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Enactment Number	22-1611
Enactment Date	9/14/2022 os



# Board Cover Memorandum

**To** Board of Education

**From** Kyla Johnson-Trammell, Superintendent  
Sondra Aguilera, Chief Academic Officer

**Meeting Date** September 14, 2022

**Subject** Grant Application – California Department of Education Expanded Learning Division – Elementary and Secondary School Emergency Relief III Summer Grant Program – Community Schools and Student Services Department

**Ask of the Board** Approval and acceptance by the Board of Education, pursuant to Board Policy 3290, of the District’s Community Schools and Student Services Department’s grant application to the California Department of Education (CDE) and delegation to Superintendent of authority to sign on the Board’s behalf to accept grant award, if received.

**Background** The purpose of the ESSER III Summer Grant Program is for the implementation of evidence-based summer enrichment programs, and ensure such programs respond to students’ academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student populations described in Section 1111(b)(2)(B)(xi) of the Elementary and Secondary Education Act of 1965 (20 United States Code [U.S.C.] 6311[b][2][B][xi]), students experiencing homelessness, and children and youth in foster care.

In support of these goals, District staff has completed an application to CDE seeking \$4,375,000 in funding to expand summer programming at sixty-eight District school sites for the period July 1, 2022 through August 23, 2023.

BP 3290 provides: “In order to facilitate timely receipt of funds, the Board may approve the application for a gift, grant, or bequest, rather than the gift, grant, or bequest itself, so long as the application sets forth all substantive terms of gift, grant, or bequest.” Here, the District's application does contain all substantive terms of the grant. In order to facilitate implementation of grant goals for the start of the 2022-2023 school year, it is critical that staff be able to accept and expend grant funds once it receives official grant notification and agreement from OFCY.

**Discussion** Approval by the Board of Education, pursuant to Board Policy 3290, of the District’s Community Schools and Student Services Department’s application to the California Department of Education’s Expanded Learning Division seeking

funding in the amount of \$4,375,000.00 to support expansion of summer programming for the period July 1, 2022 through August 23, 2023, and if granted, in whole or in part, delegation to the Superintendent of authority to sign on the Board's behalf to acceptance of same, pursuant to the terms and conditions thereof, will help bring the District closer to reaching its vision of all OUSD students finding meaning in their academic experience while graduating with the skills to ensure they are caring, competent, fully-informed, critical thinkers who are prepared for college, career, and community success.

**Fiscal Impact**

Grants for OUSD students in an amount not to exceed \$4,350,000.00.

**Attachment(s)**

- Grant Management Face Sheet
- Grant Application
- CDE Request for Applications

**OUSD Grants Management Face Sheet**

<b>Title of Grant:</b> ESSER III Summer Grant	<b>Funding Cycle Dates:</b> 07-01-2022 to 08-23-2023
<b>Grant's Fiscal Agent:</b> (contact's name, address, phone number, email address) <b>Emily Romine</b> <b>California Department of Education</b> <b>1430 N Street</b> <b>Sacramento, CA 95814</b> <b>916-319-0800</b> <b>ERomine@cde.ca.gov</b>	<b>Grant Amount for Full Funding Cycle: \$4,375,000</b>
<b>Funding Agency:</b> <b>California Department of Education</b> <b>1430 N Street</b> <b>Sacramento, CA 95814</b>	<b>Grant Focus:</b>  <b>Summer Programs</b>
<b>List all School(s) or Department(s) to be Served:</b>  <b>ACORN Woodland Elementary</b> <b>Allendale Elementary</b> <b>Bella Vista Elementary</b> <b>Bret Harte Middle</b> <b>Bridges @ Melrose Academy Elementary</b> <b>Brookfield Elementary</b> <b>Burckhalter Elementary</b> <b>Carl B. Munck Elementary</b> <b>Claremont Middle</b> <b>Cleveland Elementary</b>	

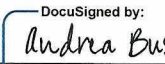
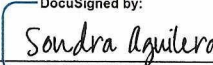
**Coliseum College Prep Academy**  
**East Oakland Pride Elementary**  
**Edna Brewer Middle**  
**Elmhurst United Middle**  
**Emerson Elementary**  
**EnCompass Academy Elementary**  
**Esperanza Elementary**  
**Franklin Elementary**  
**Fred T. Korematsu Discovery Academy Elementary**  
**Frick United Academy of Language Middle**  
**Fruitvale Elementary**  
**Garfield Elementary**  
**Glenview Elementary**  
**Global Family Elementary**  
**Grass Valley Elementary**  
**Greenleaf**  
**Hoover Elementary**  
**Horace Mann Elementary**  
**International Community Elementary**  
**La Escuelita**  
**Laurel Elementary**  
**LIFE Academy**  
**Lincoln Elementary**  
**Lockwood STEAM Academy Elementary**  
**Madison Park Academy 6-12**  
**Madison Park Academy Elementary**  
**Manzanita Community Elementary**  
**Manzanita SEED Elementary**  
**Markham Elementary**  
**Martin Luther King, Jr. Elementary**  
**Melrose Leadership Academy**  
**New Highland Academy Elementary**  
**Oakland Academy of Knowledge Elementary**  
**Peralta Elementary**  
**Piedmont Avenue Elementary**  
**Prescott Elementary**  
**Reach Academy Elementary**  
**Rise Community Elementary**  
**Roosevelt Middle**  
**Sankofa United Elementary**  
**Sequoia Elementary**  
**Think College Now Elementary**  
**United for Success Academy Middle**  
**Urban Promise Academy Middle**

**West Oakland Middle**  
**Westlake Middle**  
**Castlemont High**  
**Dewey Academy High**  
**Fremont High**  
**MetWest High**  
**Oakland High**  
**Oakland Technical High**  
**Ralph J. Bunche Continuation High**  
**Rudsdale Continuation High**  
**Street Academy Alternative High**  
**Oakland International High**  
**McClymonds High**  
**Skyline High**

Information Needed	School or Department Response
<p>How will this grant contribute to sustained student achievement or academic standards?</p>	<p>Expanded learning summer programs provide opportunities to extend student learning during the summer and reinforce school year learning. Programs will provide academic supports and enrichment activities that are aligned with school district goals, and are based on content standards. Summer programs work in alignment with school year sites to ensure the highest needs students are being served. Summer program activities will range based on grade and school site needs. These extended learning activities ultimately support the districts goals of high school graduation and college and career readiness for all students. Additionally, summer programs will provide a variety of enrichment and health and wellness programming that support students physical and social emotional health, and foster increased student engagement that can support school attendance.</p>
<p>How will this grant be evaluated for impact upon student achievement?</p> <p>(Customized data design and technical support are provided at 1% of the grant award or at a negotiated fee for a community-based fiscal agent who is not including OUSD's indirect rate of 4.22% in the budget. The 1% or negotiated data fee will be charged according to an Agreement for Grant Administration Related Services payment schedule. This fee should be included in the grant's budget for evaluation.)</p>	<p>The Expanded Learning Office conducts annual external evaluation of all ASES and 21st CCLC, and ASSETS after-school programs in OUSD. ESSER III funded programs will be a part of the Expanded Learning Comprehensive evaluation. The following year's evaluation will include a focus on summer evaluation to capture student, staff, and family data to analyzed the impact of ESSER III funding.</p>

Does the grant require any resources from the school(s) or district? If so, describe.	Yes, This grant will be supported by the Expanded Learning Office, school sites, and Community Schools Student Services Department.
Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU?  (If yes, include the district's indirect rate of 4.22% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	Services are being paid through an OUSD contract or MOU
Will the proposed program take students out of the classroom for any portion of the school day? (OUSD reserves the right to limit service access to students during the school day to ensure academic attendance continuity.)	No
Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Name/Title: Martha Pena, OUSD After School Coordinator  Site: 922 Address: Phone: 510-326-8089 Email: martha.pena@ousd.org

**Applicant Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Principal/Administrator	Andrea Bustamante	 DocuSigned by: Andrea Bustamante	8/8/2022
Chief Academic Officer	Sondra Aguilera	 DocuSigned by: Sondra Aguilera	8/9/2022

**Grant Office Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Senior Business Officer	Lisa Grant-Dawson		
Superintendent	Kyla Johnson-Trammell		

Approved as to form by OUSD Staff Attorney Joanna Powell on 8/8/2022.





