Reengagement Opportunity Grant RFA

Information Webinar: June 3, 2021

Youth Development Division

Thank you for joining us today.

The presentation will begin momentarily.

Please Note: During this informational webinar:

- All participants have been muted and video function is disabled.
- The presentation is being recorded and will be posted online.
- Chat function will be monitored throughout the presentation, so please utilize this function should you need anything or have questions.

Youth Development Division

2021-2023
Reengagement Opportunity Grant
Request for Application Webinar

Youth Grants Team		Brian Detman YDD Director	Cord Bueker Acting Chief of Staff	Noemi Rios Procurement Specialist
Molly Burns Reengagement Grants Manager	Bill Hansell Youth Policy Analyst	Abraham Magaña Community Grants Manager	Paul Sell Reengagement System Manager	Jarrod Shaw Workforce Grants Manager

Statements and responses to questions addressed during the presentation are considered nonbinding until published in the Official Question/Answer Document as part of this RFA. Please refer the published RFA and supplemental documents for official RFA information and Responses. RFA Documents are available at https://www.oregon.gov/youthdevelopmentdivision

During this informational webinar:

Youth Development Division

- All participants have been muted.
- Please enter any questions or comments into the Question Box on your screen.
  - Questions will be monitored and addressed throughout the presentation.
  - Please note, some questions may require follow-up, and a response will be provided in the published Q and A document to come as part of the RFA process.
- Screen shots of application materials are in an outlined text box.

Youth Development Division

YDC/YDD
Mission, Vision & Values

VISION

All of Oregon's youth have the opportunity to thrive and achieve their full potential.

MISSION

YDC/YDD aligns systems and invests in communities to ensure equitable and effective services for youth ages 6 through 24. Throughout Oregon and Tribal Nations, we support educational and career success, disrupt youth crime and violence, and affirm youth strengths and safety.

VALUES

Equitable access | Equal opportunity | Youth-centered approaches & results

Inclusion | Innovation

Youth Development Division

Youth Development Council & Youth Development Division

The **Youth Development Division** (YDD) is a state agency that carries out work under the strategic direction of the Youth Development Council (YDC). YDC/YDD initiatives include:

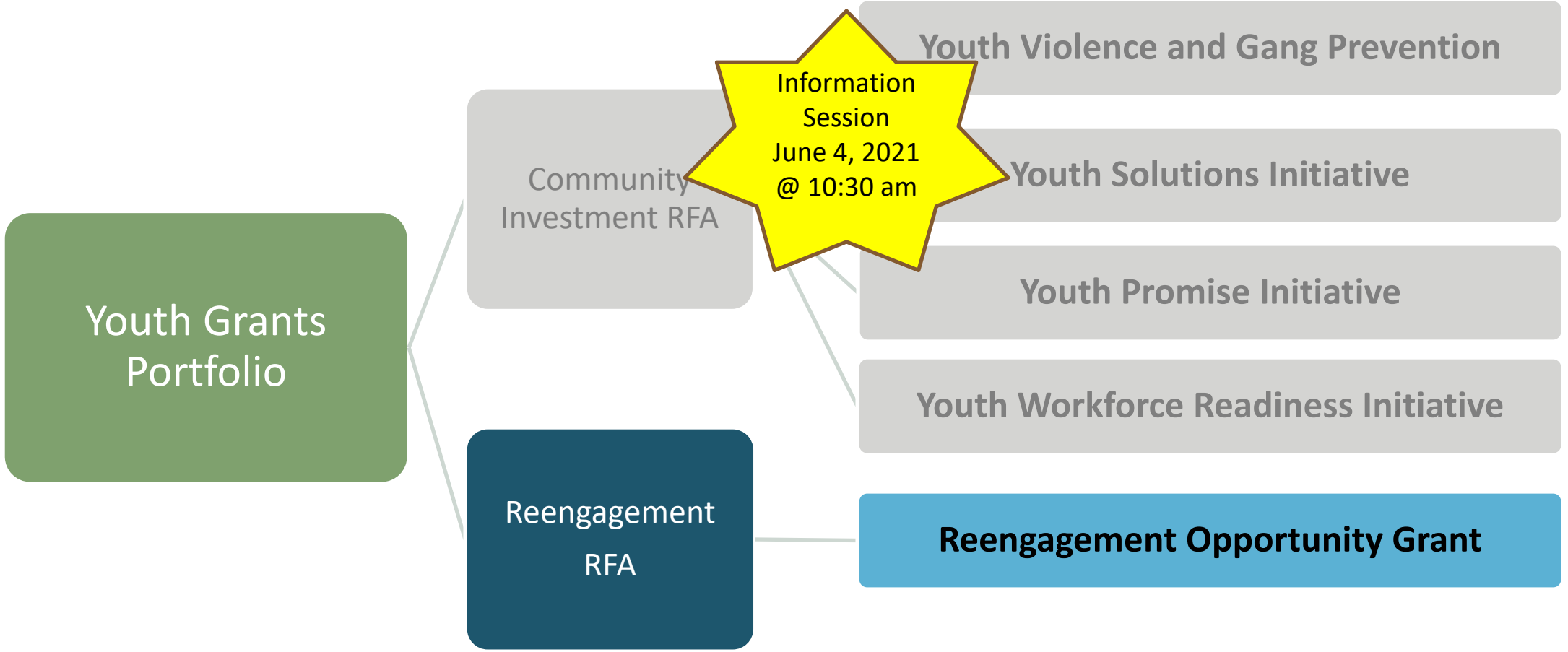
- Community Investment and Reengagement grant-making to youth development programs
- Juvenile Crime Prevention grant-making to counties and tribal governments
- Compliance monitoring for juvenile protections under the JJDPA
- Implementation of a youth reengagement system, as part of the Student Success Act

Funding Priorities

- Identify and Remove System Barriers and Gaps
- Reduce Disparities and Achieve Equitable Outcomes
- Build Assets, Protective Factors and Strength-based Practices for Youth
- Engage, Reengage, and Advance Youth Learners
- Prevent and Disrupt Crime and Violence and Promote Youth Safety

