



Out of School Time Programs in Community Schools Request for Applications (RFA)

Pre-Proposal Conference - James McHenry Elementary/Middle School
August 8, 2017

Questions & Answers

Technical Program Questions

Q1. Can we be an OST provider at multiple schools?

A1. Yes.

Q2. What do we do with the 20% cash match?

A2. The 20% must be allocated through the program budget submitted with the proposal.

Q3. How do we provide evidence for the match?

A3. Evidence is demonstrated through the budget within the proposal. The budget must reflect the full operating cost of the OST program, which is 80% grant funds and a minimum of 20% cash match secured by the applicant. You do not need to submit any letters or proof of the match at the time of application.

Q4. Is there a certain percentage of match that you're looking for?

A4. The match requirement is 20%.

Q5. What is the cash match requirement?

A5. 20% -- cash must be available and allocated in the program budget.

Q6. Do we have to have the match up front to be able to apply?

A6. Yes, you will be asked within the application whether you have the match available and the source. In addition, it must be allocated in the program budget submitted with the proposal.

Q7. Does the cash match need to come from our organization?

A7. Yes, and it must be cash.

Application Selection/Award Process Questions

Q8. Can teachers/staff at the site be involved in reviewing applications?

A8. No.

Q9. When are award notifications sent?

A9. On or about September 18th – programs start by Oct 1st.

Q10. How does the reimbursement work?

A10. Quarterly payments are determined by the quarterly earnings, which is based on the program's ability to meet the minimum average daily attendance (90%) and the number of operating days for the quarter. Program expenses are also reviewed each quarter. At no time will Family League's payments exceed 80% of the program's operating costs.

An advance of 20% is provided upon execution of the contract. The advance is recouped gradually across the quarterly payment schedule.