**Elementary and Secondary School Emergency Relief III Summer  
Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Cover Page**

**Mail completed applications to:**


**ESSER III Summer RFA**

California Department of Education Expanded  
Learning Division  
1430 N Street, Suite 3400  
Sacramento, CA 95814-5901

Agency Name	Oakland Unified
County-District Code/Federal Employer Identification Number	01612590000000
County Name	Alameda
Agency Type	LEA
Superintendent Name	Kyla Johnson-Trammell
Superintendent Professional Title	Superintendent
Superintendent Address	1000 Broadway, Suite 300
Superintendent City, State, Zip Code	Oakland, CA, 94607-4099
Superintendent Telephone Number	(510) 879-2551 Ext.
Superintendent Email Address	kyla.johnson@ousd.org
Program Contact Name	Martha Peña
Program Contact Professional Title	OUSD After School Coordinator
Program Contact Address	1000 Broadway, Suite 150
Program Contact City, State, Zip Code	Oakland, CA, 94546
Program Contact Telephone Number	510-326-8089
Program Contact Email Address	Martha.pena@ousd.org

<b>Summer Supplemental Amount Requested</b>	\$4,375,000.00
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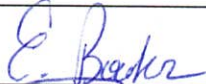


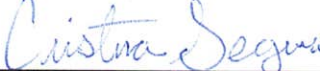

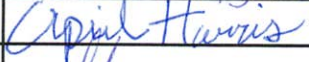


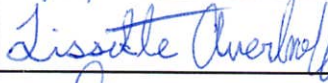
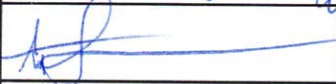

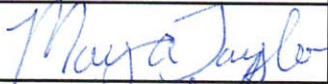
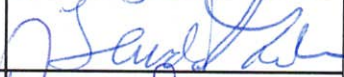



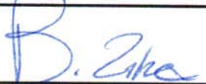

I hereby certify that I have read, acknowledge, and agree to the terms as stated on the Certified Assurances, as well as on all forms contained herein not requiring individual signature. **Original "wet" signatures must be made using blue ink.**

Superintendent Signature: 	Date: 6-24-2022
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**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Signatures and Approvals Form**


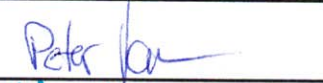


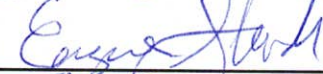


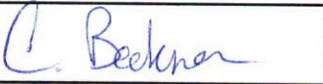
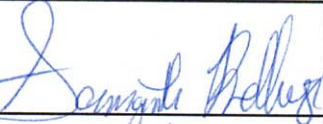

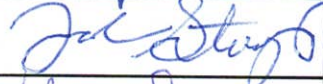




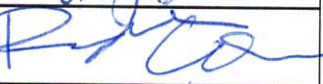


01612596002125	Prescott Elementary	Enomwoyi Booker, Principal	
01612596002174	Sequoia Elementary	Zetha Nobles, Principal	
01612596002182	Madison Park Academy Elementary	Elaina Amos, Principal	
01612596002190	Esperanza Elementary	Cristina Segura, Principal	
01612596002273	ACORN Woodland Elementary	Julissa Lambert- Yank, Principal	
01612596056998	Bret Harte Middle	April Harris, Principal	
01612596057004	Claremont Middle	Tremaine Moore, Principal	
01612596057020	Frick United Academy of Language Middle	Amapola Obrera, Principal	
01612596057046	Hoover Elementary	Lissette Averhoff, Principal	
01612596057061	Edna Brewer Middle	Aubrey Lane, Principal	
01612596057087	Roosevelt Middle	Joao Solomon, Principal	
01612596057095	Westlake Middle	Maya Taylor, Principal	
01612596066450	Madison Park Academy 6-12	Lucinda Taylor, Principal	
01612596072235	Martin Luther King, Jr. Elementary	Roma Groves- Waters, Executive Principal	
01612596096523	La Escuelita	Faris Jabbar, Principal	
01612596118616	International Community Elementary	Eleanor Alderman, Principal	
01612596118640	Melrose Leadership Academy	Brianne Zika, Principal	
01612596118657	Urban Promise Academy Middle	Tierra Mesa, Principal	



**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Signatures and Approvals Form**

01612596001713	Oakland Academy of Knowledge Elementary	Nikki Williams, Principal	
01612596001739	Cleveland Elementary	Peter Van Tassel, Principal	
01612596001812	Emerson Elementary	Heather Palin, Principal	
01612596001820	Franklin Elementary	Lusa Lai, Principal	
01612596001838	Fruitvale Elementary	Eugene Stovall IV, Principal	
01612596001846	Garfield Elementary	Edgar Ramirez, Principal	
01612596001853	Glenview Elementary	Rachel Quinn, Principal	
01612596001879	Grass Valley Elementary	Casey Beckner, Principal	
01612596001903	New Highland Academy Elementary	Samantha Keller, Principal	
01612596001929	Horace Mann Elementary	Tammie Adams, Principal	
01612596001994	Laurel Elementary	John Stangl, Principal	
01612596002018	Lincoln Elementary	Mukta Sambrani, Principal	
01612596002042	Manzanita Community Elementary	Amy Jones, Principal	
01612596002059	Markham Elementary	Byron Delcomb, Principal	
01612596002075	Bridges @ Melrose Academy Elementary	Anita Iverson-Comelo, Principal	
01612596002091	Parker	Rocquel Colbert, Principal	
01612596002109	Peralta Elementary	Shirley Clem, Principal	
01612596002117	Piedmont Avenue Elementary	Zarina Ahmad, Principal	

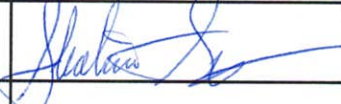

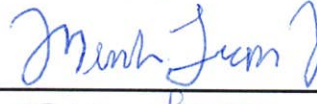


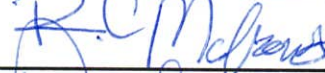

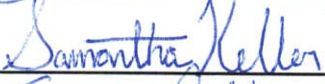
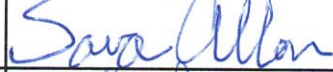



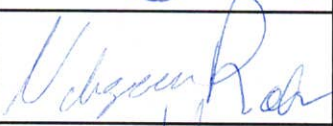
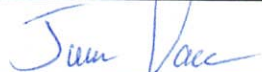
**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Signatures and Approvals Form**

**School Principal or Executive Director Approval**

The school principal or executive director of a direct-funded charter school of each school to be served by the proposed program must approve this program application.

