

Oregon Department of Education
Request for Proposals Number: ODE-1169-21
YDD Youth Community Investment Grants

Date: June 15, 2021
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Questions and Answers

- 1. Would you recommend completing some of the registration/eligibility tasks we are talking about ahead of time?**
SM Apply allows applicants to begin tasks, save and then return to the same location in the application. The first task "Eligibility to Apply. . ." may only be completed once and will not be able to be edited once completed.
- 2. Are after school programs eligible for Youth Solutions? It's listed explicitly for Youth Promise but not Solutions.**
If the Applicant is eligible to apply for the Youth Community Investment grant as per RFA SECTION 1.3 ELIGIBILITY then the Applicant is eligible to apply for any of the grant initiatives in RFA SECTION 2.3.3 SCOPE OF ACTIVITIES. However, the proposed grant program must align with the initiative description. The online application provides eligibility sections that may help the Applicant determine for which grant initiative to apply. A Grant Planning Tool has been made available on the YDD website to help Applicants determine which grant or grant initiative(s) to apply for.
- 3. Are school districts eligible to apply?**
Yes, see RFA SECTION 1.3 ELIGIBILITY for a complete list of eligibility criteria.
- 4. For service area (question 3), do we only focus on work that will be done with this funding or do we include our org's full service area?**
The service area in the application should only reflect the area(s) served by the proposed project.
- 5. Would the Youth Solutions Grant program support what might essentially be an evaluation research activity to implement and assess the effectiveness of a new approach to address youth concerns?**
An Applicant may apply if it meets the eligibility and other RFA requirements. All applications will be evaluated according to RFA SECTION 3: EVALUATION.
- 6. Can you apply to multiple initiatives?**
Yes, an Applicant may submit an Application for different initiatives.

7. If an organization has two programs that are similar in scope but serve different communities (both location and demographic population) can they apply for the same initiative?

Yes, if an Applicant has two programs that are similar in scope and serve different communities they can apply for the same initiative. The Applicant will have to demonstrate through the grant Applications how the communities served are different.

8. Can you apply for two different programs (e.g. mentoring and workforce) that serve overlapping youth, but with distinct services?

Yes, an Applicant that has two distinct programs that are serving the same youth may apply towards two different grant initiatives. The Applicant will have to demonstrate through the grant applications how the programs are distinct and align with the grant initiative they are applying towards. See RFA SECTION 2.3.3 SCOPE OF ACTIVITIES.

9. We're interested in applying for the youth workforce initiative, but for two different populations. Can we apply 2x for the same initiative?

Yes, if an Applicant has two programs that are similar in scope and serve different populations they may apply for the same initiative. The Applicant will have to demonstrate in the Application why the two different populations require two applications for the same initiative.

10. Is an agency able to apply for grant under the Youth Promise and Youth Solutions titles separately given the scopes of the proposed projects are distinct and different?

Yes, an Applicant may apply for both the Youth Promise and Youth Solutions grant opportunities.

11. How "new" does a program have to be for the youth solutions grant to be applied for? Can a program that began in the last year apply, would that be considered new enough?

The RFA provides the details and requirements of each initiative. If the Applicant's proposed services are not currently being offered (i.e. services will be offered in the future and do not currently exist), the Applicant is eligible only for Youth Solutions. If the proposed project, existing or not, is unable to collect individual level data, the Applicant is eligible only for Youth Solutions.

12. Our organization will be applying for a grant renewal. Our programs are in restorative justice. However, since these are "existing" programs and services, am I correct in assuming that I should apply under the Youth Promise initiative?

YDD grants are not renewable. A previously awarded Grantee (or not awarded Applicant) may apply for the Youth Community Investment Grants. Every biennium, the Youth Community Investments grants are reviewed, and updated, and changed, as needed. See RFA Section 2.3.3 for complete details on each initiative.

13. When you say for existing programs for the Youth Promise, does that mean currently funded by YDD grants or simply work already in progress in those listed areas?

Eligibility for Youth Promise requires that the proposed services are currently being offered (ongoing, already in progress, existing, etc.). There is not a requirement to be currently funded by YDD.

14. However, Youth Promise is for existing programs and Youth Solutions is for new programs. What if you have an existing program that does not have a method to collect individual level data?

Yes, Youth Promise Initiative is for existing programs, but Youth Solutions is not limited to new and innovative programs and services. See RFA SECTION 2.3.3 SCOPE OF ACTIVITIES for specific initiative requirements.

15. So to be able to apply for Youth Promise - you need to provide INDIVIDUAL Level Data, is this correct?

Yes. Other than the Youth Solutions Initiative, the remaining three (3) Youth Community Investment Grant Initiatives require awarded grantees to collect and report individual level data (age, gender, race, etc.).

16. In the narrative reports, will you be looking for more anecdotal evidence, like stories and quotes?

The intent of the Narrative Report is to provide a venue for telling the "story" of your program's quarterly activities and outcomes in your own words. The narrative should reflect and provide context for the information shared in the Expenditure and Data Reports.

