

2023-2024 Summer Enrichment Grant Program Informational Webinar

March 16, 2023



Agenda

- Provide overview of the 2023-2024 Summer Enrichment Grant Program
- Discuss Summer Program details, including:
 - Eligible Applicants
 - Grant Award Options
 - Eligible Activities and Spending
 - Program quality requirements
 - Data, monitoring, and implementation
 - Application Questions
 - Selection and notification
- Answer your questions
 - Note: Please save questions for the end of the webinar. We will do our best to answer as many of them live during the Q&A section of the webinar.



Important notes before we begin (1/2)

- All grant applications must be submitted **online**. Applications can be found at <https://portal.ct.gov/SDE/COVID19/AccelerateCT/Summer-Enrichment>. Applications are due by April 3, 2023 at 5:00 PM.
- Read the Overview Document carefully. This contains all the information we will be discussing today, plus more.
- A recording of this webinar and these slides will be available on the website above.
- For any questions not answered during the webinar, including those that arise during the application process, please email SDE.SummerEnrichment@ct.gov.



Important notes before we begin (2/2)

- **This is a two-year grant program, with funding available for Summer 2023 and Summer 2024.** Camps will be able to apply for two awards to cover these two summer periods.
- Funding for Year 2 (Summer 2024) will be conditional upon successful completion of all grant requirements in Year 1 . Applicants intending to only provide programming for one summer (either 2023 or 2024, but not both) should not apply.
- The Summer 2023 program lasts from June 5, 2023 to September 1, 2023.
- **Applicants must submit a federal Unique Entity Identifier (UEI) in their application** (a UEI replaces an organization's DUNS number). These can be obtained through SAM.gov. No funds can be awarded to summer enrichment applicants unless the CSDE has a valid UEI on file.
- Like last year, **CSDE will collect student-level data from each camp on each of its student participants**, including but not limited to the student's name, date of birth, race, gender, school district, and camp attendance. Failure to submit this data will lead to an early termination of the grant award.
- **Funds will be disbursed on a reimbursement basis only**, and camps should not anticipate using summer enrichment funds to prospectively pay for necessary activities and personnel.



Eligible Applicants

1. Nonprofit child care centers or youth camps

These programs have a valid license by the Connecticut Office of Early Childhood and must serve school aged children (5-18). Sites licensed to serve only children ages five and under may not apply.

3. District-run programs

These are license-exempt programs **administered by public school districts that received less than \$1,000,000 in ARP ESSER funding.**

2. License-exempt programs

These include **license-exempt child care centers, youth camps, or other summer programs** operated by a (A) municipal agency; (B) private or independent school; (C) organization that are specifically exempted by name in the statute (Sec. 19a-77) or (D) program serving exclusively youth ages sixteen or older

4. Partnership

These include partnerships led by one of 3 eligible organization types, working together with other non-profit organizations, municipal agencies, local and regional boards of education, Regional Educational Service Centers (RESCs), or charters. Applicant must be one of the 3 eligible organizations.

Programs must serve school-age children who have completed kindergarten and are within the age group of 5-18 inclusive, with the exception that programs may serve youth with special needs, still enrolled in their school district, up to their 22nd birthday.



Grant Award Options

Expansion Grants

- Funding to expand existing programs or create new programs to serve students who would otherwise not have access to summer camp or programs.
- Awards will total up to \$50,000 per site. Programs with multiple sites may submit one application per site per year.

Innovation Grants

- Funding for organizations that can serve Connecticut children at scale, provide extensive learning opportunities that blend educational and enrichment components, and remove financial and other types of barriers that have typically precluded participation.
- Awards will range from \$50,001-\$150,000 per program site per year. A maximum of one application per program will be accepted.
- Additional requirements:
 - Program must serve a minimum of 150 individual students over the course of each summer program period;
 - Program must provide at least 80 hours of programming;
 - Program must describe how it will serve the state's goal of providing novel and innovative summer programming to Connecticut students.



One application - either an Expansion or Innovation Grant - per site is allowed.

Eligible Activities and Spending

Eligible Grant Activities

Applicants must commit to using the funding in at least one of the following ways:

- Serve additional children or youth through existing or new programming;
- Subsidize enrollment costs for program participants; and/or
- Provide transportation for program participants.

Ineligible Spending Categories

- Student stipends, vouchers paid directly to families/students, gift cards/certificates given directly to families/students, or other cash benefits directly to families/students
- Mortgage, maintenance, major hardware and software upgrades, utility costs, and other indirect costs
- Executive salaries, benefits of individuals who are not employees of the applicant or engaged partners, or expenditures related to state or local teacher or faculty unions or associations

Eligible Spending Categories

- Hire additional staff, counselors, lifeguards, behavioral specialists or other necessary personnel to serve more students (including [CTREAP portal](#) account)
- Rent for a larger facility in order to serve additional students
- Subsidize the costs of expanded hours or weeks that students participate in camp programming
- Subsidize or waive enrollment costs for students, particularly those eligible for free or reduced-price school meals
- Cover activity and other supply costs necessary for camp programming (i.e. arts and crafts, t-shirts, field trips, ticket fees, etc.)
- Provide food, snacks, and water for students
- Cover transportation costs for students

