

Responses to Questions for RFP # 1009
Empire State After-School Program

Q1	Our organization applied to the RFP # 2018-12 Empire State After School Program last year for one elementary school, PS 290. Our application was not selected to receive funding, but our proposal was placed on the approved but not funded list. Is our organization still able to apply for this Empire State RFP? If so, are we able to apply for the same site?
A1	Yes, all eligible applicants are encouraged to apply for any site that will serve an Eligible School District listed on Attachment 3 of the RFP.
Q2	It appears from this both the RFP due date and the anticipated awards will be after the anticipated start date. Is that because OCFS anticipates that some programs may start after 9/1?
A2	Yes. Awards from this RFP may fund programs that start on or after 9/1/19. However, the contract term will start no earlier than 9/1/19 and end no later than 8/31/22. State reimbursement will not be available until the selected applicants and OCFS enter into a contract, which is approved by the New York State Office of the Attorney General, and the New York State Office of the State Comptroller. Please note that Section 5.2 of the RFP requires that the budget submitted with the proposal be for one 12- month period. All expenditures must fall within the contract term to be eligible for reimbursement. During the contract term, funds not expended for full year personnel costs (due to a late program start date or lower than expected enrollment) will not be available to be expended for excessive non-personal service costs not included in the original budget. The proposed program(s) must meet the requirements in Section 4.1. During contract negotiations, awarded applicants will need to identify their program start date if the program will begin after 9/1/19.
Q3	Are colleges eligible to apply for the RFP# 1009 Empire State After School Program grant as a Community Based Organization?
A3	Per Section 3.1 of the RFP, an applicant must be an eligible school district or a not-for-profit community-based organization (CBO) proposing to serve an eligible school district listed on Attachment 3 of the RFP. If the organization submitting the proposal meets one of those two criteria, they would satisfy that eligibility requirement.
Q4	We have a partnership agreement that we have used in the past for other grants awarded by the NYS Office of Children and Family Services. We would like to continue using it. May we use the old partnership agreement in our proposal instead of the Attachment 4 – Partnership Agreement provided with this RFP?
A4	No. Per Section 3.1 of the RFP, if an applicant is a not-for-profit CBO, the Attachment 4 - Partnership Agreement provided with this RFP must be filled out in its entirety and signed by authorized representatives from the not-for-profit CBO and eligible school district. Please be advised that <u>no changes, deletions or addendums</u> to the Attachment 4 will be accepted. Any changes, deletions or addendums made to Attachment 4 will result in the disqualification of the application. A <u>separate Attachment 4 must be completed</u> as described above <u>for each site</u> a CBO applicant proposes to serve. The purpose of Attachment 4 is to require informed agreement as to certain responsibilities and requirements of the after-school program that are deemed necessary by OCFS. SEPARATE FROM the OCFS RFP application process, there is nothing precluding CBO's and school district applicants from entering into a more