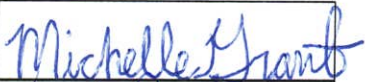

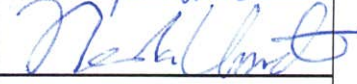
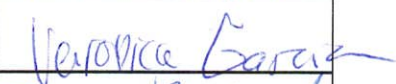

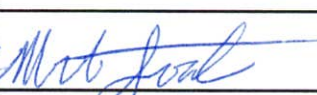


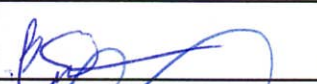

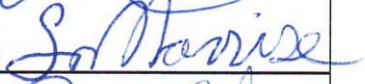



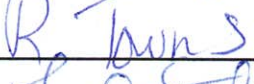

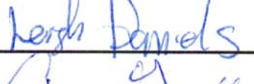
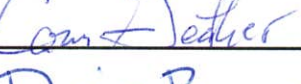

County-District-School Code	School Name	Name of School Principal or Executive Director	Signature of School Principal or Executive Director
01612590100701	MetWest High	Shalonda Gregory, Principal	
01612590100792	Think College Now Elementary	Ana Vasquez-Coleman, Principal	
01612590102988	EnCompass Academy Elementary	Minh-Tram Nguyen, Principal	
01612590110189	McClymonds High	Jeffrey Taylor, Principal	
01612590110239	Reach Academy Elementary	Natasha Flint-Moore, Principal	
01612590110247	Manzanita SEED Elementary	Rachelle (Catherine) McManus, Principal	
01612590110254	Sankofa United Elementary	Dennis Guikema, Principal	
01612590110262	Rise Community Elementary	Samantha Keller, Principal	
01612590112763	United for Success Academy Middle	Sara Allen, Principal	
01612590112789	Elmhurst United Middle	Kilian Betlach, Principal	
01612590112797	Coliseum College Prep Academy	Amy Carozza, Principal	
01612590112813	Fred T. Korematsu Discovery Academy Elementary	Amie LaMontagne, Principal	
01612590115204	Lockwood STEAM Academy Elementary	Nehseem Ratchford, Principal	
01612590115584	Global Family Elementary	Juan Vaca, Principal	



**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Signatures and Approvals Form**

01612590115600	East Oakland Pride Elementary	Michelle Grant, Principal	
01612590115618	Greenleaf	Annika Rudback, Principal	
01612590115626	West Oakland Middle	Neha Ummat, Principal	
01612590115667	Oakland International High	Veronica Garcia, Co-Principal	
01612590118653	Ralph J. Bunche Continuation High	Dwayne Bartholomew, Principal	
01612590125161	Castlemont High	Michael Scott, Principal	
01612590125716	Fremont High	Tom Skjervheim, Co-Director	
01612590130146	Rudsdale Continuation High	Willie Thompson, Principal	
01612590130179	Street Academy Alternative High	Bukola Lawal, Principal	
01612590130575	LIFE Academy	Aryn Bowman, Co-Principal	
01612590132688	Dewey Academy High	Staci Ross-Morrison, Principal	
01612590135905	Oakland High	Pamela Moy, Principal	
01612590136051	Oakland Technical High	Richard Fairly, Principal	
01612590137943	Skyline High	Bianca D'Allesandro, Co-Principal	
01612596001630	Allendale Elementary	Ronald Towns, Principal	
01612596001655	Bella Vista Elementary	Linda Flynn, Principal	
01612596001663	Brookfield Elementary	Leigh Daniels, Principal	
01612596001689	Burckhalter Elementary	Carin Geathers, Principal	
01612596001697	Carl B. Munck Elementary	Denise Burroughs, Principal	

**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78


**Signatures and Approvals Form**

**School District Approval**

The local educational agency (LEA) superintendent must agree with the intent of this application. The LEA superintendent assures that all schools in this application meet eligibility requirements for funding pursuant to the terms and conditions described on page five in the request for applications.

If the LEA superintendent is already a signatory on this application, then signature below is not required.

Direct funded charter schools applying for grant funding are not required to obtain the superintendent's signature for approval.

<b>County-District Code</b>	<b>School District Name</b>	<b>Name of Superintendent</b>	<b>Signature of Superintendent</b>
01612590000000	Oakland Unified	Dr. Kyla Johnson-Trammell, Superintendent	



**Elementary and Secondary School  
Emergency Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Authorized Designee Form**

An Authorized Signature refers to a signature from a person who is eligible to authorize and sign on behalf of an agency or organization in recognition that a grant application has been submitted. In the absence of the authorized signature, a designee is able to sign the Elementary and Secondary School Emergency Relief III Summer Grant Program Application. Signatures from designees will only be accepted with a copy of a recent governing board resolution or minutes specifically authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents.

Signature authority is the permission to execute transactions up to limits established by relevant applicant agency's policies and permission to approve transactions for execution. This approval attests to the appropriateness of the transaction within the applicant's program objectives and budgetary authorizations.

Individuals who receive delegated authority shall have active involvement with the activity being conducted; and have sufficient knowledge of the applicant agency's policies, rules, laws, regulations, and procedures to ensure compliance.

**Will an authorized designee sign this application?** *If yes, a copy of a recent governing board resolution or minutes specifically authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents must be included with the application materials.*

Yes

No

Agency Name:	
Designee Name:	
Designee Title:	
Designee Signature:	
Signature Date:	



**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Award Calculator**

Funding Categories:

- Up to 600 students—\$60,000
- 601–899 students—\$75,000
- 900 or more students—\$100,000

<b>County-District-School Code</b>	<b>School Name</b>	<b>School Type</b>	<b>Total School Enrollment</b>	<b>Students Served</b>	<b>Amount Requested</b>
01612590100701	MetWest High	H	247	247	\$60,000.00
01612590100792	Think College Now Elementary	E	298	298	\$60,000.00
01612590102988	EnCompass Academy Elementary	E	329	329	\$60,000.00
01612590110189	McClymonds High	H	357	357	\$60,000.00
01612590110239	Reach Academy Elementary	E	406	406	\$60,000.00
01612590110247	Manzanita SEED Elementary	E	446	446	\$60,000.00
01612590110254	Sankofa United Elementary	E	192	192	\$60,000.00
01612590110262	Rise Community Elementary	E	214	214	\$60,000.00
01612590112763	United for Success Academy Middle	M	385	385	\$60,000.00
01612590112789	Elmhurst United Middle	M	726	712	\$75,000.00
01612590112797	Coliseum College Prep Academy	M	599	635	\$75,000.00
01612590112813	Fred T. Korematsu Discovery Academy Elementary	E	213	213	\$60,000.00
01612590115204	Lockwood STEAM Academy Elementary	E	299	299	\$60,000.00

