,2,3,4,5	30	90	30		
TOTAL					30	90	30		

BEFORE SCHOOL SITE OPERATIONS						
Start Date	8/16/2021	End Date	5/27/2022	Total Number of Service Days		170
Non-service days	9/6/2021,9/20/2021,10/11/2021,11/11/2021,11/12/2021,11/22/2021,11/23/2021,11/24/2021,11/25/2021,11/26/2021,12/20/2021,12/21/2021,12/22/2021,12/23/2021,12/24/2021,12/27/2021,12/28/2021,12/29/2021,12/30/202,12/31/2021,1/3/2022,1/14/2022,1/17/2022,2/18/2022,2/21/2022,3/14/2022,3/25/2022,4/15/2022,4/18/2022,4/19/2022,4/20/2022,4/21/2022,4/22/2022,4/25/2022,5/16/2022					
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Before School services per typical week.
Start Time	7:00 AM	7:00 AM	7:00 AM	7:00 AM	7:00 AM	
End Time	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	
Hours	1	1	1	1	1	

AFTER SCHOOL SITE OPERATIONS							
Start Date	8/16/2021	End Date	5/25/2022	Total Number of Service Days		167	
Non-service days	9/6/2021,9/20/2021,10/11/2021,11/11/2021,11/12/2021,11/22/2021,11/23/2021,11/24/2021,11/25/2021,11/26/2021,12/17/2021,12/20/2021,12/21/2021,12/22/2021,12/23/2021,12/24/2021,12/27/2021,12/28/2021,12/29/2021,12/30/202,12/31/2021,1/3/2022,1/14/2022,1/17/2022,2/18/2022,2/21/2022,3/14/2022,3/25/2022,4/15/2022,4/18/2022,4/19/2022,4/20/2022,4/21/2022,4/22/2022,4/25/2022,5/16/2022						
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of After School services per typical week.	
Start Time	2:35 PM	2:35 PM	2:35 PM	2:35 PM	2:35 PM		
End Time	5:05 PM	5:05 PM	5:05 PM	5:05 PM	5:05 PM		
Hours	2.5	2.5	2.5	2.5	2.5		
Early Release Dates				Total Service Days		Hours/Day	

WEEKEND, HOLIDAY, SCHOOL BREAK SITE OPERATIONS						
Service days						
	Holidays/Break	Total number of Holiday, School Break service days.		Saturday	Total number of Weekend service days.	
Start Time			Start Time			
End Time			End Time			
Hours			Hours			

SUMMER SITE OPERATIONS								
Start Date	5/31/2022		End Date		7/18/2022		Total Number of Service Days	27
Non-service days	7/4/2022							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total hours of Summer services per typical week.	
Start Time	8:00 AM	8:00 AM	8:00 AM	8:00 AM				
End Time	12:00 PM	12:00 PM	12:00 PM	12:00 PM				
Hours	4	4	4	4			16	

ADULT FAMILY MEMBER SERVICES			
Describe Frequency, Duration, and Dosage:	AFMS will be offered quarterly for periods of 1 hour each.		
Total Number of Sessions	5	Total Number of Adult Family Members Served	25

STUDENT/TEACHER RATIO			
Academic Ratio	10:1	Personal Enrichment Ratio	20:1



2021-2022 SITE PROFILE

Agency Name	Suwannee CSD	Project Number	610-2442B-2CCC1
Site Name	Suwannee Pineview Elementary School	Zip Code	32064
Site Address:	1748 S. Ohio Ave.	City	Live Oak
Site Contact Name:	Amy Boggus	Phone	386-647-4400
		Email	Amy.boggus@suwannee.k12.fl.us

TARGET SCHOOLS									
School Name	School-wide Information			# Targeted Students					
	Grades Served by School	Enrollment	Free and Reduced Lunch Rate	Grades Served by Program	BS	AS	SUM	W	H
Suwannee Pineview Elementary School 610060	PK,1,2,3,4,5	650	100%	K,1,2,3,4,5	40	110	25		
TOTAL					40	110	25		