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	detailed partnership agreement, as long the agreement is consistent with the Attachment 4 - Partnership Agreement.
Q5	My not-for-profit community-based organization is working on a proposal for the Empire State After-School Program and the eligible school district we are partnering with is requesting that we make changes to several of the responsibilities listed on the Attachment 4 – Partnership Agreement. Is this permitted?
A5	No. See A4 and Section 3.1 of the RFP.
Q6	As we are a non-profit applicant to this RFP, we understand we are required to provide a partnership agreement in our proposal. The school district we are partnering with prefers to use their own template agreement that has been drafted by their attorney. They do not want to use the Partnership Agreement provided with the RFP as Attachment 4. To comply with the school district’s request, may we develop our own partnership agreement with them?
A6	Attachment 4 MUST be submitted if the Applicant is a not-for-profit CBO. See A4 and Section 3.1 of the RFP.
Q7	The school district we are proposing to serve does not want to sign a partnership agreement that covers the entire three-year term of the contract. Historically, they provide a 1-year partnership agreement each year of the contract. May we change the contract term defined on the first page of the Attachment 4 – Partnership agreement?
A7	No. See A4 and Section 3.1 of the RFP.
Q8	Are Catholic schools and Church based programs are eligible to apply?
A8	If the Catholic School meets all of the criteria in Section 3.1 and is proposing to serve an eligible school district listed on Attachment 3 of the RFP. See A3. However, any resulting contract awarded as a result of this RFP requires that services performed under the contract are secular in nature and shall be performed in a manner that does not discriminate on the basis of religious belief, or promote or discourage adherence to religion in general or particular religious beliefs.
Q9	I am very interested in applying for this opportunity, however I do not see my school district on this list. I wanted to see if our school district/21st Century Program could possibly be eligible for this opportunity?
A9	Only school districts listed in Attachment 3 – List of Eligible School Districts are eligible to receive funding under this procurement.
Q10	On page 20 of the RFP, can you further explain what is meant by “Valid and reliable measures of environmental quality?” Further, how is OCFS defining and what is meant by “environmental quality?”
A10	Environmental quality is referencing the program environment (building safety, space access, etc.). The applicant must decide how to address these indicators in their proposal. Please see amended RFP Section 4.1.
Q11	In meeting the requirement that the program must start immediately after school and must include at least 15 hours per week for 28 weeks, must the 15 hours be spread over 5 schooldays a week, or are other configurations possible, such as 4 schooldays for 3-3/4 hours per day?

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A11	Other hours/day configurations may be allowable with reasonable justification as long as the program meets the requirements in Section 4.1. Applicants are encouraged to be thorough and detailed when describing their proposed program. Please see amended RFP section 4.1.
Q12	Does "disconnected youth" include youth affected by immigration status issues, such as unaccompanied minors, youth with a parent or parents who have been deported, or detained, and/or are subject to possible deportation?
A12	Yes, as long as the youth are students in Grades K-12 attending an eligible school district identified on Attachment 3.
Q13	Are youth from immigrant families who have one or both parents living in another country (such as the country of origin) considered disconnected?
A13	Yes. See A12.
Q14	Can you please tell me if we can propose to serve high schools in the eligible school district?
A14	Yes.
Q15	Can funds be used to increase the availability of an existing program (i.e. evening or weekend hours), and, if so, are funds only available for the extra hours or would the grant award still be calculated at \$1,600 per student?
A15	Yes, however, per Section 2.3 of the RFP, Empire funds shall only be used to supplement, and not supplant, current expenditures on after-school programs. Program(s) funded from this RFP will not be used to duplicate existing services, or serve the same students funded by another award for the same period of time. In addition, to be eligible for funding under this RFP, vendors must meet the requirements outlined in the amended Section 4.1
Q16	We understand funds can't be used to supplant or supplement existing funding supporting after-school programs, but are unclear if this includes an existing program whose current funding source is being eliminated. Absent a new funding source, the existing program will no longer have the resources to continue operations. Would this program qualify for funds to continue the program?
A16	Yes, an after-school program whose funding ends prior to the start date of the program proposed in response to this RFP may bid as long as it meets the RFP requirements and will serve an eligible school district(s) listed on Attachment 3. To be eligible for reimbursement, expenditures for such program must occur during the contract term from 9/1/19 to 8/31/22.
Q17	I work as a grant writer for the Reece School, an NYS-approved 853 Special Act school located in Manhattan. I thought we had applied to the Empire State After-School Program last year, but I cannot remember for sure. Unfortunately, the school is not listed on this year's list of eligible schools. This means we cannot apply time around, correct?
A17	Yes. See A9.

