



# Seattle Department of Education & Early Learning

Families and Education Levy

## Summer Learning - Request for Investment (RFI) For Summers 2018 and 2019

### Questions and Answers (Q&A)

*Updated: February 20, 2018*

#### **ELIGIBLE APPLICANTS**

##### **Do organizations who were funded in the past need to reapply?**

Organizations and schools who are currently funded by the Families and Education Levy continue to receive funding for the duration of the Levy (summers 2018 and 2019), but are also eligible to apply to the new RFI to request additional dollars or to expand existing programs.

##### **Can you provide a list of the previously/currently funded programs and what schools they're connected to?**

You can view our list of currently funded Levy programs and their program sites here:  
<http://www.seattle.gov/education/about-us/about-the-levy/k-12-schools/summer-learning>.

##### **Are organizations who aren't on the Priority School list competitive applicants for funding? Is this RFI just for public schools?**

Schools and community based organizations (CBOS) are eligible to apply for summer funding. Our Priority School list is meant to identify schools that are prioritized for service, due to the need for additional summer programming in these communities. We will prioritize funding for applications that propose to serve students and schools on the 'first priority' list over applications that propose to serve 'third priority' schools or schools not on the list.

##### **Why might an eligible school be second priority?**

Second priority schools are schools who are eligible to receive Families and Education Levy dollars to serve students most in need of academic supports, but are not currently served by a Levy funded program. These schools may or may not have applied for funding in the past, or may be newly opened schools.

##### **Is it attractive to apply with multiple community partners?**

DEEL funds a variety of program models, and the *quality* of partnerships is more important than the quantity. Some of our most successful summer programs are those that have formed partnerships between schools and community based organizations (CBOs), or where multiple CBOs come together to meet the specific needs of their community.

**Are you seeking programming that supports more than one school, or would a program that serves only one be competitive?**

Either program model would be competitive. As an applicant, it is important to detail how you will work with the school partner(s) to identify and recruit Levy Focus students to your summer program. In the work plan, we ask you to detail your existing relationship with the school(s) and include the names of specific school staff you will work with. As stated above, it is the *quality* of the relationship with school(s), not the quantity of partnerships.

**Are university partnerships allowed?**

Absolutely! We encourage applicants to be creative in thinking about partnership possibilities. Partners could include higher education, early learning, social services, private sector, industry, etc.

**Is the anticipated funding of \$1,008,555 for all 2 years or per year?**

The anticipated funding is per year. Applicants who receive funding for Summer 2018 will also receive the same level of funding in Summer 2019, dependent on program performance. There will not be a new funding round for Summer 2019.

**Will funding be available for summer learning beyond 2019?**

The Families and Education Levy was last renewed in 2011 for funding through summer 2019. This is the last RFI application and funding round of the current Levy. Voters will be asked to renew the Levy at a future date, but we do not yet know what summer learning investments will look like in the future Levy package. Regardless of design, all current providers will need to re-apply for funds.

**PROCESS AND TIMELINE**

**Do we really have to submit 5 hard copies?**

All applicants are required to submit their RFI application both electronically and with 5 hard copies. The hard copies will be used by the review panel in their evaluation of each applicant. Submitting hard copies ensures that the application will be reviewed exactly as it was submitted, with no missing content due to formatting or printing errors. It is the responsibility of the applicant to submit a complete application.

**PROGRAM REQUIREMENTS**

**Must the summer project have 120 hours of programming, or is this one of the things that is preferred, but not required?**

The summer program must provide 120 hours or more of total programming, of which 10 hours per week must be academic instruction in reading/writing, math, science or English language acquisition. Our only exception to this requirement would be for high school programs that are credit-bearing. The threshold could be lower depending on the hours required to earn high school credit.

**Can you please expand on the "academic instruction" requirements of 10 hours of academic instruction each week? Does the CBO staff have to be a licensed teacher? Is organizational experience delivering academic instruction required?**

Academic instruction provides struggling students with additional learning time during the summer to catch up with their peers, in pursuit of the goal of improving academic outcomes and eliminating achievement and opportunity gaps. All programs must provide a minimum of 10 hours per week of

academic instruction in one or more of four academic subject areas: (1) Reading/Writing, (2) Math, (3) Science, (4) English Language Acquisition.

DEEL does not provide guidance on the credentials of program staff administering academic content, and looks to the applicant to identify the best staff for their students' needs and program context. In the workplan portion of the RFI, applicants are asked to detail their plan to "employ qualified teachers" and to "recruit and hire effective staff who reflect the cultural and linguistic diversity of the school community served and have pre-existing relationships with families."

Applicants do not require prior organizational experience delivering academic instruction, but are asked to describe their "intent to advance academic achievement" of their program participants. If an organization is new to providing academic content, it would be important to detail their staff's experience in this area.

**We are a program focused on Career and Technical Education (CTE), which does not directly align with the academic focus areas of reading/writing, math, science and English language acquisition.**

High School CTE programs do not need to select one of the academic focus areas (listed in the application) as long as students are enrolled in a credit-bearing CTE course of study.

**Does the 120 hours of programming include time for lunch and transportation, or do content-delivery hours only count?**

The 120 hours includes the time from when students enter your program setting. Meal time that is a part of the regular program day would count toward the 120 hours. Students' own transportation to your program site would not count towards the 120 hours. Transportation during a program day--for example, to and from a field trip, would count towards the 120 hours.