BEFORE SCHOOL SITE OPERATIONS						
Start Date	8/16/2021	End Date	5/27/2022	Total Number of Service Days		170
Non-service days	9/6/2021,9/20/2021,10/11/2021,11/11/2021,11/12/2021,11/22/2021,11/23/2021,11/24/2021,11/25/2021,11/26/2021,12/20/2021,12/21/2021,12/22/2021,12/23/2021,12/24/2021,12/27/2021,12/28/2021,12/29/2021,12/30/202,12/31/2021,1/3/2022,1/14/2022,1/17/2022,2/18/2022,2/21/2022,3/14/2022,3/25/2022,4/15/2022,4/18/2022,4/19/2022,4/20/2022,4/21/2022,4/22/2022,4/25/2022,5/16/2022					
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Before School services per typical week.
Start Time	7:00 AM	7:00 AM	7:00 AM	7:00 AM	7:00 AM	
End Time	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	
Hours	1	1	1	1	1	

AFTER SCHOOL SITE OPERATIONS							
Start Date	8/16/2021	End Date	5/25/2022	Total Number of Service Days		167	
Non-service days	9/6/2021,9/20/2021,10/11/2021,11/11/2021,11/12/2021,11/22/2021,11/23/2021,11/24/2021,11/25/2021,11/26/2021,12/17/2021,12/20/2021,12/21/2021,12/22/2021,12/23/2021,12/24/2021,12/27/2021,12/28/2021,12/29/2021,12/30/202,12/31/2021,1/3/2022,1/14/2022,1/17/2022,2/18/2022,2/21/2022,3/14/2022,3/25/2022,4/15/2022,4/18/2022,4/19/2022,4/20/2022,4/21/2022,4/22/2022,4/25/2022,5/16/2022						
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of After School services per typical week.	
Start Time	2:35 PM	2:35 PM	2:35 PM	2:35 PM	2:35 PM		
End Time	5:05 PM	5:05 PM	5:05 PM	5:05 PM	5:05 PM		
Hours	2.5	2.5	2.5	2.5	2.5		
Early Release Dates				Total Service Days		Hours/Day	

WEEKEND, HOLIDAY, SCHOOL BREAK SITE OPERATIONS						
Service days						
	Holidays/Break	Total number of Holiday, School Break service days.		Saturday	Total number of Weekend service days.	
Start Time			Start Time			
End Time			End Time			
Hours			Hours			

SUMMER SITE OPERATIONS							
Start Date	5/31/2022		End Date	7/18/2022		Total Number of Service Days	27
Non-service days	7/4/2022						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total hours of Summer services per typical week.
Start Time	8:00 AM	8:00 AM	8:00 AM	8:00 AM			
End Time	12:00 PM	12:00 PM	12:00 PM	12:00 PM			
Hours	4	4	4	4			

ADULT FAMILY MEMBER SERVICES			
Describe Frequency, Duration, and Dosage:	AFMS will be offered quarterly for periods of 1 hour each.		
Total Number of Sessions	5	Total Number of Adult Family Members Served	25

STUDENT/TEACHER RATIO			
Academic Ratio	10:1	Personal Enrichment Ratio	20:1



2021-2022 SITE PROFILE

Agency Name	Suwannee CSD	Project Number	610-2442B-2CCC1
Site Name	Suwannee Springcrest Elementary School	Zip Code	32064
Site Address:	1419 Walker Ave.	City	Live Oak
Site Contact Name:	Jennifer Beach	Phone	386-647-4702
		Email	Jennifer.beach@suwannee.k12.fl.us

TARGET SCHOOLS									
School Name	School-wide Information			# Targeted Students					
	Grades Served by School	Enrollment	Free and Reduced Lunch Rate	Grades Served by Program	BS	AS	SUM	W	H
Suwannee Springcrest Elementary School 610042	PK,1,2,3,4,5	500	100%	K,1,2,3,4,5	30	80	20		
TOTAL					30	80	20		

BEFORE SCHOOL SITE OPERATIONS						
Start Date	8/16/2021	End Date	5/27/2022	Total Number of Service Days		170
Non-service days	9/6/2021,9/20/2021,10/11/2021,11/11/2021,11/12/2021,11/22/2021,11/23/2021,11/24/2021,11/25/2021,11/26/2021,12/20/2021,12/21/2021,12/22/2021,12/23/2021,12/24/2021,12/27/2021,12/28/2021,12/29/2021,12/30/202,12/31/2021,1/3/2022,1/14/2022,1/17/2022,2/18/2022,2/21/2022,3/14/2022,3/25/2022,4/15/2022,4/18/2022,4/19/2022,4/20/2022,4/21/2022,4/22/2022,4/25/2022,5/16/2022					
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Before School services per typical week.
Start Time	7:00 AM	7:00 AM	7:00 AM	7:00 AM	7:00 AM	
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Hours	2.5	2.5	2.5	2.5	2.5	12.5	
Early Release Dates				Total Service Days		Hours/Day	