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Q18	<p>We were looking over the RFP for the ESAP, and have questions about the following lines:</p> <p>Programs funded from this RFP will not be used to duplicate existing services or serve the same students</p> <p>and</p> <p>Additionally, if the proposed program is to expand an existing after-school program describe the relationship between the existing program and the expansion: how the expansion of the existing program will benefit the target population, include information regarding how the current student enrollment targets are being met and how expanding the current program will provide for more student participation and how the proposed program will ensure the non-duplication of existing services.</p> <p>Our question is this: is OCFS looking to separate the "at risk" students who are targeted by this program from students who are currently enrolled in this program. This would create two separate afterschool programs within the same school whereas there was previously only a single afterschool program. Can you confirm that this would be the case?</p>
A18	<p>No. OCFS is not asking that the "at risk" population be separated or programmed separately.</p>
Q19	<p>In the RFP, there are stipulations that the funds should go to newly enrolled students or to expand programs (Section 2.3, paragraph 1). 1) Can you clarify what expanded programs would mean? 2) Does that have to involve newly enrolled students or could it be new programmatic opportunities for currently existing students? To explain in an example, if 80 middle school students currently attend an after-school program related to our organization, can we apply for funding for these 80 students so long as the funding doesn't pay for existing programs/services but instead funds expanded offerings to these same students?</p>
A19	<p>1) Expanding an existing program means serving additional children or extending the hours, see section 4.1 of the amended RFP. 2) No. What you are proposing is not allowable for funding under the Empire program.</p>
Q20	<p>What does the anti-gang prevention program entail (Section 2.3, paragraph 3)? Is this an initiative that our program creates, or is there a curriculum already in place?</p>
A20	<p>Anti-gang curriculum would be an initiative created by the proposer. At a minimum, activities should include strategies and counseling that would support anti-gang behaviors.</p>
Q21	<p>The RFP states that the after-school program(s) must operate a minimum of 15 hours per week for 28 weeks (Section 3.1, number 6). Is this specific to the additional programming we would offer as a result of an award from OCFS, or a combination of existing and new programming?</p>

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A21	The operation requirements stated in amended RFP Section 4.1 apply separately to each award made to an applicant under this RFP. See A15 and A19.
Q22	1) If a CBO would like to serve schools in NYC District 17 and 15, for example, would this be one application to two applications? 2) We would like to double check whether NYC is one district (one application) or multiple districts (multiple applications).
A22	1) Per Section 2.3 of the RFP, awards made in response to this RFP will be limited to one per eligible school district or New York City geographic district. In your example, NYC District 17 and 15 are two separate geographic districts and would require two separate applications to be submitted. Additionally, an awardee that is a not-for-profit community-based organization will be limited to no more than one award. 2) NYC is only considered one district for the purposes of the 40% RFP funding limit. The combination of all eligible New York City geographic districts will be considered one school district for the purposes of the 40 percent RFP funding limit.
Q23	Is a not-for-profit charter school management organization eligible to apply as a CBO partner with a school district?
A23	If the eligible school district listed on Attachment 3 is the applicant, they can partner with a not-for-profit charter school management organization. If the eligible school district listed on Attachment 3 is not the applicant, the applicant must be a not-for-profit community-based organization that meets the Section 3.1 minimum qualifications to bid. As stated in Section 2.1, “A not-for-profit community-based organization (CBO) is an organization that works at a local level to improve life for residents. The focus is to build equality across society in all streams – health care, environment, quality of education, access to technology, access to spaces and information for the disabled, and more.”
Q24	Section 3.1. #3 Minimum Qualifications specifies that the partnership agreement needs to be signed by representatives from the CBO and the school district. Do you require a signature from the district-level superintendent/representative or would the signature from the school's principal be acceptable?
A24	As referenced on the signature page of the Attachment 4 – Partnership Agreement, the individuals signing the agreement must be authorized to sign the agreement on behalf of the not-for-profit CBO and/or the school district and must also be authorized to bind the not-for-profit CBO and/or the school district contractually. It is the responsibility of the not-for-profit CBO and the school district to determine who is authorized to sign and bind the organization on their behalf.
Q25	If we are not able to meet the 28-week minimum stated in the RFP for the first year of the grant, would the award for that first year be prorated?
A25	No. Your proposal must meet the requirements in Section 4.1 of the RFP to be eligible to bid. Per Section 2.3 of the RFP, no applicant shall receive reimbursement in excess of the total actual grant expenditures incurred.
Q26	Considering the late notice of this funding opportunity, is immediate implementation required, or could year one of the grant be spent planning?
A26	One year for planning is not allowable. See A2.
Q27	If the proposing agency is using a third-party site that does not belong to the proposer or school partner, does the partnership need to be between the