**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Award Calculator**

01612590115584	Global Family Elementary	E	449	449	\$60,000.00
01612590115600	East Oakland Pride Elementary	E	326	326	\$60,000.00
01612590115618	Greenleaf	M	639	639	\$75,000.00
01612590115626	West Oakland Middle	M	212	191	\$60,000.00
01612590115667	Oakland International High	H	341	341	\$60,000.00
01612590118653	Ralph J. Bunche Continuation High	H	77	77	\$60,000.00
01612590125161	Castlemont High	H	749	749	\$75,000.00
01612590125716	Fremont High	H	927	927	\$100,000.00
01612590130146	Rudsdale Continuation High	H	294	294	\$60,000.00
01612590130179	Street Academy Alternative High	H	87	96	\$60,000.00
01612590130575	LIFE Academy	M	464	464	\$60,000.00
01612590132688	Dewey Academy High	H	195	195	\$60,000.00
01612590135905	Oakland High	H	1650	1650	\$100,000.00
01612590136051	Oakland Technical High	H	1961	1961	\$100,000.00
01612590137943	Skyline High	H	1660	1660	\$100,000.00
01612596001630	Allendale Elementary	E	354	354	\$60,000.00
01612596001655	Bella Vista Elementary	E	439	439	\$60,000.00
01612596001663	Brookfield Elementary	E	213	213	\$60,000.00
01612596001689	Burckhalter Elementary	E	193	193	\$60,000.00
01612596001697	Carl B. Munck Elementary	E	227	227	\$60,000.00
01612596001713	Oakland Academy of Knowledge Elementary	E	273	273	\$60,000.00



**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

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**Award Calculator**

01612596001739	Cleveland Elementary	E	403	362	\$60,000.00
01612596001812	Emerson Elementary	E	328	328	\$60,000.00
01612596001820	Franklin Elementary	E	586	586	\$60,000.00
01612596001838	Fruitvale Elementary	E	270	270	\$60,000.00
01612596001846	Garfield Elementary	E	604	604	\$75,000.00
01612596001853	Glenview Elementary	E	473	473	\$60,000.00
01612596001879	Grass Valley Elementary	E	243	243	\$60,000.00
01612596001903	New Highland Academy Elementary	E	317	317	\$60,000.00
01612596001929	Horace Mann Elementary	E	235	235	\$60,000.00
01612596001994	Laurel Elementary	E	444	444	\$60,000.00
01612596002018	Lincoln Elementary	E	738	738	\$75,000.00
01612596002042	Manzanita Community Elementary	E	388	388	\$60,000.00
01612596002059	Markham Elementary	E	269	269	\$60,000.00
01612596002075	Bridges @ Melrose Academy Elementary	E	422	422	\$60,000.00
01612596002091	Parker	M	257		
01612596002109	Peralta Elementary	E	347	347	\$60,000.00
01612596002117	Piedmont Avenue Elementary	E	339	339	\$60,000.00
01612596002125	Prescott Elementary	E	119	119	\$60,000.00
01612596002174	Sequoia Elementary	E	439	439	\$60,000.00
01612596002182	Madison Park Academy Elementary	E	267	267	\$60,000.00
01612596002190	Esperanza Elementary	E	378	378	\$60,000.00

**Elementary and Secondary School Emergency  
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**Award Calculator**

01612596002273	ACORN Woodland Elementary	E	276	276	\$60,000.00
01612596056998	Bret Harte Middle	M	557	479	\$60,000.00
01612596057004	Claremont Middle	M	498	474	\$60,000.00
01612596057020	Frick United Academy of Language Middle	M	337	337	\$60,000.00
01612596057046	Hoover Elementary	E	276	276	\$60,000.00
01612596057061	Edna Brewer Middle	M	812	768	\$75,000.00
01612596057087	Roosevelt Middle	M	615	586	\$60,000.00
01612596057095	Westlake Middle	M	304	295	\$60,000.00
01612596066450	Madison Park Academy 6-12	M	754	754	\$75,000.00
01612596072235	Martin Luther King, Jr. Elementary	E	352	352	\$60,000.00
01612596096523	La Escuelita	M	408	408	\$60,000.00
01612596118616	International Community Elementary	E	276	276	\$60,000.00
01612596118640	Melrose Leadership Academy	M	635	623	\$75,000.00
01612596118657	Urban Promise Academy Middle	M	379	379	\$60,000.00
<b>Total</b>					<b>\$4,375,000.00</b>



**SUMMER 2022/2023 BUDGET PLANNING SPREADSHEET**

<b>Site Name: New Highland HUB - Summer</b>		
<b>Feeder Sites</b>	EnCompass (\$60K), ACORN Woodland (\$60K), East Oak Pride (\$60k)	
<b>Lead Agency</b>		
<b>Number of Students</b>	135	
<b>Program Days</b>	23	
<b>Summer Funds</b>	180,000.00	
<b>TOTAL CONTRACTED FUNDS</b>		
	<b>Summer Funds for Lead Agency Year 1</b>	<b>Summer Funds for Lead Agency Year 2</b>
	80,000.00	100,000.00

**CERTIFICATED PERSONNEL (OUSD STAFF)**

1120	4 Certificate Teacher - Credit Recover- \$36/hr x 6		
1120	hours x 21 days = 18144	18,144.00	18,144.00
	1 Career Pathway Certificated Teacher \$36/hr x 6		
1120	hours x 21 days = 4536	4,536.00	4,536.00
	<b>TOTAL</b>	<b>22,680.00</b>	<b>22,680.00</b>

**CLASSIFIED PERSONNEL**

	summer Program manager \$45/hr x 2 hours x 21		
2220	days = 1890	1,890.00	1,890.00
	<b>TOTAL</b>	<b>1,890.00</b>	<b>1,890.00</b>

**BOOKS AND SUPPLIES**

4310	Supplies (can be purchased by lead agency for summer sup	2,752.86	2,752.86
4310	Curriculum		
5829	Field Trips (fees, supplies)	1,521.60	1,521.60
	Bus tickets for students	661	661
	Rental bus for field trips	1918.12	1918.12
	Snacks		
	Incentives		
	Family Night Supplies		330.77
	<b>TOTAL BOOKS AND SUPPLIES</b>	<b>6,853.58</b>	<b>7,184.35</b>

**CONTRACTED SERVICES**

5825	Site Coordinator - \$25/hr x 6 hours x 21 days = \$3,150 +	3,937.00	3,937.00
5825	Physical Activity Instructors (4 staff x 21/hr x 6.25 /hrs a		11,025.00
5825	High School Interns (4 staff x 15/hr x 6.25 /hrs a day x 21		7,875.00
5825	Academic Instructors (8 staff x 21/hr x 6.25 /hrs a day x	27,562.50	27,562.50
5825	Subcontractor - Prescott Circus	4,000.00	4,000.00
5825	Subcontractor - Ultimate Frisbee	4,000.00	4,000.00
5825	Subcontractor - Girls Leading Girls	2,000.00	2,000.00
5825	Subcontractor - Desinty Arts	4,000.00	4,000.00
5825	Subcontractor - Whizara		
	<b>Total Services</b>	<b>45,499.50</b>	<b>64,399.50</b>

**IN-KIND DIRECT SERVICES**

	Total value of in-kind direct services	0.00	0.00
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**SUBTOTALS**

	<b>Subtotals DIRECT SERVICE</b>	<b>76,923.08</b>	<b>96,153.85</b>
	<b>Allowable lead agency admin costs (at 4% of contracted ar</b>	<b>3,076.92</b>	<b>3,846.15</b>

**TOTALS**

	Total BUDGETED	80,000.00	100,000.00
	<b>BALANCE remaining to allocate</b>	<b>0.00</b>	<b>0.00</b>



**Elementary and Secondary School Emergency  
Relief III Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Will the Elementary and Secondary School Emergency Relief III funding be used to provide New or Expand Existing Summer Supplemental Programming?**

New Programming

Expand Existing Summer Supplemental Programming

**Are the site(s) you are applying for currently an ASES or 21st Century funded site(s)?**

ASES

21st Century

## Elementary and Secondary School Emergency Relief III Summer Grant Program Application

Application ID: 22-04-01-01-ESSER-78

### Certified Assurances Page 1

These Certified Assurances, per California Education Code (EC), are required as part of the Elementary and Secondary School Emergency Relief III Summer Grant Program.