Youth Development Division

Youth Grants Portfolio



Burning Questions

1. **When does the RFA application window close?**
   - *Tuesday, July 13, 2021 @ 1pm.*
2. **Can my organization submit more than one application?**
   - *Organizations may submit multiple applications for each RFA and Grant Initiative.*
   - *Successful applicants will be required to document how multiple grants serve different programmatic and participant needs.*
3. **What is required to submit the first claim for this grant?**
   - *An executed grant agreement*
   - *All EGMS processing and approvals complete*
   - *Approved Work Plan*
4. **When will expenditures be reimbursable back to?**
   - *YDD's intent is to reimburse grant costs from July 1, 2021, pending YDC approval in June.*
5. **How do organizations receive funds for YDD Grant Funds?**
   - *YDD Grants are mainly reimbursement based. Grantees may submit Reimbursement Requests on a monthly basis*
   - *Up to 25% of total grant award may be requested for initial funding as part of the Reengagement Opportunity Grant.*
6. **I have other questions, how do I ask them ?**
   - **During presentation:** *Please add in chat box. We will informally address the ones we can during the presentation.*
   - **After presentation:** *All questions must be sent to the Single Point of Contact (SPC) as instructed in the RFA.*
   - ***Official responses to questions from this presentation and/or submitted to SPC will be published on or around July 2, 2021.***

Youth Development Division

Reengagement Opportunity Grants (ROG)

Age Range:	Award Range:
14-21	$20,000 - $240,000

Purpose: (RFA 1.1)

Reengagement Opportunity Grants ("ROG") serve local communities to reengage youth ages 14-21 who left high school, or are at risk of leaving, before earning a high school diploma or its equivalent in education with the goal of assisting youth to achieve a high school diploma or obtain their General Educational Development (GED) credential.

Goals: (RFA 2.3.2)

- Reconnection to education with supports.
- High school completion with supports.
- Strengthened and supported career pathways and post-secondary education and training.
- Collaboration networks.

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Reengagement Opportunity Grants (ROG)

Age Range:	Award Range:
14-21	$20,000 - $240,000

Scope of Activity: (RFA 2.4)

Through both direct services and partnership(s), the Applicant must implement the proposed Reengagement Services while ensuring access to Educational Services for high school completion.

2.4.1 Required Reengagement Services

2.4.2 Reengagement Partner

2.4.3 High School Completion Educational Services

2.4.4 Participant Verification Requirements

2.4.5 Quarterly Report Requirements

2.4.6 Communication and Collaboration

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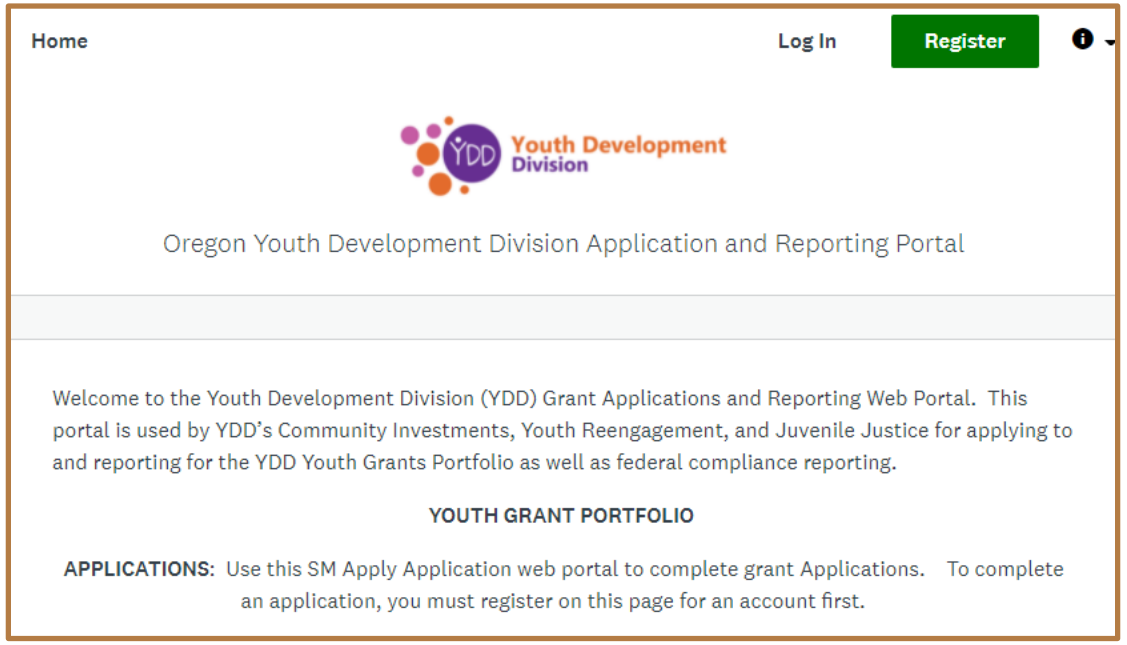
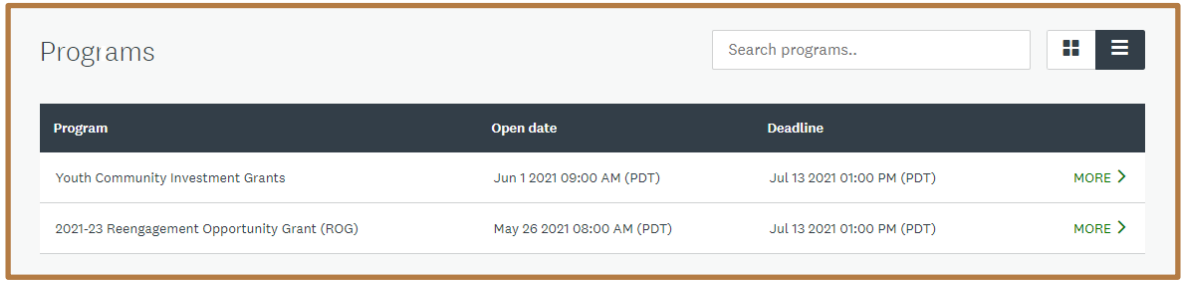
Online Application Web Portal (SM Apply)

Application Submission (RFA 3.1.2)

- The Agency's Application is found on the SM Apply application web portal ("SM Apply").
- SM Apply website address: https://oregonyouth.smapply.io