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	proposer and school, or the proposer and owner of the third-party site, or all three?
A27	Per Section 3.1 of the RFP, if the applicant is a not for profit CBO, the Attachment 4 – Partnership Agreement must be completed in its entirety <u>without changes (modifications or deletions) or addendums</u> and be between the not-for-profit CBO and the school district. The responsibilities of the site owner would be ultimately the responsibility of the applicant and should be reflected as being the applicant’s responsibility on Attachment 4 as any contract resulting from this RFP will be between OCFS and the applicant. As stated in RFP Section 2.1, “Programs operated in school buildings are preferred. Other sites will be considered with appropriate justification.” Section 2.1 of the RFP has been amended to add, “If the applicant proposes to involve additional partners/sub-contractors, they must enter into a subcontract with each additional partner/sub-contractor upon award.”
Q28	If the agreement needs to be between the proposer and school for the third-party site, some of the objectives listed in the agreement cannot be the responsibility of either the proposer or school (e.g. Provision of full custodial services; Obtain appropriate security services; Maintain appropriate insurance coverage consistent with New York State law as applicable to the site). 1) How are proposers meant to fill out the agreement in this instance? 2) Are proposers able to alter the agreement or mark certain objective as "not-applicable"?
A28	1) See A27. 2) The agreement may not be altered. Per the Attachment 4 – Partnership Agreement , only transportation should be marked as “not applicable”.
Q29	Do consultant bids have to be done before submission or can they be done after award notification?
A29	Consultant bids are not a requirement at the time of the application submission. They may be obtained after award notification. However, the proposal must include verbiage as to the consultants’ role in the program, as applicable.
Q30	On pages 54-55, the requirements for MWBE participation are confusing. The overall MWBE participation is listed as 15%, with 15% coming from MBEs and 30% coming from WBEs (which, together, totals 45% MWBE participation). What are the correct participation rates?
A30	The correct MWBE participation goals are 15% MBE and 15% WBE for a total goal of 30% MWBE. This has been corrected in the Amended RFP document which is available at https://ocfs.ny.gov/main/bcm/rfp.asp .
Q31	I am writing to respectfully request that an additional school district be added to the list of districts eligible for the 2019 Empire State After School Program funds. Niagara Falls City School District was included on the eligible list in 2018. By virtue of the city’s rank as the most violent city in New York State using US Census data, https://expo.newyorkupstate.com/erry-2018/03/db6567c07a/25_most_dangerous_places_in_up.html, It is apparent that all of the children in Niagara Falls desperately need access to the types of programs supported by Empire State After School Program funds, both to help them develop the skills they need to succeed in school and to help them address conflict in nonviolent ways.

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A31	Unfortunately, OCFS cannot add school districts. See A9.
Q32	If we have a youth program in operation that is not being funded through city or state government, would we be required to expand our program with OCFS funds? I was not clear if the supplanting issue would apply if we are supporting the current program out of our own operating funds.
A32	Per Section 2.3 of the RFP, ESAP funds shall only be used to supplement, and not supplant current local expenditures of federal, state or local funds. If you are currently self-funding an after-school program (without using federal, state, or local funds), this requirement does not apply.
Q33	I am writing with a question regarding this language, “The New York State Fiscal Year 2019-20 State Budget appropriates \$10 million to establish and/or expand Empire State After-School Programs. ESAP grant funds shall only be used to supplement, and not supplant, current local expenditures of federal, state or local funds on after-school programs and the number of students served in such programs from such sources. For example: an after-school program funded by OCFS that currently has 100 student participants and proposes to serve an additional 50 students will only be allowed funding through this RFP for those additional 50 students.” Would we have to enroll additional students or could this funding be used to enhance a program with NYC funding through additional services to the same number of students already served?
A33	See A19. Please refer to section 4.1 of the RFP for additional information.
Q34	Is a school district superintendent signature is required?
A34	See A24.
Q35	Is the school principal required as well for each school we want to work with?
A35	See A24. Please note that a separate Attachment 4 – Partnership Agreement must be completed for each site an applicant proposes to serve.
Q36	Is there consideration given the vacation schedules of DOE staff that the deadline could be extended?
A36	For other reasons, the RFP is being amended to provide a revised timeline. Please refer to RFP Section 1.2 Calendar of Events, Deadline for Submission of Proposals.
Q37	Section 2.3 Purpose and Funding Availability page 11, last paragraph - "An awardee that is a not-for-profit community-based organization must operate the program within the eligible school district for which it received the award." New York City operates differently than New York state and students travel to different districts than the one they live in for school. We are a CBO located in district 24, but we serve youth from across Queens, and some from Manhattan, especially district 28. We are wondering if we can apply for funding for the district 28 students we serve, or if we have to apply for district 24 because of our physical location.
A37	A CBO must serve the children attending school within the eligible school district of the award, regardless of the CBO’s physical location.
Q38	On page 13, it says that if a school district is the applicant and is partnering with CBOs, a letter must be submitted listing the partners. Am I correct that this can be