Note: All grantees are required to retain on file a copy of the General Assurances for their records and for audit purposes. Please download the latest General Assurances on the California Department of Education (CDE) Funding Forms web page at <https://www.cde.ca.gov/fg/fo/fm/ff.asp>. Grantees should not submit General Assurances to the CDE.

On behalf of the applicant agency, the authorized signature or designee hereby agree to, and certify the following:

1. The program agrees to follow all fiscal reporting and auditing standards required by the CDE (*EC* Section 8482.3[f][5]).
2. As required by the CDE, programs will submit program attendance on a semiannual basis (*EC* sections 8482.3[f][10][B] and 8484[a][1][B]).
3. Every pupil attending a school operating a program is eligible to participate in the program, subject to program capacity (*EC* Section 8482.6).
4. Offsite programs will ensure communication among teachers in the regular school program, after school staff, and parents of students. (*EC* Section 8482.8[a][2]).
5. The program will assume fiscal accountability (*EC* Section 8483.3[c][9]).
6. The program will ensure that the program maintains a pupil-to-staff member ratio of no more than twenty-to-one (*EC* Section 8483.4). The funding for this program cannot be used as part of the After School Education and Safety core program twenty-to-one pupil-to-staff ratio.
7. All program staff and volunteers will be subject to the health screening and fingerprint clearance requirements in current law and district policy for school personnel and volunteers in the school district (*EC* Section 8483.4).

**Elementary and Secondary School Emergency Relief III  
Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Certified Assurances  
Page 2**

8. All funds expended will supplement, but not supplant, existing funding for after school programs. State categorical funds for remedial education activities shall not be used to make the required contribution of local funds for those after school programs (*EC* sections 8483.5[e] and 8483.7[b]).
9. A program may expend on indirect cost up to five percent of the award amount or lesser based on the CDE approved cost rate for the appropriate fiscal year (*EC* Section 8483.9[a]).
10. An offsite program shall comply with all statutory and regulatory requirements that are applicable to similar programs conducted on the school site (*EC* Section 8484.6[b]).

I acknowledge understanding an agreement with California *EC*  
Certified Assurances 1—10.

Superintendent Signature:



Date:

6-24-2022



**Elementary and Secondary School Emergency Relief III  
Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Disqualification Form**

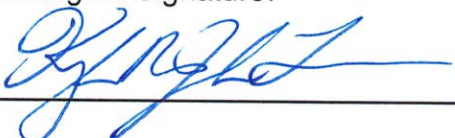
The following conditions must be met for an application to be considered for Elementary and Secondary School Emergency Relief III Summer Grant Program funding. If an applicant does not comply with all of the following items, either individual schools or the entire application will be disqualified from funding consideration.

**Application Disqualifications**

1. Application forms (see Application Checklist) that are submitted to the California Department of Education after June 27, 2022 at 5:00 p.m., will be disqualified. **Postmarks will be honored.** Applications that are sent by guaranteed, overnight, priority mail, or other means must include verifiable documentation from the delivery service assuring delivery date by the due date and time.
2. A Cover Page without an original authorized signature, or without a designee signature submitted with a copy of a recent governing board resolution or minutes clearly authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents, will be disqualified.
3. Applicants **must apply** through the ASSIST data base and Download the application from ASSIST for submission.
4. An individual school not in Good Standing, as defined in the Request for Applications, **will** be disqualified.

**Individual School Site Disqualifications**

5. A Signature and Approvals Form without an original signature from the school site principal or executive director from a direct-funded charter school will be disqualified.
6. The school must have an active County-District-School (CDS) code at the time the application is submitted or the site will be disqualified.

Authorized Agent Signature: 	Date: 6-24-2022
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**Elementary and Secondary School Emergency Relief III  
Summer Grant Program Application**

Application ID: 22-04-01-01-ESSER-78

**Checklist**

**The original application packet must be postmarked on, or before June 27, 2022 at 5:00 p.m., and mailed to the EXLD. Mail the original application packet to the address below. Postmarks will be honored. Due to COVID restrictions, in-person delivery of applications to the CDE is currently not allowed.**

**ESSER III Summer RFA**  
California Department of Education  
Expanded Learning Division  
1430 N Street, Suite 3400  
Sacramento, CA 95814-5901

**Please submit these forms in the following order:**

- Cover Page
- Signatures and Approvals
- Designee Form (if applicable)
- Grant Requests/Award Calculator
- Budget (Not created in the ASSIST)
- ESSER III Questions
- Assurances 1—10 signed and returned (also keep a copy for your records)
- Disqualification Form
- Checklist



# Elementary and Secondary School Emergency Relief III Summer Grant Program

Request for Applications  
Fiscal Year 2022–23

Due June 27, 2022



Expanded Learning Division  
California Department of Education  
1430 N Street, Suite 3400  
Sacramento, CA 95814–5901  
916-319-0923

[expandedlearning@cde.ca.gov](mailto:expandedlearning@cde.ca.gov)  
<https://www.cde.ca.gov/ls/ex/fundingop.asp>

## Contact Information

Prior to submitting questions to the California Department of Education (CDE) Elementary and Secondary School Emergency Relief (ESSER) III Summer Grant Program Helpdesk, please ensure reading the Request for Applications (RFA) in its entirety.

All RFA questions and correspondence should be submitted by email through the ESSER III Summer Grant Program RFA Helpdesk at [expandedlearning@cde.ca.gov](mailto:expandedlearning@cde.ca.gov).

All questions relating to RFA forms required through the After School Support and Information System (ASSIST) should be submitted by email through the ASSIST Helpdesk at [ASSIST@cde.ca.gov](mailto:ASSIST@cde.ca.gov).

**The original application packet must be postmarked on, or before June 27, 2022** and mailed to the Expanded Learning Division (EXLD). **Mail the original application packet to the address below. Postmarks will be honored.**

**Due to COVID restrictions, in-person delivery of applications to the CDE is currently not allowed.**

ESSER III Summer Grant Program Application  
Expanded Learning Division  
California Department of Education  
1430 N Street, Suite 3400  
Sacramento, CA 95814-5901

**Note: Applicants should consider all requirements for eligibility, disqualifications, and geographic distribution categories prior to submitting an application.**

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**I. Purpose and Background**

The purpose of the ESSER III Summer Grant Program is for the implementation of evidence-based summer enrichment programs, and ensure such programs respond to students’ academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student populations described in Section 1111(b)(2)(B)(xi) of the Elementary and Secondary Education Act of 1965 ([20 United States Code \[U.S.C.\] 6311\[b\]\[2\]\[B\]\[xi\]](#)), students experiencing homelessness, and children and youth in foster care.