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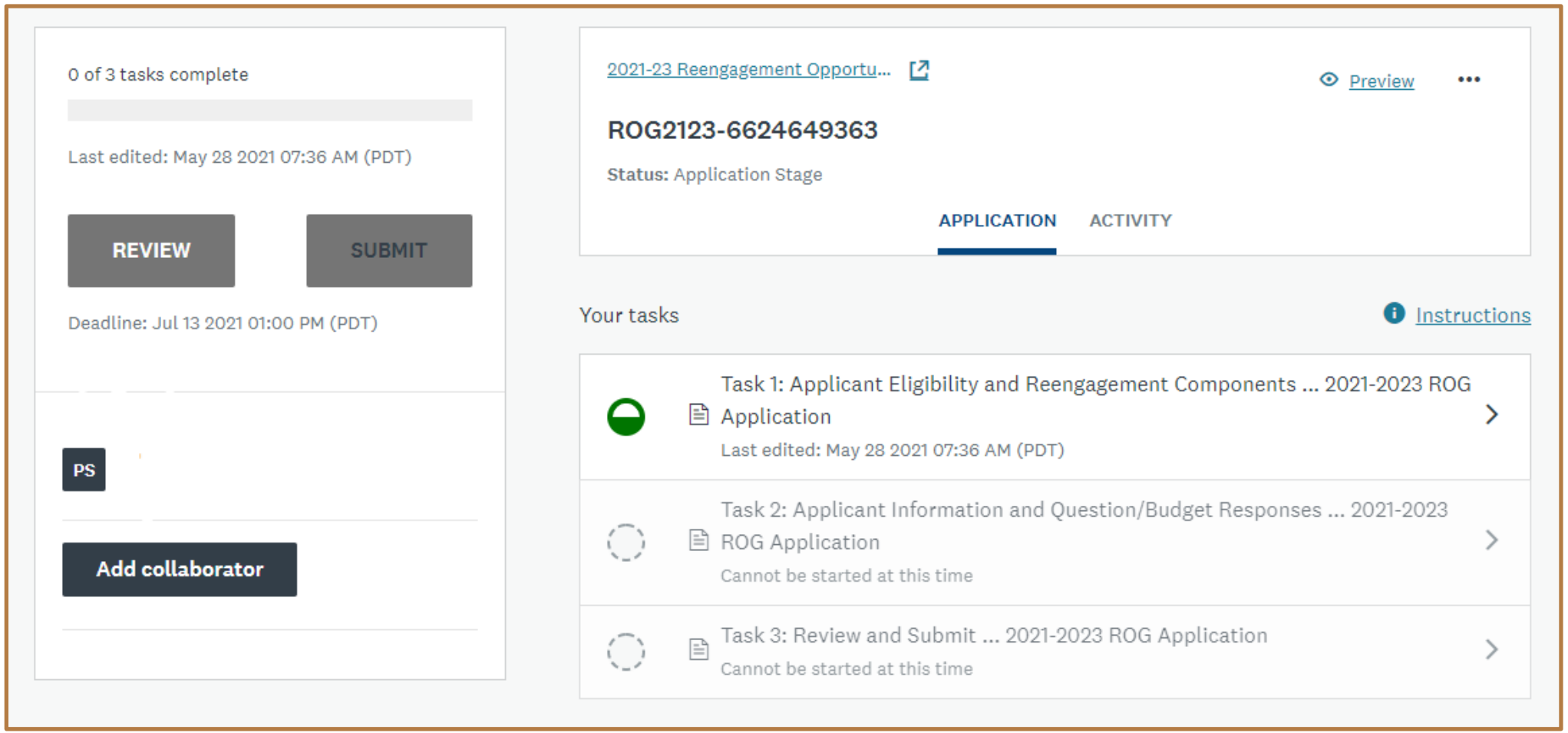
SM Apply Application Screen



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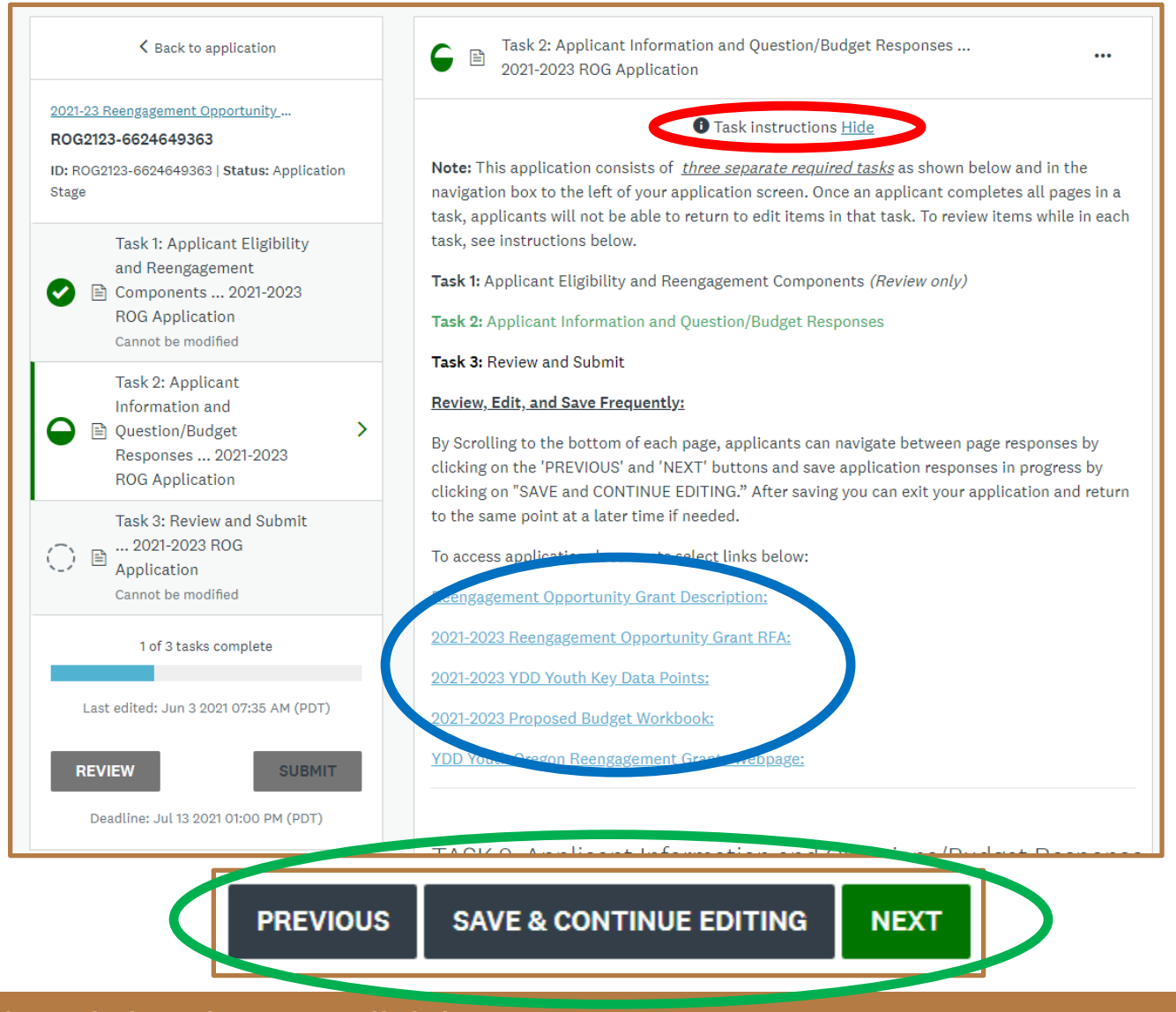
SM Apply

- Save regularly.
- “Next” will not work if a required task is not complete, the format is incorrect, and/or a response is over word count.
- Task Instructions appear at the top of each screen. Click “Hide” to hide instructions on the screen. Click “Show” to reopen instructions.
- Links in SM Apply are indicated by blue underlined text.