**We are a high school program and have concerns about meeting the minimum programming requirement of 120 hours. Our high school students are more mobile so have other options to choose from (e.g. work, friends, etc.).**

We are willing to relax the 120-hour requirement for high school programs only--meaning high school programs that propose less than 120 hours will not be disqualified from application consideration--as long as students are earning high school credit for their completion of the program. High school programs will need to work directly with the school(s) that students are attending and/or the Seattle Public Schools district to determine the minimum hour requirement to earn high school credit and ensure that earned credits are recorded on each student's high school transcript.

**Does DEEL have a minimum or maximum number of students they would like applicants to serve?**

DEEL does not provide guidance on number of students to serve and recommends that applicants base their program size on their organizational capacity and the needs of the community they are planning to serve. DEEL seeks to serve as many students as we can with available funding as well as reach diverse and underserved communities with high-quality programs.

**Does DEEL have guidelines for ages of students that can use public transportation for Summer Learning participation – could students going into 9<sup>th</sup> grade be required to use public transportation to get to the program location (with the possibility of meeting and going with a program staff/intern from the bus/light rail stop)?**

We do not have guidelines for ages of students that can use public transportation for summer program participation. That is a program-level decision requiring discussion with students and families. Typically,

high school programs require students to take private or public transportation and offer bus tokens or ORCA cards, where elementary school programs provide bus or shuttle van service to and from the program to ensure student safety.

**In defining Levy Focus Students, does “not accumulating enough credits required for on-time graduation” apply to 9<sup>th</sup> graders, or just 12<sup>th</sup> graders?**

The Classes of 2018, 2019, and 2020 require a total of 21 credits to graduate from high school. Applicants can serve any grade level (grades 1-12) to support students in attaining the necessary credits. Note that beginning with the Class of 2021, students will need 24 credits to graduate from high school. (Source: [https://www.seattleschools.org/academics/graduation\\_requirements](https://www.seattleschools.org/academics/graduation_requirements))

**Does our program need to take place in a Seattle Public Schools building?**

No. Applicants should propose the program location that best meets the needs of their students, community, program structure, and organizational capacity. Programs could be located in schools, community-based facilities, museums, college campuses, etc.

**If we are running programs in a SPS building, do we need to work with SPS nutrition services to participate in the City of Seattle Summer Food Service Program? Are there any union restrictions?**

Partners operating summer programs in SPS schools can apply to be a free summer meal program site through the City of Seattle; more information [here](#). If they are accepted as a site, programs should alert and coordinate with the SPS Nutrition Services department ([nutritionservices@seattleschools.org](mailto:nutritionservices@seattleschools.org)) to determine if SPS Nutrition Services staff need to be contracted with to prepare and distribute meals.

**PERFORMANCE MEASURES**

**If a community based organization and school are partnering, how do you track the number of students that each serve?**

There should only be one RFI application submitted per partnership. If a CBO and School decide to partner together on an application, one entity must decide to be the lead applicant. For example, if the school is the lead applicant, they submit the RFI application to DEEL on behalf of the partnership. The application should detail how the partnership will function and include funding for the school and CBO in the proposed budget. The school (lead applicant) would then sub-contract with and be responsible for paying the CBO (partner organization). With regard to number of students served, the lead applicant would ultimately bear the responsibility for meeting the enrollment targets proposed in the application.

**Do pre- and post-surveys need to be implemented with fidelity?**

Yes. Applicants can also include the purchase of curriculum and/or aligned assessments into their budget if there is a particular assessment you would like to administer.

**Is there a social-emotional learning pre- or post-survey that you recommend?**

DEEL does not have a specific recommendation in this area. We encourage applicants to tap into local knowledge in this area, such as [School’s Out Washington](#) and [Youth Development Executives of King County](#).

## **BUDGET**

### **Is it possible to use DEEL funds to provide high school students a stipend for summer learning program participation?**

Applicants can offer stipends, but cannot use DEEL funds for that purpose. You can use other non-DEEL funds to pay for stipends, or use previously earned performance pay. DEEL would caution against using or budgeting for unearned performance pay since a program may not meet all of their performance targets and thus not earn all of their performance pay. In addition, the performance dollars are paid out after the summer program ends.

### **Does DEEL have guidelines for the amount budgeted per student?**

While DEEL does consider the number of students reached by our investments, we do not provide guidance on the cost per student for summer programs. Grant size varies across our programs. Some applicants use DEEL funding to supplement other sources of funding, and therefore request less from DEEL. Other applicants seek DEEL funding to start a new program from the ground up, and therefore request more. Be sure to list any in-kind contributions, outside funding, or revenue sources for your summer program in your Budget.

### **Is there a minimum or maximum amount that applicants can request for funding?**

There is not a minimum amount that applicants can request. The maximum amount available would be the dollar amount available per grade level (Elementary up to \$260,932; Middle School up to \$286,373; High School up to \$461,250).

### **Do you have a sense of how many grantees you're seeking to fund within each category?**

There is no set number of grantees that we are looking to fund. However, we aim for the investments allocated through this RFI to reach at least 300 new students across all three grade levels (elementary, middle, high school).