There will be two buckets of funding for the ESSER III Summer Grant Program:

- 1. For existing After School Education and Safety (ASES) grantees**—The total amount available is \$118,214,000 million starting in fiscal year 2021–22 and continuing through August 31, 2023. Funding is available to the 11 California County Superintendents Educational Services Association (CCSESA) regions (map located on the CCSESA website at <https://ccsesa.org/regions/>) per the table below:

Region	Percent of Funding	Available ESSER III Summer Grant Program Funding Amount Per Geographic Region
1–4 Urban	13.76	\$16,266,246.40
1–4 Rural	3.27	\$3,865,597.80
5–8 Urban	19.89	\$23,512,764.60
5–8 Rural	7.05	\$8,334,087.00
9–11 Urban	53.17	\$62,854,383.80
9–11 Rural	2.86	\$3,380,920.40
Total	100 percent	\$118,214,000.00

2. **For existing 21st Century Community Learning Centers (CCLC) and After School Safety and Enrichment for Teens (ASSETs) grantees**—The total amount available is \$32,583,000 million starting in fiscal year 2021–22 and continuing through August 31, 2023. Funding is available to the 11 CCSESA regions (map located on the CCSESA website at <https://ccsesa.org/regions/>) per the table below:

Region	Percent of Funding	Available ESSER III Summer Grant Program Funding Amount Per Geographic Region
1–4 Urban	13.70	\$4,464,450.98
1–4 Rural	3.27	\$1,065,104.52
5–8 Urban	19.91	\$6,486,730.12
5–8 Rural	6.97	\$2,272,368.58
9–11 Urban	53.29	\$17,363,974.25
9–11 Rural	2.86	\$930,371.55
Total	100 percent	\$32,583,000.00

### A. Geographic Funding Distribution

The CDE will next determine the geographic funding distribution based on federal (20 U.S.C. Section 7174[f]) and state statutes. According to state requirements (California *Education Code* [EC] sections 8423[a][1] and 8484.8[k][1]), equitable distribution of funds shall be awarded to Applicants in northern, central, and southern California, and in urban and rural areas of the state. The following definitions will be utilized for the geographic funding determination:

1. Northern California means CCSESA regions 1 through 4, inclusive (EC sections 8423[a][2][B] and 8484.8[k][2][B]).
2. Central California means CCSESA regions 5 through 8, inclusive (EC sections 8423[a][2][A] and 8484.8[k][2][A]).
3. Southern California means CCSESA regions 9 through 11, inclusive (EC sections 8423[a][2][C] and 8484.8[k][2][C]).
4. Urban and rural areas shall be as defined by the United States Census Bureau (EC sections 8423[a][2][D] and 8484.8[k][2][D]).

School sites in an application will be assigned to one of six geographic funding categories. Sites will be ranked in order based on Free and Reduced Price Meals (FRPM) percentage. The six geographic funding categories are as follows:



1. Northern-Urban
2. Northern-Rural
3. Central-Urban
4. Central-Rural
5. Southern-Urban
6. Southern-Rural

Funding amounts per geographic funding category will be based on the statutory requirements for how funds are to be allocated for the 21st CCLC and will be based on the percentage of students that qualify for FRPM compared with the statewide total number of students, per geographic category.

Sites can determine their Rural and Urban Classifications by visiting the National Center for Education Statistics (NCES) online tool, located at <https://nces.ed.gov/ccd/schoolsearch/>, and entering the search criteria as directed. Sites in the NCES database are identified in one of the following classifications:

Urban Classification	Rural Classification
11—City, Large	31—Town, Fringe
12—City, Midsize	32—Town, Distant
13—City, Small	33—Town, Remote
21—Suburb, Large	41—Rural, Fringe
22—Suburb, Midsize	42—Rural, Distant
23—Suburb, Small	43—Rural, Remote

If a school site is unable to identify their classification using the NCES website, then the CDE will determine their classification by identifying adjacent schools surrounding the school site. Grants will be awarded within each geographic region based on the highest FRPM data. Applicants will only compete for funding against other Applicants in their region. (See Grant Award Determination section for more detail.)

**Funding Categories:** The funding categories listed below are the maximum two-year grant amounts per school site determined by school enrollment for grades kindergarten through eight (K–8) and grades nine through twelve (9–12). In the case of K–12 schools, grades K–9 can be counted. The CDE will use 2020–21 enrollment numbers from the CDE downloadable file dated May 2021. More information can be found on the CDE Annual Enrollment by School web page located at <https://www.cde.ca.gov/ds/sd/sd/filesenr.asp>.  
Elementary/Middle and High School Two-Year Grant Amounts

- Up to 600 enrollment—\$60,000
- 601–899 enrollment—\$75,000
- 900 + enrollment—\$100,000

## II. Administrative Program Requirements

### A. Reporting Requirements

Attendance and expenditure reports are due each year by **July 31** for each site funded. The CDE will **withhold** ESSER III Summer Grant Program payments in a manner consistent with their qualifying ASES Program funding if reports are not submitted. Grants may be **terminated** when a site or program does not comply with reporting requirements (*EC* sections 8426[i], 8483.7[a][1][G], and 8484.8[b][3]).

Attendance and expenditures for the ESSER III Summer Grant Program must be tracked and submitted separately from existing ASES, 21st CCLC, and ASSETs grants.

#### 1. Attendance Reporting

Grantees will report ESSER III Summer Grant Program attendance separately from their ASES, 21st CCLC, and ASSETs Programs attendance based on the total amount of students involved in the program. Accurate attendance records must be kept using a clearly defined record keeping procedure. Actual student program attendance must be sent to the EXLD on a bi-annual basis broken into two halves per year (first half is for July 1–December 31 and second half is for January 1–June 30) via the attendance reporting form.

Funding may be used to enhance existing programming without serving additional students or to enhance programming and serve additional students. Submit a narrative describing the enhancements that the funding will be used for along with a budget for the Performance Period to document the budget for the program enhancements.

#### 2. Expenditure Reporting

Grantees will report ESSER III Summer Grant Program expenditures separately from their qualifying ASES, 21st CCLC, and ASSETs Program expenditures. Each site will submit on a quarterly basis, expenditure reports broken into four quarters (July 1–September 30, October 1–December 31, January 1–March 31, and April 10–June 30) via the ASSIST.

ESSER III Summer Grant Program funds may be carried over into the next fiscal year, but not beyond the two-year grant period.