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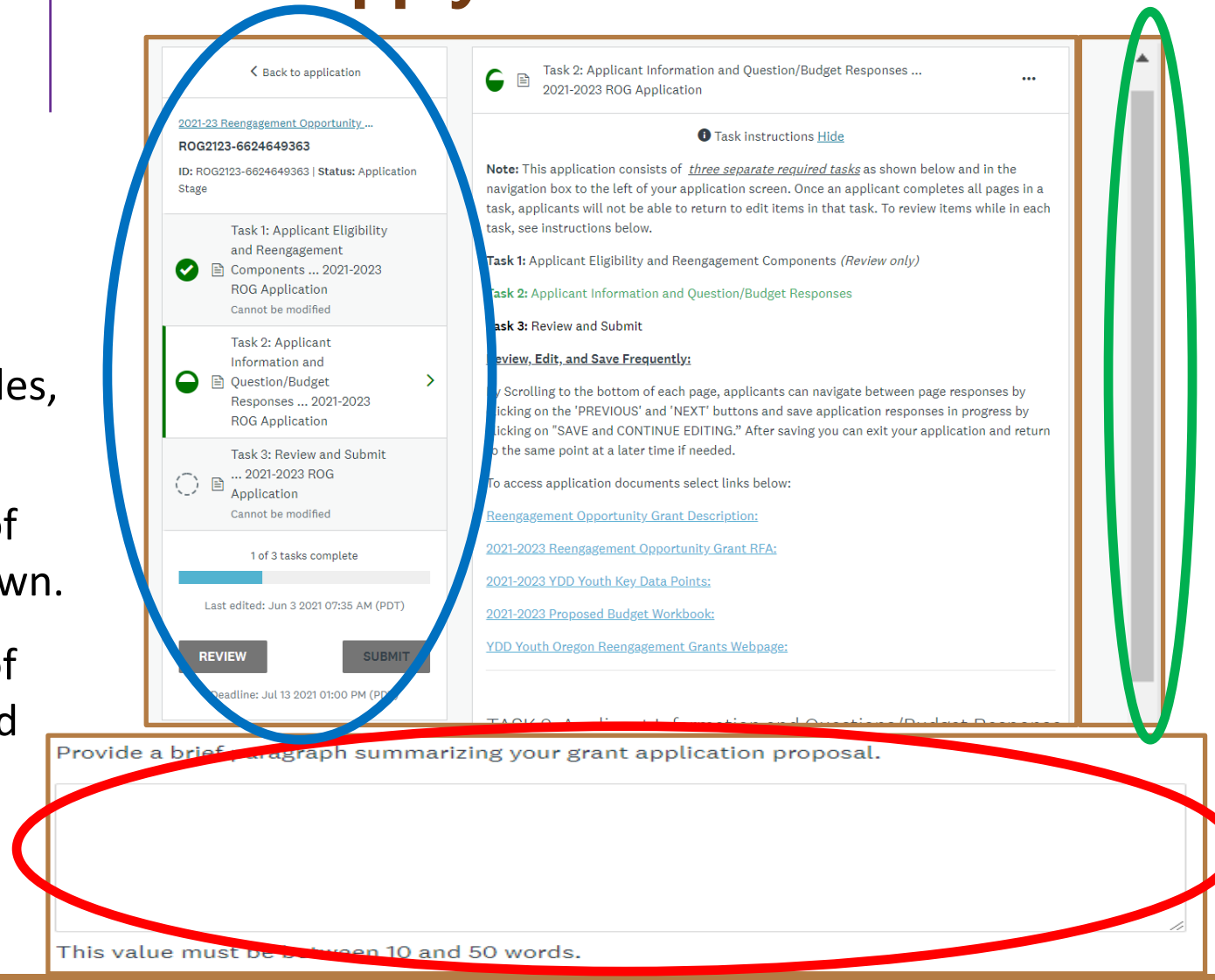
SM Apply

- Using copy/paste allows responses to be drafted/edited prior to entering into SM Apply
  - Use plain text only (no graphics, tables, or pictures)
- Use the scroll function at the right side of your screen, to move window up and down.
- Use Navigation Box on the top left side of the screen to navigate between tasks and submit application.



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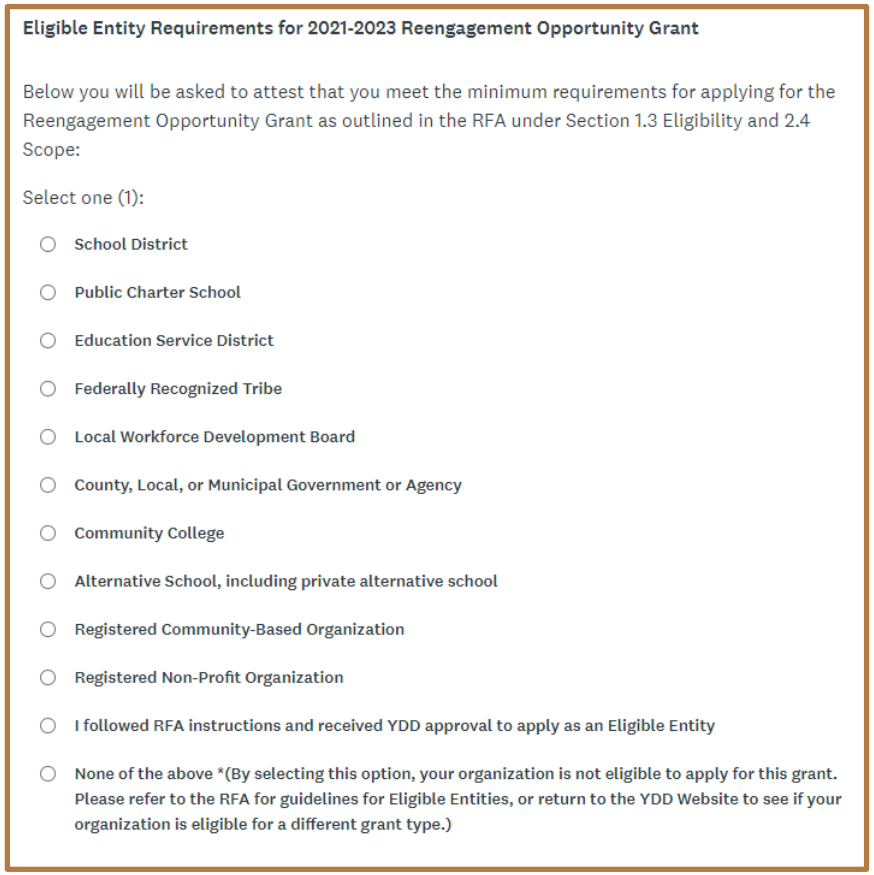
Applicant Eligibility Task 1:

Eligibility (RFA 1.3)

- To be eligible for a Grant under this RFA, Applicants must be one of the following
  - School district
  - Public charter school
  - Educational Service Districts
  - Federally recognized Tribes
  - Local Workforce Development Boards
  - County and Municipal Governments and Agencies
  - Community Colleges
  - Alternative Schools (including private alternative schools)
  - Community-Based Organizations
  - Non-Profit Organizations
  - Received YDD approval to apply (see RFA for more details)



Eligible Entity Requirements for 2021-2023 Reengagement Opportunity Grant

Below you will be asked to attest that you meet the minimum requirements for applying for the Reengagement Opportunity Grant as outlined in the RFA under Section 1.3 Eligibility and 2.4 Scope:

Select one (1):

- ○ School District
- ○ Public Charter School
- ○ Education Service District
- ○ Federally Recognized Tribe
- ○ Local Workforce Development Board
- ○ County, Local, or Municipal Government or Agency
- ○ Community College
- ○ Alternative School, including private alternative school
- ○ Registered Community-Based Organization
- ○ Registered Non-Profit Organization
- ○ I followed RFA instructions and received YDD approval to apply as an Eligible Entity
- ○ None of the above *(By selecting this option, your organization is not eligible to apply for this grant. Please refer to the RFA for guidelines for Eligible Entities, or return to the YDD Website to see if your organization is eligible for a different grant type.)

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Eligible Youth Task 1:

Eligible Youth (RFA 2.2 & 3.2.4)

"Eligible Youth" is a youth eligible to participate in the proposed Reengagement Program by meeting at least one (1) of the following criteria.

Youth ages 14-21 who are defined as a dropout under ORS 339.505, and not exempt from attending public school under ORS 339.030	
Youth ages 14-21 who are referred by any of the following: Oregon Youth Authority, Department of Human Services, juvenile court judges, county juvenile departments, Federally Recognized Tribes (or agency thereof), school districts, or education service districts	
Youth ages 14-21 who are not enrolled in school, and have not earned a high school diploma or GED	
Youth ages 16-21 who are enrolled in a public high school, initially enrolled in high school one or more years prior, and have earned 3 or more credits fewer than the expected number of credits to be earned based on the duration of enrollment	

Dropdown Menu:

Serves
Will not serve
Unknown

Short Response:

Describe how you will verify the eligibility of Youth participating in your Reengagement Services (50-word limit)

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Required Reengagement Services Task 1:

Required Reengagement Services (RFA 2.4.1)

A successful Applicant will be required to provide one or more of the following Reengagement Services:

Outreach Services	---
Educational Services	---
One-on-one academic and career coaching, and/or case management	---
College and Career Services	---
Supportive Services	---
Ongoing (follow-up) Services	---

Dropdown Menu:

Applicant
Reengagement Partner
Not a Planned Service

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High School Completion Education Services Task 1:

<u>High School Completion Educational Services</u> (RFA 2.4.3 2.4.1)

A successful Applicant must either directly provide or ensure that youth have access through a partnership to the Educational Services.

<u>Educational Services include</u>:

- Credit-bearing, diploma-track high school education
- Academic remediation
- Credit recovery
- GED Options and other GED preparation and testing
- Post-Secondary Access

<u>Short Response:</u>

Describe how the high school completion programming will be accessible to Reengagement Youth. (50-word limit)

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Reengagement Partner Task 1:

Reengagement Partner (RFA 2.4.2 & 2.2)

A successful Applicant must identify and collaborate with at least one Reengagement Partner who will aid in providing one or more of the Reengagement Services.

- A "**Reengagement Partner**" is an entity that collaborates with the Applicant to deliver the Reengagement Services
- A signed MOU or a signed Letter of Intent to Partner required at application
- Section 2.4.2 in RFA provides examples of a Reengagement Partner.

Short Response:

Describe the role of your Reengagement Partner … (50-word limit)

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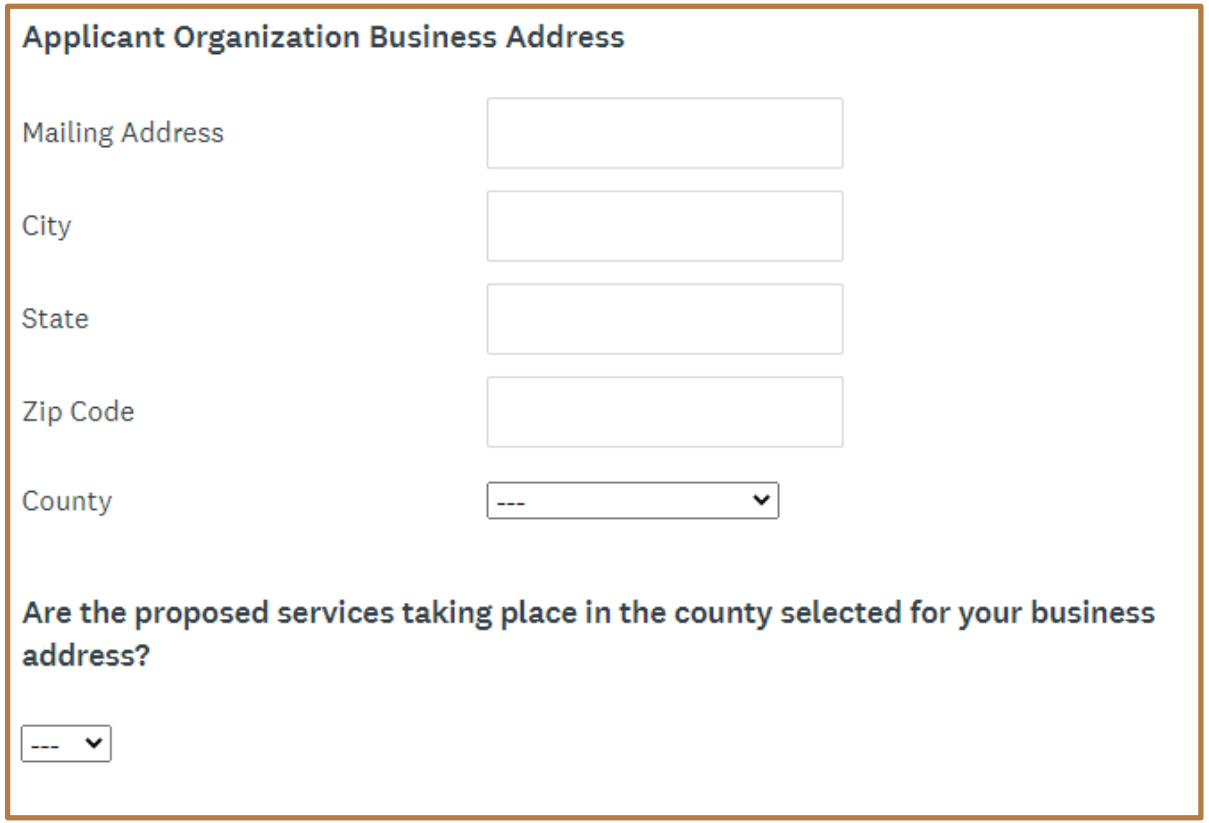
Task 2: Applicant Information and Questions/Budget Response