17. Can you confirm - individual level data is "point-in-time" not longitudinal. Example - You can report on individual characteristics of someone who participates in an activity. However, you cannot follow that person over time (Example - you could not report this person graduated).

Individual level data can be both "point-in-time" (snapshot, etc.) and longitudinal (tracked over time). The project services proposed in the application and the initiative applied for will inform the specific type of data required to be reported.

18. Do you anticipate the data report will be the same or similar as the current reporting?

Yes, YDD anticipates the data report to be the same or similar to the current reporting

19. Clarify or give an example of what you mean about ability to collect individual data?

Individual level data may vary per initiative and could include, but not limited to, the following: age, gender, race, youth characteristics (Foster Youth, Youth with Disability, SNAP eligible, TANF eligible, Juvenile Justice Involved Youth, employed, etc.).

20. Can we see a sample report or a list of individual level data that would be required in such a report?

At this time individual level reporting is still being finalized. See response above for examples of individual level data.

21. Are program staff considered part of the admin costs?

Staff providing direct services to youth, supervising direct service staff, or directly involved in delivery of the services and activities described in the proposed program should have their salary and fringe allocated to Personnel Costs. Staff not involved in service delivery, or in roles that cannot be directly linked to the proposed project (e.g. executive, administrative, fiscal, human resources, and janitorial staff) should be allocated to Administrative Costs. SEE RFA ATTACHMENT D: BUDGET TEMPLATE (Category Definitions Tab).

22. When we are filling out our budget worksheet, do you want us to include the total project budget, or just the amount requested from YDD? For example, if we are requesting that YDD fund a portion of a larger project, do you want us to include that, or simply outline how the YDD funds will be expended?

The Applicant should indicate only how the YDD funds will be allocated in the proposed budget. The Applicant may leverage other resources in the application; however, the Applicant is not required to provide an organizational or total project budget that includes other funding sources. See RFA ATTACHMENT D: BUDGET TEMPLATE.

23. If you are applying for a Youth Solutions grant, do you need to begin project activities on July 1, 2021 in order to be reimbursed for them upon award? Or, can project activities begin after intent to award has been communicated?

No, program activities are not required to begin prior to an executed grant agreement. Applicants are not eligible to receive funds until they have agreed to adhere to terms and conditions of an executed grant agreement. See RFA ATTACHMENT A: SAMPLE GRANT AGREEMENT.

24. Requests for reimbursement - if we start billing monthly would we need to continue billing monthly?

Grantees have the option to submit monthly funding requests, but Quarterly Reporting is required. See RFA SECTION 2.3.3.2 QUARTERLY REPORT REQUIREMENTS and ATTACHMENT A: SAMPLE GRANT AGREEMENT, SECTION VII DISBURSEMENT PROVISIONS.

25. Can these grants be used for staffing?

Yes. The Applicant should read and understand the budget definitions on Proposed Budget Workbook. See RFA ATTACHMENT D: BUDGET TEMPLATE.

26. If we are requesting funds to attend a professional development conference, do we need to follow the federal per diem rates for lodging and meals (<https://www.gsa.gov/travel/plan-book/per-diem-rates>)?

Grantees should follow internal policies; however, when using federal funds, the amounts charged may not exceed federal limits. Following is the GSA website link which provides per diem information per state: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

27. If Youth Violence and Gang Prevention award is not included in regional ranking, how are you determining awards for this grant?

See RFA SECTION 3.4 RANKING OF APPLICANTS. YDD intends to award the highest scoring grant application in each region. All grant initiatives, except the Youth Violence and Gang Prevention applications, will be assigned to a region for grant award.

28. Will there only be one grant allocated per region to the highest scoring bidder?

See RFA SECTION 3.4 RANKING OF APPLICANTS. YDD intends to award the highest scoring grant application in each region. All grant initiatives, except the Youth Violence and Gang Prevention applications, will be assigned to a region for grant award.