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STUDENT/TEACHER RATIO			
Academic Ratio	10:1	Personal Enrichment Ratio	20:1

[illegible]



IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

RENEWAL QUOTE

QUOTE # 2576257-2021-001-2
DATE: AUGUST 2, 2021

TO:

Natasha Pittman
Suwannee County School District
1729 Walker Avenue SW
Suite 200
Live Oak, FL 32064

COMMENTS OR SPECIAL INSTRUCTIONS

SALESPERSON	ACCOUNT #	RENEWAL PERIOD	QUOTE VALID UNTIL
Hillary Emory	A19-2576257	November 16, 2021 – November 16, 2022	November 16, 2021

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license (Grades K-12: 650 students) Subjects: Math and ELA	\$7,800.00	\$7,800.00
1	One-time renewal discount <i>Unlimited instructor accounts included</i>	-\$390.00	-\$390.00
		SUBTOTAL	\$7,410.00
		SALES TAX	--
		SHIPPING & HANDLING	--
		TOTAL DUE	\$7,410.00

Ordering instructions

We accept payment by purchase order, check, or credit card. To pay by purchase order, please email a copy of your PO to orders@ixl.com or fax it to 650-372-4301. Please be sure to list the quote number on your payment or purchase order. For international accounts, we can accept wire transfers for an additional fee.

Hello Erika,

Thank you for your interest in Freckle! Below is the pricing for the information you had provided. Let me know your feedback when you have a moment. After we finalize the decision on what to move forward with, I can have the quoting team draft your official quote.

Math & ELA	
Students	650
Membership	1 Year
Math & ELA	\$17,400*

*The above pricing includes a virtual PD training for each of the four schools. Please note that our premium packages start at 100 licenses per school so price may be higher if one or more of the schools mentioned have less than 100 students.

Thank you!

Jay Dacosta | Inside Account Executive

P: 415-802-2334 | www.renaissance.com

RENAISSANCE

From: Erika Leak <erika.leak@suwannee.k12.fl.us>
Sent: Monday, August 2, 2021 8:17 AM
To: Jay Dacosta <jay.dacosta@renaissance.com>
Subject: Freckle Quote Request

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning,

We are doing a cost analysis for programs similar to IXL. We are looking for K-5, Math and ELA, for our after-school program. There are 650 students across the four elementary schools in the program. The schools are Branford Elementary, Suwannee Riverside, Suwannee Pineview, Suwannee

Springcrest.

Erika Leak
Federal Programs Support
Suwannee County School District
1740 Ohio Ave. South
Live Oak, FL 32064
P- (386) 647-4615
F- (386) 647-2635
erika.leak@suwannee.k12.fl.us

Disclaimer: The information contained in this communication may be confidential, is intended only for the use of the recipient(s) named above, and may be legally privileged. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication, or any of its contents or attachments, is strictly prohibited. If you have received this communication in error, please return it to the sender immediately and delete the original message and any copy of it from your computer system. If you have any questions concerning this message, please contact the sender. Emails sent to and from **Renaissance Learning, Inc.** and its affiliates are monitored and subject to disclosure, including in connection with regulatory or other legal proceedings.

Hi Erika,

Thanks for your email. Due to the size of your implementation you'd be in line for our minimum quote of \$7500. That would include on-demand professional learning, admin data portal and district success manager support for setup.

If you'd like to consider more students then we'd want to setup some time to speak. Keep me posted with any questions.

Best,

On Mon, Aug 2, 2021 at 5:35 AM Erika Leak <erika.leak@suwannee.k12.fl.us> wrote:

Good Morning,

We are doing a cost analysis for programs similar to IXL. We are looking for K-5, Math and ELA, for our after-school program. There are 650 students across the four elementary schools in the program. The schools are Branford Elementary, Suwannee Riverside, Suwannee Pineview, Suwannee Springcrest.