Organization Information:

- Business Address
- Service Address
- County/Counties Served

Program Personnel Information:

- Executive Director
- Program Manager
- Fiscal Manager
- Primary Application Contact



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Evaluation Items Task 2:

Application Narrative (3.2.1 RFA)

- Applicant must complete and submit a response to all six (6) questions and all sub-bullets in the questions.
- The individual responses must not exceed the word count limitation as noted for each question.
- Applicant should use definitive verbs in the Application Narrative to describe what Applicant "will" do rather than aspirational verbs such as "hopes", "expects", "intends", "plans", or similar verbs that do not express a firm commitment to undertake a specific action.

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Evaluation Items Task 2:

Evaluation Items: (3.2.1 RFA)

- Evaluation Item 1: Youth Population (400 word limit, 80 points)
- Evaluation Item 2: Program Services and Activities (500 word limit, 100 points)
- Evaluation Item 3: Service Area (300 word limit, 40 points)
- Evaluation Item 4: Equity and Voice (400 word limit, 80 points)
- Evaluation Item 5: Reengagement Partnerships (350 word limit, 60 points)
  - ❖ Upload required (MOU or Letter of Intent to Partner)
- Evaluation Item 6: Organization Description (300 word limit, 40 points)

Evaluation Item Example Task 2:

Youth Development Division

Evaluation Item 1: Youth Population

Youth Population as it pertains to the Reengagement Opportunity Grant. (400 word limit)

- Describe the population of Eligible Youth who will participate in this proposed Reengagement Program. Include demographics, age range served, and any other information that describes the population served.
- Identify factors or characteristics that create barriers to positive educational and/or career outcomes, or otherwise impact the well-being of the youth served by this program. Provide information and data specific to population and/or community to be served, including disparity data. The 2021-23 YDD Youth Grants Key Data Points Chart (Attachment F) can be referenced as a cited source to describe the disparities that Applicant proposes to address.

Note: You can click and drag bottom right hand corner of text box to make text box bigger.

Projected Outcomes Task 2:

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Projected Outcomes

The YDD has identified a set of Key Performance Measures (KPM) for Reengagement Programs. The Applicant's Work Plan must reflect strategies, and actions aligned with these targets. Complete the following chart with the projected number of youth served by proposed programming for the two (2) year Grant period; or write "NA" (not applicable) where Reengagement Program or Reengagement Partner will not provide the service under this Grant proposal.

KPMs	Number of Youth Served Provided by Applicant Directly	Number of Youth Served Provided by Applicant's Reengagement Partner
1. Number of youth to be contacted by or referred to Reengagement Program		
2. Number of contacted Eligible Youth who will enroll in the Reengagement Program		
3. Number of Eligible Youth who will stay enrolled for the duration of one or more quarters or until completion		
4. Number of Eligible Youth who will receive one-on-one coaching, mentoring, or case management		

Budget Category Definitions Task 2:

Youth Development Division

2021-2023 YDD Youth Grants Portfolio
Budget Category Definitions

CATEGORY	DEFINITION
Personnel	Salaries, wages and benefits for in-house staff performing work directly connected with the proposed project. Includes direct services, supervision of direct service delivery, and staff involved in data collection and reporting to YDD.
Operating	Costs for program operations, not including materials, supplies, equipment, licenses and other fees. Should include rent, utilities, and other costs associated with the worksite.
Supplies & Materials	Includes all consumable materials required for program delivery. This may include office supplies; postage; printing; course materials and curriculum, including online class licensing; training, worksite, and safety materials; and other service-related costs and items with a unit value under $250.
Equipment	Includes computers, printers, and other devices that will be used for program delivery, and other non-consumable items with a useable life of one year or more, and/or a per unit value of $250 or greater.
Travel & Transportation	Costs for staff travel and transportation of program participants, including fuel, vehicle rental, and transit costs associated with service delivery and youth transportation.
Direct Support & Assistance to Youth	All direct assistance and supports provided to participants. Includes transportation assistance including bus passes, taxi vouchers, and fuel cards; GED materials and assessments; clothing; work equipment; license and certification costs; post-secondary; tuition assistance; and incentives.
Professional Development & Training	Includes staff training, certifications, and other professional development activities. Any training offered by an outside entity that also includes participants is considered a program service, and should be included in the "Professional Services & Fees" category.
Start-Up Funds	Funds available upon request at the beginning of the biennial grant cycle, contingent on an Executed Grant Agreement and fund availability in EGMS. Funds may be claimed within any of the overall budget categories, and up to 25% of a applicants total budget.
Administrative Costs	Administrative and overhead costs not directly associated with program service delivery. Example: executive leadership, reception staffing, fiscal services and payroll processing.

Budget Template Task 2:

Youth Development Division

Grant Budget 2021-23 Biennium

Grant Manager:
Name
Number
Email

Organization	Name
SMA #	TBD
Sub Grant #	TBD

AMOUNT REQUESTED	$36.00

Direct Services	
Budget Category	**Allocation Amount**
Personnel	$1.00
Operating	$2.00
Supplies & Materials	$3.00
Equipment	$4.00
Travel & Transportation	$5.00
Direct Support & Assistance to Youth	$6.00
Professional Development & Training	$7.00
Direct Services Total:	$28.00

Grantee Administrative Costs	$8.00	22.22%

Note:
1. Administrative Costs may not exceed 15% of the total budget or your Federally Negotiated Indirect Rate, whichever is more.
2. Please note that if the Federally Negotiated Indirect Rate exceeds 15%, documentation will be required and the box calculating the percentage will remain red.