- 29. Are regional awards by type of grant or is it one type of grant will be awarded per region?**
See RFA SECTION 3.4 RANKING OF APPLICANTS. YDD intends to award the highest scoring grant application in each region. All grant initiatives, except the Youth Violence and Gang Prevention applications, will be assigned to a region for grant award.
- 30. Is it each type of grant (ie Youth Solutions, Youth promise, etc) awarded per region or just one of those per region?**
See RFA SECTION 3.4 RANKING OF APPLICANTS. YDD intends to award the highest scoring grant application in each region. All grant initiatives, except the Youth Violence and Gang Prevention applications, will be assigned to a region for grant award.
- 31. Our ESD is located in a region where another ESD exists. Both of our ESDs have an interest in proposing a grant for the same service, to support school-wide implementation of restorative practices. Is it permissible for two entities to apply for separate grants with the same goals, or should we create a resource sharing agreement, and combine grants?**
Yes, two Education Service Districts (ESDs) may propose a similar grant application within a single region. In addition, One ESD may partner with another ESD (or another entity) and apply for a singular grant serving a larger population within one (1) region; however, the grant will only be awarded to the lead Applicant.
- 32. For which region would we be "in"?**
Applicants will be placed in the region according to the business address. If the Applicant's service address is different from the business address which is also in a different region (e.g. Polk County versus Marion County), the Applicant may petition to be placed in another region. RFA SECTION 3.4.1 and SECTION 3.4.3 for more details.
- 33. Our program would cover counties in the North Central area, and two counties in Greater Eastern (Wheeler and Gilliam). Would we need to complete a request to change SPC?**
Maybe. If the Applicant's service address and region is different from the business address and region, the Applicant may request a "change in region". If the Applicant has programming in the region as the business address and also has program activities in other regions, the Applicant may or may not want to change the region; however, that is a business decision. A factor to consider is the concentration of program activities. RFA SECTION 3.4.2 REQUEST TO CHANGE REGION for more details.
- 34. Where do we specify which region we're "assigned" to, especially if we work in multiple regions. Is that in question 3?**
Regions are determined by an Applicant's business address. If program services are being delivered in a different region, applicants can submit a request to change regions. See RFA SECTIONS 3.3.3, 3.4, 3.4.1 and 3.4.2 for details.
- 35. FYI - Having to fill in the questions before we can advance to the next screen makes us fill in "fake" answers to ensure we are capturing everything in our text document. It does make the grant writing harder.**
All grant questions are listed in RFA ATTACHMENT B: APPLICATION and answers to those questions can be copied and pasted into the SM Apply online application.

36. The system made us mark eligibility as complete before we could move to the other questions.

Yes, questions must be answered in one section before the screen advances to the next section. HINT: The Applicant can enter some text in response to each question in one section then move forward to the next section. Once you complete the initial responses in all sections, you may return to all sections and modify, as needed. Keep in mind that in doing so, you may run the risk of submitting an incomplete grant application. Review all responses for completeness before final submission.

37. Is there a way to get a list of all of the questions for each initiative? It is not efficient for us to work back and forth between the RFA online and a word document. We complete all the questions, review and edit and then copy and paste the narrative into the online form.

RFA ATTCHMENT B: SAMPLE APPLICATION lists all the questions that will be asked in SM Apply.

38. Is there a place within the application to upload letters of support? If so, how will support letters impact scoring? Thank you for the wonderful presentation!

Yes, there is a question about Partnerships in the RFA; however, uploading letters of support is optional and not required. Letters of support will not be evaluated or scored. See RFA SECTION 3.2.6 for more details.

39. Are the available funds equally distributed amongst the initiative areas or are you awarding based on the overall strength of applications?

Actual grant funds per initiative will be determined at a later date, pending legislative budget approval.

40. How will funding be allocated among the 4 categories (Promise, Workforce, Solutions & Violence and Gang Prevention)? Will a certain number of applications be funded in each category?

See response to Question #39.

41. Do the narrative questions change based on which of the 4 categories is being applied under? For example - are the narrative questions slightly different for Youth Promise than for Youth Workforce?

No, the questions from the Narrative Report are general and will be used for all initiatives.

42. Is there a way to see who the winning Grantees are?

Yes, Intent to Award list of Applicants will be posted on our website. Date to be determined.

43. Do we need to enter a bid in Oregon Buys for this RFP?

ODE is currently not using Oregon Buys for Grant Opportunities. As stated in the RFA, all entities must submit the application(s) via SM Apply. See RFA SECTION 2.4.4 APPLICATION DUE DATE for details.

44. I note that Public Benefit Corporations are able to apply for these grants. Has YDD had many applicants that are PBCs? Are there any differences you might envision in your application that may be different for a PBC from your other, more typical applicants?

The YDD has not tabulated counts of the types of organizations that have been awarded grants. Eligible organizations are determined by statute and rule. The application questions are not specific to organization type.

45. Will YDD be limiting the number of grants awarded in a geographic region?

No, YDD will not be limiting the number of grants awarded per geographic region.

46. What is the prior name of the program that is now called Youth Solutions -- to allow for an analysis of similar grantees from prior years?

Two biennia ago, the YDD had a stand-alone grant called a Youth and Innovation grant. The Youth Solutions initiative is a different iteration of that previous grant.

47. Is there a link for the presentation available?

Yes, the recording of the information session is posted on the YDD website.

48. Can you talk more about the workplan expectations once a grant is awarded?

The purpose of the Workplan is to meet with YDD Grant Manager to review and discuss the grant Application and grant award expectations (e.g. reporting, funding requests, etc.) RFA ATTACHMENT G contains the Sample Workplan, which can be downloaded from the YDD website.

49. I did not see a sample workplan in the attachments on the site. Are you able to provide that?

The Sample Workplan can be downloaded from the YDD website. See RFA ATTACHMENT G: SAMPLE WORKPLAN.