Both Grants: Program Quality Requirements (1 of 2)

- All camp/program staff that supervise children must have participated in a **minimum of two (2) hours of training on supporting student social-emotional learning** at some point between August 15, 2022 and the start of summer. Programs are welcome to use resources and programs provided by [RULER in Out-of-School Time](#) and [CASEL](#) for their staff training.
- In addition to safety training (e.g. first aid/CPR/medical certification), **all staff must receive training on safe operations** including COVID-19 social distancing and infection control requirements, CDC and state guidelines
- There shall be a **designated staff person in charge who is eighteen years of age or older on site at all times** the child care program is in operation.
- If any program/camp includes activities at a waterfront or swimming area, whether as a regular part of their location or as a field trip, each separate water location must have an **appointed on-site director who shall be at least twenty years of age and shall possess an American Red Cross Lifeguard Training current rating or its equivalent.**
- Staff acting in a lifeguard capacity shall meet the requirements of **section 19a-113a-1 of the Regulations of Connecticut State Agencies.**
- Staff-to-student ratios when students are in or on the water is **one staff person to six students.**



Both Grants: Program Quality Requirements (2 of 2)

- Staff acting as counselors shall be at least sixteen years of age. Youth acting as counselors-in-training shall be at least fourteen years of age. **Each staff member shall meet the age requirements prescribed in this section** on or before the date such staff member commences employment at the program/camp.
- Programs must maintain a ratio of at least **one staff to ten children under age six, one staff to twelve children under age eleven, and one staff to fifteen children over the age of eleven**. The ratio of staff to children shall be maintained at all times. When there is a mixed age group, the lower required ratio for the age of the youngest child shall prevail. The ratio of staff to campers, as specified in this subsection, shall be maintained at all times, including during all outings and trips except for structured activities offered exclusively for school age children.
- Prior to the start of the program/camp, **administrators shall develop a written emergency management plan** for matters that include, but are not limited to: fire, crisis response, medical incidents, weather related incidents, man-made disasters, natural disasters or acts of terrorism. The plan shall address
 - 1) The evacuation and removal of children to a safe location
 - 2) Lock-down procedures
 - 3) notification and reunification of parents with their children
 - 4) process for notifying emergency personnel,
 - 5) any necessary methods and procedures for the evacuation and relocation of children with special needs, developed in consultation with the parents of such children. All staff shall be trained on the details of the plan and a copy shall be maintained on-site and available to all staff.



Both Grants: Data, Monitoring, and Program Implementation

- Comply with all state and federal statutory and regulatory requirements as detailed further in the program assurances sections, including but not limited to all legal requirements regarding oversight of youth programs and access to minors.
- Engage with other community stakeholders including the school district to ensure the proposed program is enhancing and not duplicating services.
- **Participate in any data collection that is required by the state or federal government for the use of this funding.**
- **Permit visits by SDE staff and partners at any time during the summer program for quality advising and/or monitoring.**
- Agree that the organization applying maintains full responsibility for the operation of the program, regardless of any partnership, volunteer, or subcontract arrangements.
- Ensure program accessibility for individuals with disabilities. Additionally, all materials should be made available in accessible formats (e.g., printed, digital and web based information).
- Provide a final report, in such format provided by the CSDE, no later than November 2, 2023 for Summer 2023.

Application Questions (1/2)

- Why does your program need this summer enrichment grant funding over the next two summer periods? Describe the students served, age levels, and particular need in this community/group of students.
- Describe the camp activities and how your program will provide novel and innovative experiences that foster curiosity, generate excitement among campers, and/or promote cross-cultural understanding.
- What outcomes does your program aspire for students to achieve by participating in your program? What research or evidence does your program draw on to highlight the impact of the program on these outcomes?
- Provide detail on program logistics, including: start and end dates; operational hours; facilities; transportation plan; and how meals and snacks will be handled.
- Describe how your program intends to adequately staff all programming and operations, especially if your program is serving more students this summer, while meeting the required staff-to-student ratios outlined in this RFP.



Application Questions (2/2)

- Describe the staff training and behavioral supports your program will provide to assure the social, emotional, mental, and physical health of students.
- Describe how your program is partnering with school districts, community organizations, and other entities during the summer and into the 2023-24 school year to ensure students are prepared for and enthusiastic about returning to school in the fall.
- Describe how program participants will be recruited. Provide any evidence of demand from families for children to attend your camp.
- **Provide a budget and a budget narrative with specific detail on how the grant funding would be spent in Summer 2023 ONLY. If applicable, include any other sources of additional funding, including in-kind resources such as facilities, that your program will use to sustain itself for the next two summers. Camps that are requesting a CTREAP portal must budget \$208 to cover the costs of the account.**



Budget Categories

100 Personal Services - Employee Salary

- All eligible staff personnel, hours worked, hourly wage

200 Personal Services - Employee Benefits

- All eligible staff benefits, including unemployment, health care, FICA, etc.