## **B. Operational Requirements**

- The program site is the physical location where the ESSER III Summer Grant Program activities and services are provided, and a site that is approved by the CDE.
- Grant funds should be used to establish and/or enhance Summer Expanded Learning Programs during summer, vacation, and intersession time periods.
- A grantee that operates a Summer/Supplemental Program may open eligibility to every pupil attending a school in the school district. Priority for enrollment shall be given to the pupils enrolled in the school that receives the grant. (*EC sections 8422[c] and 8483.76[d]*)

## **C. Program Requirements**

Each component of an ASES and 21st CCLC (elementary school) program shall consist of the following two elements:

- An educational and literacy element in which tutoring or homework assistance is provided in one or more of the following areas: language arts, mathematics, history and social science, computer training, or science. (*EC Section 8482.3[c][1][A]*)
- An educational enrichment element that may include, but need not be limited to, fine arts, career technical education, recreation, physical fitness, and prevention activities. (*EC Section 8482.3[c][1][B]*)

Each component of an ASSETs (high school) program shall include the following two elements:

- An academic assistance element that includes, but need not be limited to, at least the following: tutoring, career exploration homework assistance, or college preparation, including information about the Cal Grant Program. (*EC Section 8421[b][1][A]*)
- An enrichment element that may include, but need not be limited to, community service, career and technical education, job readiness, opportunities for mentoring and tutoring younger pupils, service learning, arts, computer and technology training, physical fitness, and recreation activities. (*EC Section 8421[b][2]*)



#### D. Allowable Expenditures

Funds must supplement, not supplant, existing services and may not be used to supplant federal, state, local, or nonfederal funds (*EC* sections 8426[g][1] and 8483.7[b]). Programs may not use ESSER III Summer Grant Program funds to pay for existing levels of service funded from any other source. An agency must ensure that each of those schools receives all of the federal, state, and local funds it would have received in the absence of the ESSER III Summer Grant Program funds. The ESSER III Summer Grant Program funds may not be used for new construction, entertainment, or purchases not directly related to requirements of the grant. All purchases must be reasonable and necessary.

For additional allowable costs, please visit the CDE Direct Services and Administrative Cost Guidance web page about direct services and administrative costs located at <https://www.cde.ca.gov/ls/ex/directservguidance.asp>, as well as the CDE Field Trip and Recognition Guidance web page located at <https://www.cde.ca.gov/ls/ex/fieldtripguide.asp>.

**NOTE: Capital Outlay Expenditures are not allowed. Local Educational Agencies (LEA)s should consult with their appropriate finance/budget officers.**

#### E. Determining Maximum Indirect Expenditures

Indirect costs cannot exceed 5 percent or the lesser based on the following:

- The school district's indirect cost rate as approved by the CDE for the appropriate fiscal year.
- Five percent of the state program funding received pursuant to this article (*EC* sections 8426[c][1][B] and 8483.9[a][2]).

Current indirect cost rates for LEAs are available on the CDE Indirect Cost Rates web page at <https://www.cde.ca.gov/fg/ac/ic>.

**Indirect** administrative costs may include general administration services to the program such as:

- Personnel
- Payroll
- Accounting
- Procurement
- Data processing

**F. Payments**

Payments will follow the schedule below:

Percent of the Total Funded Grant Amount	Date Issued and Reporting Requirements
80	On receipt of the signed original grant award letter (AO-400).
20	<p>20 percent will be withheld until the final attendance and expenditure reports are received.</p> <p>Payments will only be made up to the amount expended through the ESSER III Summer Grant Program.</p>

Payments will be withheld if reporting requirements are not met or if the grantee has invoices outstanding of more than 90 days (*EC* sections 8426[h], 8426[i], 8483.7[a][1][G], and 8483.8[a]).

**III. Program Monitoring and Annual Audit**

**A. Program Monitoring**

State law requires the CDE to systematically monitor the implementation of funded programs, including the ESSER III Summer Grant Program. If selected, grantees operating an ESSER III Summer Grant Program must participate in the CDE’s program monitoring process. This state oversight is accomplished in part by conducting on-site and online monitoring reviews. The purpose of the review is to verify compliance with the statutory requirements of each program and to ensure that program funds are spent according to program requirements.

**B. Annual Fiscal Audit**

All entities that receive ESSER III Summer Grant Program funds must undergo an annual financial and compliance audit as well as keep adequate and accurate records for the ESSER III Summer Grant Program. The funded program shall abide by generally accepted accounting principles and recordkeeping requirements (*EC* sections 8448[a][1], 8448[d], and 41020[b][4]). The LEAs are required to maintain auditable records, which must be made available upon request to auditors and other governmental agencies for monitoring, reviews, and audits. All records must be maintained until the audit is resolved by the state.

#### IV. Eligibility Criteria and Determination—*Who May Apply*

1. For ASES Summer Funding: only existing ASES grantees are eligible to apply. If there is a current summer/supplemental funding, the grantee is eligible to apply for these funds as well to expand or enhance the current program(s).
2. For 21st CCLC and ASSETs Summer Funding: only existing 21st CCLC and ASSETs grantees are eligible to apply. If there is a current summer/supplemental funding, the grantee is eligible to apply for these funds as well to expand or enhance the current program(s).

Entities **eligible to apply** for the ESSER III Summer Grant Program funds must satisfy all of the following requirements:

- The application should propose to provide services to schools that enroll students who may be at risk for academic failure, dropping out of school, involved in criminal or delinquent activities, or who lack strong positive role models, and to serve families of such students.
- A grant application may propose to serve more than one school site; however, a school site may be included in only one application. If a school site is included in multiple applications by error, then the CDE will contact the Applicant and the school site principal, and will select the appropriate application based on the Applicant's and school site principal's designation.
- Schools must have verifiable FRPM data for 2020–21 through the California Longitudinal Pupil Achievement Data System (CALPADS) to be considered in the funding determination. Please visit the CDE Student Poverty FRPM Data web page at <https://www.cde.ca.gov/ds/sd/sd/filespp.asp>.

##### A. Good Standing

Currently funded ASES, 21st CCLC and ASSETs program sites must meet the administrative reporting requirements for fiscal year 2020–21 and be considered in Good Standing to be eligible for ESSER III Summer Grant Program funds.

Good Standing refers to all of the following conditions:

- All attendance reports for grantees have been submitted prior to the reporting deadline and have been found by the EXLD to be complete;
- All expenditure reports for grantees have been submitted prior to the reporting deadline and have been found by the EXLD to be complete;
- All annual outcome-based data for grantees have been submitted prior to the reporting deadline and have been found by the EXLD to be complete;



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- All annual audit findings for grantees have been found by the EXLD to be resolved or are in the process of being resolved to the satisfaction of the CDE; and
- All Federal Program Monitoring findings for grantees have been found by the EXLD to be resolved or are in the process of being resolved to the satisfaction of the CDE.
- All outstanding invoices have been paid back to California Department of Education.

If the Applicant's school is determined to be in Good Standing at the time the application is submitted to the CDE, and if all other submission requirements are met, the application will be moved forward in the review process. If the Applicant's school is not in Good Standing at the time the application is submitted to the CDE, postmarked by **June 27, 2022**, the school **will be disqualified** (EC sections 8426[i], 8483.7[a][1][G], and 8484.8[b][3]).

Below are the required components of the application.