TOTAL BUDGET	$36.00

Start-up Budget Task 2:

Youth Development Division

AMOUNT REQUESTED	$36.00

Direct Services	
Budget Category	**Allocation Amount**
Personnel	$1.00
Operating	$2.00
Supplies & Materials	$3.00
Equipment	$4.00
Travel & Transportation	$5.00
Direct Support & Assistance to Youth	$6.00
Professional Development & Training	$7.00
Direct Services Total:	$28.00

Grantee Administrative Costs	$8.00	22.22%

TOTAL BUDGET	$36.00

Requested Start-Up Budget	$9.00	25.00%

Note:
1. Start-Up Costs are a part of the total amount of grant funds being requested and may not exceed 25% of the total budget.
2. If electing to use Start-Up funds enter amount of total to be requested.
3. Start-Up Costs entered here are a portion of the Direct Service and Administrative costs entered in the corresponding line items above.

Budget Narrative Task 2:

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2021-2023 Biennial Budget Narrative (300 word limit)

The budget narrative explains or justifies the estimated costs by line item or category in the budget. Proper budget narratives should explain how the costs associated with each line item or category relate to the implementation of the program and or services as outlined in the proposal being submitted. Include how equity, diversity, and inclusion are reflected in your budget.

Narratives should be written in such a way that someone not specifically familiar with the project can conceptually understand the rationale, purpose, and calculation of the anticipated costs identified.

At a minimum, the budget narrative must include the following elements:

- Description of how each budget line item was determined;
- Identification of roles and responsibilities for any staff funded by the Grant; and
- Explanation of increased need if budget reflects a request of more than $3,000 per estimated youth to be served.

Click here for a Budget Narrative Example

Review and Submit Task 3:

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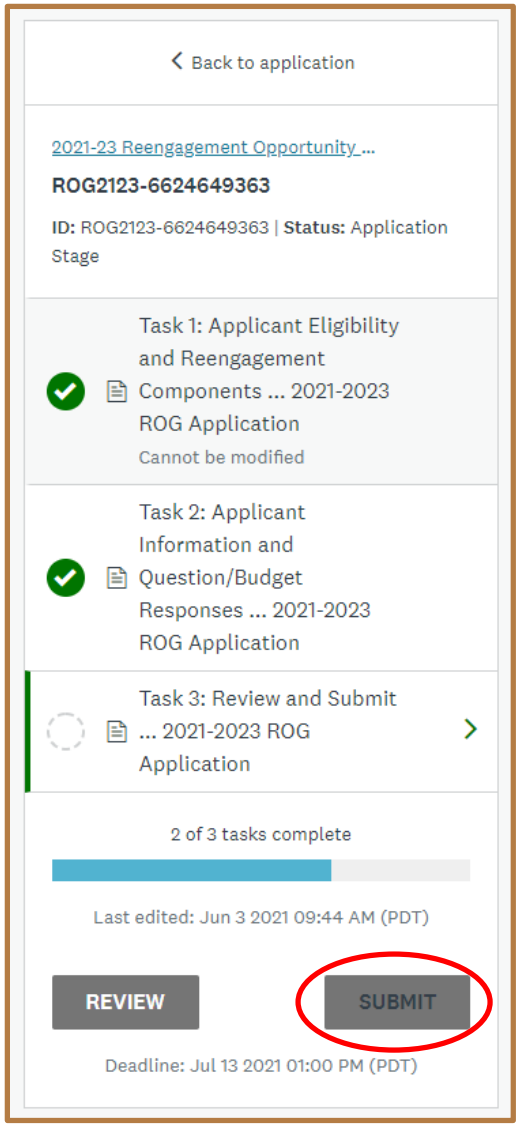

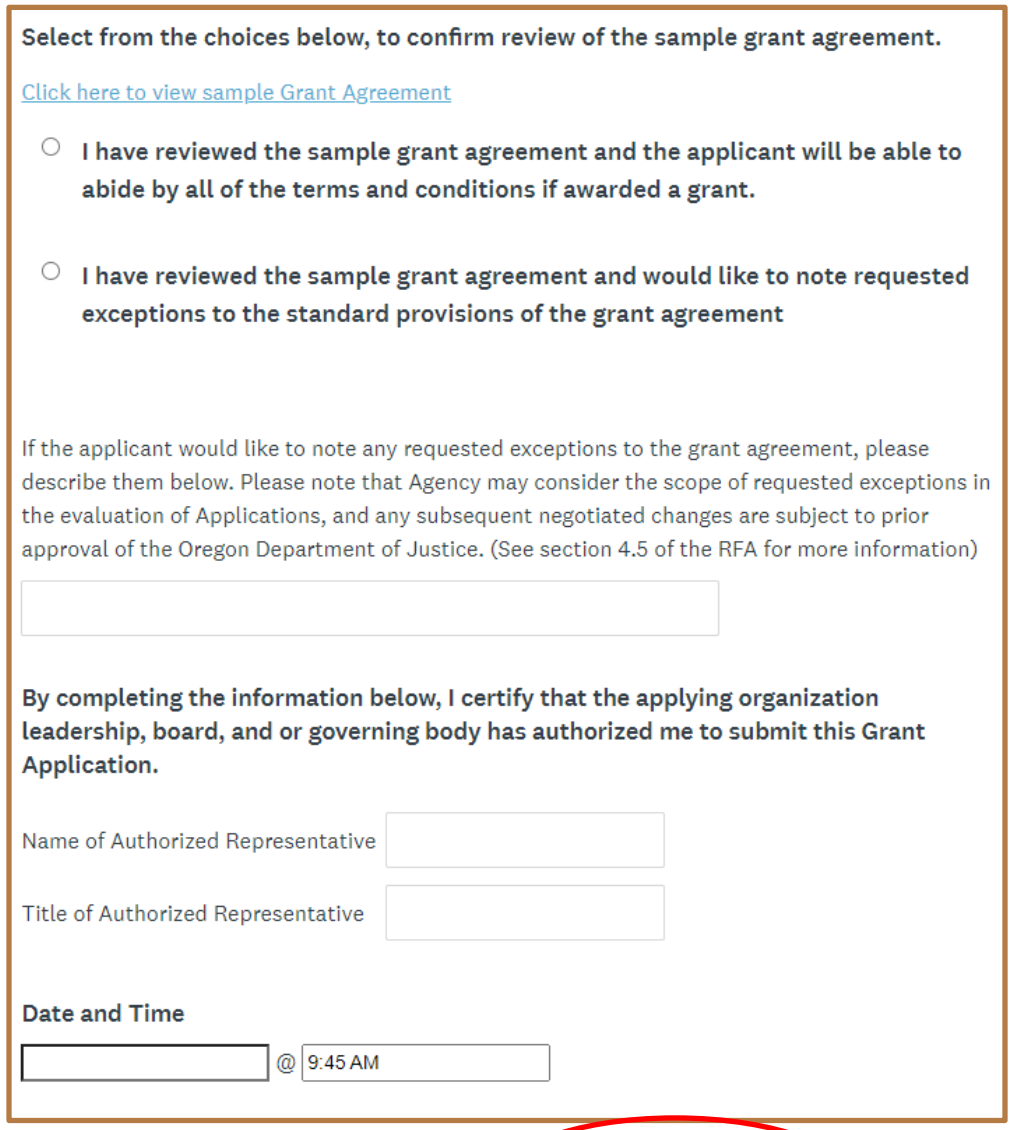

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Score Calculation

Scoring of Applications (4.3 RFA)