300 Purchased Professional and Technical Services

- Any outside contractors, vendors, or other services brought to the camp site to provide summer enrichment programming to students

400 Purchased Property Services

- Any relevant and necessary upgrades to the camp in order to accommodate more children (*note, we do not fund capital improvement projects, maintenance costs, or other indirect costs*)

500 Other Purchased Services

- Includes funding reserved for scholarships, snacks/food, transportation costs

600 Supplies

- T-shirts, art supplies, sports equipment, etc.



High-Quality Budget

Budget Code	Description of Funded Activity	Cost
100 Personal Services – Employee Salary	<ol style="list-style-type: none"> 2 full-time Summer Camp Staff at \$14 per hour, for a total of 320 hours over the 8 week span, totaling \$8,960 1 full-time Summer Camp Director at \$20 per hour, for a total of 320 hours over the 8 week span, totaling \$6,400 CT REAP portal, \$208 	\$15,568
200 Personal Services – Employee Benefits	<ol style="list-style-type: none"> Social Security: \$15,360 x 6.2%, totaling \$952.32 Unemployment Insurance: \$15,360 x 8.3%, totaling \$1,274.88 Workers Compensation Insurance: \$15,360 x 3.2%, totaling \$491.52 	\$2,719
300 Purchased Professional and Technical Services	<ol style="list-style-type: none"> 5 round trip bus rides from camp to field trip location @ \$700/trip 	\$3500
400 Purchased Property Services	N/A	\$0
500 Other Purchased Services	<ol style="list-style-type: none"> 27 Full Summer Scholarships x 8 weeks of camp x \$310 per week = \$66,960. This funding will be used to cover direct staffing costs, as well as food and meals and camp supplies, for these campers: <ol style="list-style-type: none"> Camp Director - 1 x 40 hours x \$32.70 x 8 weeks = \$10,464 Assistant Camp Director - 1 x 40 hours x \$25.50 x 8 weeks = \$8,160 Age Group Directors - 1 x 40 hours x \$23.25 x 8 weeks = \$7,440 Age Group Supervisors - 1 x 40 hours x \$18.00 x 8 weeks = \$5,760 Aquatics Director - 1 x 40 hours x \$18.00 x 8 weeks = \$5,760 Camp Counselors - 4 counselors x \$15 x 40 hours x 8 weeks = \$19,200 Daily snacks and hot lunch - \$250 per students x 27 kids = \$6,750 Camp Supplies (Art Supplies, Sports Equipment) = \$3,426 	\$66,960
600 Supplies	<ol style="list-style-type: none"> Camper T-Shirts = \$10 per shirt x 2 shirts per camper x 27 campers = \$540 4 Chess Sets @ \$31.00/ea = \$124.00 10 Connect Four Games @ \$10.00/ea = \$100.00 3 @ \$100.00 Board Scrabble Game = \$300.00 	\$1,064
800 Miscellaneous	DO NOT PUT ANYTHING IN THIS CATEGORY	\$0
Total		\$89,811

Low-Quality Budget

Budget Code	Description of Funded Activity	Cost
100 Personal Services – Employee Salary	Staffing	\$15,568
200 Personal Services – Employee Benefits	FICA, etc.	\$2,719
300 Purchased Professional and Technical Services	Buses	\$3,500
400 Purchased Property Services	N/A	
500 Other Purchased Services	27 Full Summer Scholarships	\$66,960
600 Supplies	Games, supplies, t-shirts	\$1,064
800 Miscellaneous	Miscellaneous, indirect costs	\$10,000
Total		\$99,811



Both Grants: Selection and notification

- Grant applications will be read and scored using the rubric found in the Appendix of the Overview document.
- The CSDE will notify applicants via email of the status of their proposals by May 1. If a proposal is selected for funding, the CSDE will initiate a grant award letter.
- Notes and disclaimers:
 - The CSDE will retain all proposals submitted and such proposals will become part of the public domain.
 - The CSDE reserves the right to award in part, to reject a proposal in its entirety or in part, and to waive technical defects, irregularities or omissions if, in its judgment, the best interest of the state would be served.
 - All awards are subject to availability of federal funds. Grants are not final until award letters are executed.

Appendix A: Scoring Rubric

	EXCELLENT	GOOD	MARGINAL	INADEQUATE
	(well-conceived and thoroughly developed)	(clear and complete)	(requires additional clarification)	(information not provided)
Question 1. NEED FOR PROJECT (30 points max)				
Provides a clear rationale for why project funding is needed for two summer periods.	15	10	5	0
Provides a description of the students to be served and makes a strong case for the specific needs of this community, focused on the disproportionate impact of COVID-19 on student subgroups (each major racial and ethnic group, children from low-income families, children with disabilities, English learners, gender, migrant students, students experiencing homelessness, and children and youth in foster care).	15	10	5	0



Reminders and Questions

- Applications are due by April 3, 2023 at 5:00 PM. No applications will be accepted after this time.
- Applications must be submitted online; do not send in applications via email. Retain a copy of your application responses!
- Applicants will be notified of decision by May 1, 2023.
- More information can be found on the CSDE website; additional questions may be sent to SDE.SummerEnrichment@ct.gov.
- Read the Application Overview Document carefully, including the Checklist.

What questions do you have for us?