### V. Elementary and Secondary School Emergency Relief III Summer Grant Program Application Checklist

**Please submit these forms and documents in the following order:**

1. Cover Page (An original authorized signature or signature of the designee is required. Each signature on the Cover Page represents a certification that all of the forms listed below have been reviewed, acknowledged, and submitted.)
2. Signature and Approvals Form (All original signatures are required at the time of application submission; multiple copies of the form may be submitted as long as the signatures are original.)
  - All original authorized signatures from the Applicant are due at the time the application packet is submitted to the CDE, or the application **will be disqualified**.
  - All grantees are required to retain copies of signed documents for their records and for audit purposes. Please visit the CDE General Assurances and Certifications web page at <https://www.cde.ca.gov/fq/fo/fm/ff.asp>.
  - A designee may provide the authorized signature as long as a copy of a recent governing board resolution or minutes, specifically authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents, is included in the application materials.
  - All original authorized signatures of the school principals or executive

directors of a direct-funded charter school are due at the time the application packet is submitted to the CDE, or the school site **will be disqualified** (see the Signature and Approvals form in ASSIST).

- **All signatures must be original “wet” signatures using blue ink. Applications that are submitted with signature stamps, electronic stamps, or any form of reproduced stamps will be disqualified.**
3. Authorized Designee Form (This form must be signed by the designee [if applicable] and include a copy of a recent governing board resolution or minutes specifically authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents.)
  4. Grant Requests Form (List each ESSER III Summer Grant Program site that the Applicant wishes to include for potential funding. Include the County-District-School Code and the total amount requested for each site.)
  5. Budget
    - Provide a sample, two-year budget for which the Applicant is applying (\$60,000; \$75,000; or \$100,000). If applying for multiple sites, and/or multiple funding categories, only one sample budget is required. The budget does not need to be equal amounts each year as long as the full grant amount is expended within two years.
  6. Certified Assurance must be signed and submitted with the application.
  7. Disqualification Form must be signed and submitted with the application.

**Note: All signatures must be original “wet” signatures using blue ink. Applications that are submitted with signature stamps, electronic stamps, or any form of reproduced stamps will be disqualified.**

## VI. Completion and Submission of the Application

**Applicants must apply through the ASSIST data base and Download the application from ASSIST for submission.**

- The ESSER III Summer Grant Program application forms are generated, downloaded, and printed through the ASSIST portal by the Applicant. The ASSIST portal can be located at <https://www3.cde.ca.gov/ASSIST/index.aspx>.

**The original application packet must be postmarked on, or before **June 27, 2022**, and mailed to the EXLD. Mail the original application packet to the address below. Postmarks will be honored.**

**Due to COVID restrictions, in-person delivery of applications to the CDE is currently not allowed.**

ESSER III Summer Grant Program Application  
Expanded Learning Division  
California Department of Education  
1430 N Street, Suite 3400  
Sacramento, CA 95814-5901

## **VII. Application Review Process**

### **A. Grant Award Determination**

In determining grant awards, the CDE will consider each school site included in the application as if it were an independent application for that site alone. Once the hard copy application packet is received, applications will be screened by CDE staff based on the disqualification criteria, and submission of all required signatures on forms as identified on the Application Checklist. Applicants that are disqualified will be notified in **July 2022**.

The FRPM data used in the funding determination process will be the data reported to the CDE in the CALPADS during the 2020–21 school year. The CDE will obtain data on the percentage of students eligible for FRPM from the 2020–21 FRPM downloadable file. Please visit the CDE Student Poverty FRPM Data web page at <https://www.cde.ca.gov/ds/sd/sd/filespp.asp>.

The data used represents the count of the FRPM eligible students ages five through seventeen who were enrolled on Census Day, October 2020, and certified through the fiscal year 2020–21 CALPADS fall one submission. For schools designated as National School Lunch Program Provision 2 and 3 schools, the FRPM downloadable file will include the count of students eligible for FRPM.

An Intent to Award list will be posted on the CDE Funding Results web page at <https://www.cde.ca.gov/ls/ex/exldfundingresults.asp> in the winter of 2022. Emails will be sent to all Applicants announcing the posting of proposed awards.

If there are unused funds in a CCSESA geographic region, then the unused funds will be pooled into a general fund. Qualified applicants not receiving funding based on FRPM data may be awarded funding from the unused funds on a statewide basis. FRPM data will be used to determine these grant awards.



## B. Disqualifications and Appeals Process

### 1. Disqualifications

This form does need to be signed and submitted with the application.

Applicants that wish to appeal a disqualification or Intent to Award decision must submit a Letter of Appeal to the CDE. **Appeals are limited to the grounds that the CDE failed to correctly apply the standards for reviewing the applications as specified in this RFA.** The appellant must file a full and complete written appeal, including the issue(s) in dispute, the legal authority or other basis for the appeal position, and the remedy sought. The appeal letter must have an original LEA authorized signature.

- a. **Appeals to disqualifications**—The CDE must receive the Letter of Appeal within 10 calendar days of the date of the email disqualification notification.
- b. **Appeals to the Intent to Award posting**—The CDE must receive the Letter of Appeal within 10 calendar days of the posting of the Intent to Award on the CDE Funding Results web page at <https://www.cde.ca.gov/ls/ex/exldfundingresults.asp>.

Appeal letters must be received at the CDE by 4 p.m. on the required date. Mailed appeal letters must be postmarked on or before the required date and mailed to:

**ESSER III Summer Grant Program Appeals  
Expanded Learning Division  
California Department of Education  
1430 N Street, Suite 3400  
Sacramento, CA 95814-5901**

A final decision regarding the appeal will be made within 30 days of the receipt of the appeal by the CDE. That decision will be mailed to the appellant and shall be the final administrative action afforded to the appeal.

## VIII. Key Terms

**Applicant**—refers to an agency or organization requesting funding from a grant program administered by the California Department of Education.

**ASSIST**—refers to the online reporting After School Support & Information System.

**Authorized Signature**—refers to the signing executive of the organization. Authorized signatures from the following individuals are also acceptable:

- Local educational agency: Superintendent of a local educational agency, county offices of education or school district, or charter school governing board authorized signature.
- School: Principal or executive director of a school.

**Note: Designees will be accepted with a copy of a recent governing board’s resolution or minutes authorizing them to sign as a proxy for financial statements and legally binding documents.**

**CALPADS**—refers to California Longitudinal Pupil Achievement Data System.

**Capital Outlay**—representing expenditures of funds to acquire land, plan and construct new buildings, expand or modify existing buildings, and/or purchase equipment related to such construction (e.g., re-wiring the school for high-speed internet).

**CDE**—refers to the California Department of Education.

**County-District-School Code**—refers to a 14-digit county, district, school code (the two-digit county number, five-digit district number, and the seven-digit school number).

**EC**—refers to California *Education Code*.

**EXLD**—refers to Expanded Learning Division.

**Good Standing**—refers to the grantee being in compliance with all terms and conditions of the grant requirements.

**Grantee**—refers to an Applicant who has a **current** approved grant award (AO-400) for ASES and/or 21st CCLC funds.

**LEA**—refers to local educational agencies, such as school districts, county offices of education, the California Schools for the Blind or for the Deaf, or direct-funded charter schools. (For this Request for Applications, a direct-funded charter school refers to a charter school that receives funds directly from the state).

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**Original Authorized Signature**—refers to the requirement that all signatures must be original “wet” signatures using blue ink. Applications that are submitted with signature stamps, electronic stamps, or any form of reproduced stamps will be disqualified.

**RFA**—refers to this ESSER III Summer Grant Program Request for Applications.

**Summer Grant**—means funding to operate any program in excess of 180 regular school days or during any combination of summer, intersession, or vacation periods.