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	one letter, submitted by the applicant, listing all the partners and that it doesn't require attaching letters from each of the CBOs.
A38	Yes, that is correct.
Q39	On page 6 of the RFP, you indicate in 2.1 that the purpose of Empire State After-School Program grants is "for the establishment and/or expansion of quality after-school programs..." 1) Are you expecting that all programs will be either new after-school program sites, or will increase youth participation in existing sites? 2) Or, would enhancing an existing after-school program that is not comprehensive (for example, is only offering recreational programs but not academic support) meet the criteria?
A39	1) Yes, see A15 & 19. 2) No. Please refer to section 4.1 of the amended RFP for additional information.
Q40	Much of the gang prevention research is rooted in social-emotional skills development, emotion regulation, interpersonal skills building, problem-solving and conflict resolution. Would evidence based curriculum in these areas be acceptable for gang prevention programming?
A40	Yes.
Q41	Health Smarts is a comprehensive evidence-based curriculum being used in many school districts in NYS to meet mandated health and mental health promotion requirements by NYSED. Within the curriculum are units specific to social-emotional skill building and violence prevention. In fact, it focuses on the development of key protective factors that promotes positive youth development to address multiple risk factors evident in high poverty environments. Would this be acceptable for afterschool programs to use as a gang prevention program/curriculum?
A41	Yes.
Q42	Please provide examples of specific effective gang prevention programs known for use in after-school programs?
A42	See A40 and A41 for examples and A20 for more information regarding gang prevention programs.
Q43	I was surprised and confused by the fact that the Ellenville School District was not eligible for the Empire State application. If possible, could someone in your office give me an explanation for the lack of eligibility?
A43	See A9.
Q44	Are school sites (that fall within eligible school districts in Attachment 3) with existing Empire contracts ending in 2022 allowed to apply to this RFP and request additional expansion seats?
A44	Yes, applicants with existing Empire contracts are eligible if they meet the Section 3.1 requirements to bid, are proposing to serve a district identified on Attachment 3 and propose to serve youth that are not currently being served or expanding the hours of the after-school program as set forth in Section 4.1 of the RFP which has been amended to include an evening program.
Q45	Are school sites with existing Advantage After School Programing (AASP) funding from OCFS (that fall within eligible school districts in Attachment 3),