Example of Evaluator scores:

Evaluation Item	*Score (0-4 possible)*	*Weight*	*Points*
1 Youth Population	3	.20	60
2 Program Services and Activities	3	.25	75
3 Service Area	3	.10	30
4 Equity and Voice	2	.20	40
5 Reengagement Partnerships	2	.15	30
6 Organization Description	3	.10	30
Total Points			265

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Applicants Ranking

Ranking of Applications (4.4 RFA)

- The final Application score is the average score, determined by the sum of all evaluators' weighted scores divided by total number of evaluators per Application.
- Grant funds will be awarded to Applicants in a two-step process as described below:
  - Step 1: Highest scored Application that meets the minimum score requirement per region (11 regions total)
  - Step 2: The remaining Applications will then collectively be ranked highest scored to lowest scored. Grants will be awarded starting from the highest score

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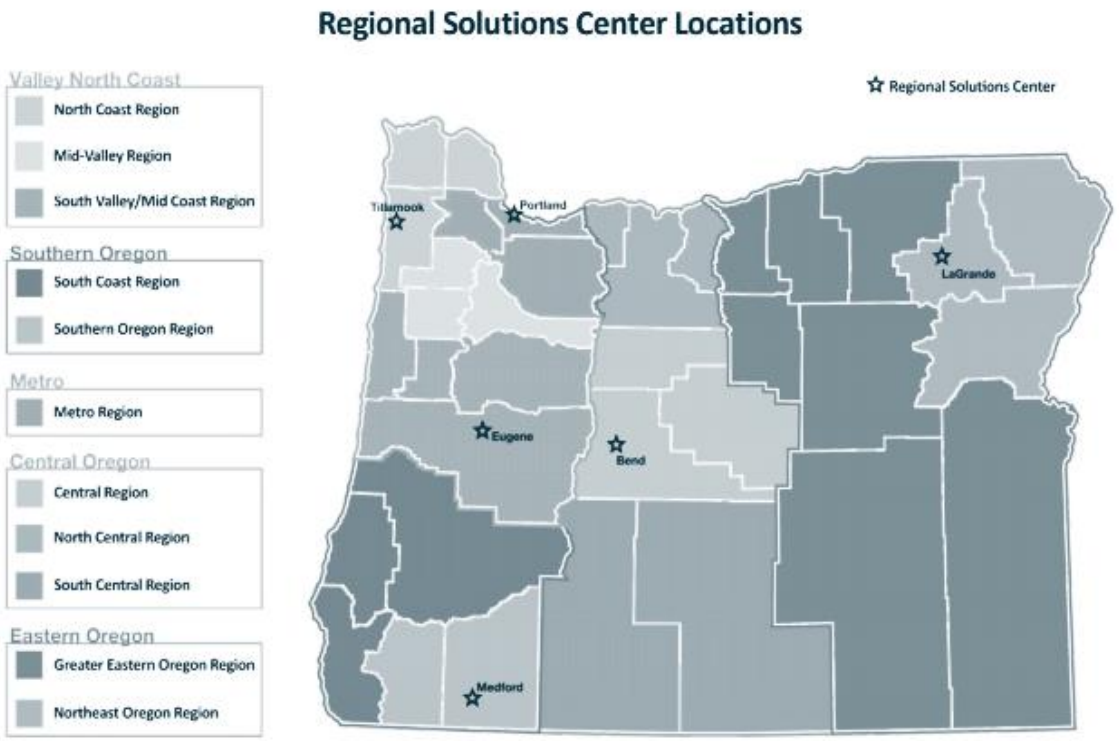
YDD Youth Grants Geographic Assignment



Regional Assignment of Applications (4.4.1 RFA)

- Assigned based on Applicant's established business address
- If an Applicant's business address is in a different region than its service location,
  - Applicant may submit supporting documentation to the SPC for Agency as outlined in 4.4.1.1
  - Request to change region must be received by no later than close of RFA.

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Service Address Task 2:

Are the proposed services taking place in the county selected for your business address?

No

PLEASE SELECT County(s) of Service Area for proposed Grant Program if different than Business Address.

Note: For applications to be considered in a different region from an Applicant's business address, the Applicant may submit supporting documentation to the SPC for Agency review and consideration for placement into a different region. Applicant must submit the request to change region no later than Tuesday, July 13, 2021 at 1pm as outlined in section 4.4.1.1 in the RFA.

Applications that do not submit a request or receive approval for a different region, will be placed in the region of their business address.

For example if my proposed program will deliver services in two counties then select a county from the dropdown menu in 'County1' and 'County 2' and leave the other two selections blank.

County 1 ---

County 2 (if applicable) ---

County 3 (if applicable) ---

County 4 (if applicable) ---

Check box below if Applicant Organization's Service Location is also their Business Address

☐

Applicant Organization Service Address

Physical Address

City

State OR

Zip Code

County ---

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YDD Youth Grants Application Timeline

Event	Date	Time
Information Session	Thursday, June 3, 2021	1:00PM
Questions/ requests for clarification due	Friday, June 25, 2021	1:00 PM
Answers to questions/ requests for clarification issued (approximate)	Friday, July 2, 2021	
Ineligible entity appeal due to SPC (Section 1.3)	Wednesday, June 30, 2021	1:00 PM
Closing (Applications due)	Tuesday, July 13, 2021	1:00 PM
Request to Change Region to SPC (Section 4.4.1.1)	Tuesday, July 13, 2021	1:00 PM
Issuance of notice of intent to award (approximate)	Friday, August 27, 2021	
Award protest period ends	7 calendar days after notice of intent to award	

Anticipated Reimbursement from: July 1, 2021

1st Reimbursement Submission/Q1 Reporting: October 1, 2021

Youth Development Division

Thank you for joining us