Erika Leak
Federal Programs Support
Suwannee County School District
1740 Ohio Ave. South
Live Oak, FL 32064
P- (386) 647-4615
F- (386) 647-2635

erika.leak@suwannee.k12.fl.us

Section 8: 2021-22 Deliverables and Financial Consequences

Deliverables

The subrecipients will implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students during non-school hours. Subrecipients may have one or multiple centers/sites which may be located in schools, community facilities and/or faith-based facilities, to provide these services from August 1, 2021–July 31, 2022. The purposes of the 21st CCLC program are as follows:

- 1) Provide opportunities for academic enrichment by implementing activities to the identified students during time and dates as outlined in the agreement.
- 2) Subrecipients must also offer students a broad array of additional services, programs and activities, such as positive youth development activities, drug and violence prevention programs, counseling programs, art, music, recreation programs, technology education programs and character education programs that are designed to reinforce and complement the regular academic program of participating students.
- 3) Subrecipients will offer a minimum number of opportunities related to literacy and educational development to the adult family members of students served by 21st CCLC programs as proposed in their original proposal.

To accomplish these purposes, 21st CCLC subrecipients must provide a range of high-quality, problem/project based, diverse services that support student learning and development. Program organizational types includes school districts, community-based organizations, faith-based organizations, colleges and universities, and city or county governmental entities.

Source of Requirements

- 21st CCLC Request for Proposals/Applications
- Approved Application Scope of Work Narrative and Addendum
- Approved Application Site Profile Worksheet
- Approved Application Budget

Financial Consequences

EDGAR 34 CFR 80.43(a), states, “If a grantee or subrecipient materially fails to comply with any term of an award, whether stated in a Federal statute or regulation, an assurance, in a State plan or application, a notice of award, or elsewhere, the awarding agency may take one or more of the following actions, as appropriate in the circumstances:

- (1) Temporarily withhold cash payments pending correction of the deficiency by the grantee or subrecipient or more severe enforcement action by the awarding agency,
- (2) Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance,
- (3) Wholly or partly suspend or terminate the current award for the grantee's or subrecipient's program,
- (4) Withhold further awards for the program, or
- (5) Take other remedies that may be legally available.”

Projects identified as high risk by FDOE may be subject to additional conditions as identified in FDOE's Green Book, Section G.

Documentation submitted to support the completion of tasks will be reviewed on a monthly basis within five (5) days of submittal or the listed due date. Financial consequences will be applied as follows:

- Programs entering years 4 or 5 of funding:

- If program has reported average daily attendance (ADA) at 95% or higher of the proposed level, they will be funded at the same level attendance as approved in the application of the previous year.
- If program has reported average daily attendance (ADA) below 95%, they will be funded proportionally to the reported ADA (reported ADA / 0.95).
- Programs entering year 3 of funding:
 - If program has reported average daily attendance (ADA) at 85% or higher of the proposed level, they will be funded at the same level of attendance as approved in the application of the previous year.
 - If program has reported average daily attendance (ADA) below 85%, they will be funded proportionally to the reported ADA (reported ADA / 0.85).
- Programs entering year 2 of funding:
 - If program has reported average daily attendance (ADA) at 75% or higher of the proposed level, they will be funded at the same level attendance as approved in the application of the previous year.
 - If program has reported average daily attendance (ADA) below 75%, they will be funded proportionally to the reported ADA (reported ADA / 0.75).
- Programs that do not complete the proposed adult family member activities may receive a reduction in funding of one-half (.5) percent per occurrence.
- Programs that do not submit the Summative Evaluation Report, in an acceptable form within the given time frame as approved by the program office, will not receive any additional funding until all reporting obligations have been met and deemed acceptable by the 21st CCLC program office.

Programs that improve attendance may be eligible for an increase in funding up to the originally proposed level of service. Programs will have to provide documentation to support sustained attendance for a minimum of 90 days before requests may be considered by the 21st CCLC program office.

Demonstrated performance of the required deliverables, as well as the timely submission of the documentation to evidence the completion of tasks, will be considered in the development of funding recommendations for subsequent years – years two (2) through five (5) of this project – and funding recommendations for other 21st CCLC Request for Proposals.

Renewability Projects that do not meet the average daily attendance (ADA) at 95 % or higher of the proposed level will not be eligible to request additional student funding beyond the average daily attendance in the department's next 21st CCLC competition. Projects that do not meet their evaluation performance goals as indicated on their most recent approved application may not be eligible to participate in the department's next 21st CCLC competition.

Projects that do not report program and evaluation data into the online system designated by the Florida Department of Education will not be eligible to participate in the department's next 21st CCLC competition.

Deliverable Due Date	Method of Payment	Deliverables	Performance Metric Documentation to Evidence the Completion of Tasks																		
Sep. 5, 2021		<p>August 1 – 31, 2021</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none">Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table><tr><th>Component</th><th>Number of Participants</th><th>Number of Days/Activities</th></tr><tr><td>Before School</td><td></td><td></td></tr><tr><td>After school</td><td></td><td></td></tr><tr><td>Weekend/Holidays</td><td></td><td></td></tr><tr><td>Summer</td><td></td><td></td></tr><tr><td>Family Activities</td><td></td><td></td></tr></table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p>All subrecipients must submit the following source documentation on a monthly basis:</p> <ul style="list-style-type: none">Monthly Attendance SubmissionParticipant data updatesContact hours of approved programming
Component	Number of Participants	Number of Days/Activities																			
Before School																					
After school																					
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Oct. 5, 2021		<p>September 1 – 30, 2021</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none">Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table><tr><th>Component</th><th>Number of Participants</th><th>Number of Days/Activities</th></tr><tr><td>Before School</td><td></td><td></td></tr><tr><td>After school</td><td></td><td></td></tr><tr><td>Weekend/Holidays</td><td></td><td></td></tr><tr><td>Summer</td><td></td><td></td></tr><tr><td>Family Activities</td><td></td><td></td></tr></table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p>All subrecipients must submit the following source documentation on a monthly basis:</p> <ul style="list-style-type: none">Monthly Attendance SubmissionParticipant data updatesContact hours of approved programming
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Deliverable Due Date	Method of Payment	Deliverables	Performance Metric Documentation to Evidence the Completion of Tasks																		
Nov. 5, 2021		<p>October 1 – 31, 2021</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none">Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table><thead><tr><th>Component</th><th>Number of Participants</th><th>Number of Days/Activities</th></tr></thead><tbody><tr><td>Before School</td><td></td><td></td></tr><tr><td>After school</td><td></td><td></td></tr><tr><td>Weekend/Holidays</td><td></td><td></td></tr><tr><td>Summer</td><td></td><td></td></tr><tr><td>Family Activities</td><td></td><td></td></tr></tbody></table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p>All subrecipients must submit the following source documentation on a monthly basis:</p> <ul style="list-style-type: none">Monthly Attendance SubmissionParticipant data updatesContact hours of approved programming
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Dec. 5, 2021		<p>November 1 – 30, 2021</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none">Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table><thead><tr><th>Component</th><th>Number of Participants</th><th>Number of Days/Activities</th></tr></thead><tbody><tr><td>Before School</td><td></td><td></td></tr><tr><td>After school</td><td></td><td></td></tr><tr><td>Weekend/Holidays</td><td></td><td></td></tr><tr><td>Summer</td><td></td><td></td></tr><tr><td>Family Activities</td><td></td><td></td></tr></tbody></table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p>All subrecipients must submit the following source documentation on a monthly basis:</p> <ul style="list-style-type: none">Monthly Attendance SubmissionParticipant data updatesContact hours of approved programming
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Deliverable Due Date	Method of Payment	Deliverables	Performance Metric Documentation to Evidence the Completion of Tasks																		
Jan. 5, 2022		<p>December 1 – 31, 2021</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none">Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table><tr><th>Component</th><th>Number of Participants</th><th>Number of Days/Activities</th></tr><tr><td>Before School</td><td></td><td></td></tr><tr><td>After school</td><td></td><td></td></tr><tr><td>Weekend/Holidays</td><td></td><td></td></tr><tr><td>Summer</td><td></td><td></td></tr><tr><td>Family Activities</td><td></td><td></td></tr></table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p>All subrecipients must submit the following source documentation on a monthly basis:</p> <ul style="list-style-type: none">Monthly Attendance SubmissionParticipant data updatesContact hours of approved programming
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