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	eligible to apply to this RFP if they wish to enroll a new and separate cohort for Empire, but intend to run a single afterschool program that meets both Advantage and Empire requirements?
A45	Yes, see A15, A19 and A44.
Q46	Our organization is not located within the Eligible School Districts, but I see 2.2 of the RFP offers statewide considerations. Would an RFP for The Salvation Army's after-school program serving the Dunkirk school district be considered?
A46	No. See A9.
Q47	On page 7 of the RFP, it is noted that programs can operate from non-school sites. What does OCFS mean by "appropriate justification" with regards to the use of non-school sites?
A47	As stated on Page 7 of the RFP, " <i>Programs operated in school buildings are preferred; however, other sites will be considered with appropriate justification.</i> " Appropriate justification should include a valid reason for why the site was chosen. Also see A27.
Q48	Can a program serve more than one age group, e.g., can a program serve elementary school-aged children and middle school-aged children or middle school-aged children and high school-aged children?
A48	Yes.
Q49	The appendix identifies a number of school districts, including selected New York City school districts. Can funds via this RFP serve youth who attend New York City high schools? High schools in New York City are served by a separate school district.
A49	Yes, if the proposal meets all of the requirements of the RFP, in particular section 3.1, funds may be used to serve high school students attending high schools that are located within the eligible school districts listed on Attachment 3.
Q50	Page 9 of the RFP indicates that serving "disconnected/high need youth" is a priority. Do proposals have to explicitly mention serving youth who are aging out of foster care, re-entering the community from the juvenile justice system, and youth who have at least one incarcerated parent or have their application be deemed non-responsive and then disqualified?
A50	Only proposals not meeting the Section 3.1 Minimum Qualifications to bid and Section 3.2 Prequalification Process will be disqualified as set forth in Section 6.0 of the RFP. The proposal is scored based on its content and how the proposed program best meets the requirements of the RFP in accordance with the evaluation methodology in Section 6.2 of the RFP and score values set forth in Section 5.4. Please see the Work Plan Questions in section 5.4 of the RFP for the specific information that must be provided in your proposal and how it will be scored.
Q51	Based on the RFP language cited below, please clarify for New York City applicants whether only one grant award total will be made across all 32 local school districts, even if several local NYC school districts apply separately? • Page 11: Awards made in response to this RFP will be limited to one per eligible school district • Page 12: The combination of all eligible New York City geographic districts will be considered one school district for the purposes of the 40 percent RFP funding

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	limit. The combination of all New York City geographic districts or not-for-profit community-based organizations serving eligible New York City geographic districts are eligible, in total, for up to 40 percent of the RFP funding (\$4 million).
A51	Per section 2.3 and 6.2 of the RFP, awards will be made separately across the eligible geographic districts listed in Attachment 3. For the purpose of funding under this RFP, in total, the NYC school district is eligible for no more than \$4 million in awards. See A22 and RFP Section 2.1.
Q52	Section 4.1 Required Program Outcomes and Performance Targets including, but not limited to: valid and reliable measures of environmental quality; the quality of staff-student interactions; and student outcomes. All programs shall be required to provide an assurance that the applicants will partner with state and local law enforcement to offer gang prevention and education programs. Are you able to provide examples of what an assurance that the applicants will partner with state and local law enforcement to offer gang prevention and education programs looks like?
A52	The contents of your proposal should describe how the applicant will partner with state and local law enforcement in implementing gang prevention and education programs. See Section 5.4 Work Plan Question D2. One example would be a letter from the partnering law enforcement agency.
Q53	Can you kindly advise of the status of the award notices, as the outcome will dictate our approach to the new Empire Afterschool RFP?
A53	All applicants that had submitted proposals for the Advantage procurement have been notified if they received an award.
Q54	Since the announcement of the Advantage awards will likely impact decisions as to which schools/communities to target for the Empire RFP, will OCFS consider extending the Empire RFP deadline?
A54	Yes. See A36.
Q55	Is there an error in Section 7.10.2 re: target MWBE percentages? Should it be a 30% overall goal with 15% for MBEs and 15% for WBEs?
A55	Yes. See A30.
Q56	Is there a maximum amount a lead applicant can subcontract?
A56	No.
Q57	I am writing to request clarification on the authorized signature allowed on Attachment 4 - Partnership Agreement Between CBO and School District The CBO that is submitting the application is proposing a program in a New York City Public School Building. Is the principal acceptable as an authorized Individual or does it need to be the Superintendent of the Community District?
A57	See A24.
Q58	We are required to submit a Partnership Agreement (Attachment 4), which details specific roles and responsibilities of the school district and its CBO partner(s). The New York State Education Department has elected to apply federal Uniform Grant Guidance (UGG) to both federal- and state-funded grants awarded to school districts. Under UGG, the Awarding Agency has the authority to provide a written

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	waiver of the competitive procurement requirements for specific purchases. In the case of the Empire State After School Program, is OCFS willing to provide a written waiver so that we may engage specific not-for-profit CBOs in meaningful planning for partnership with our needy schools? Otherwise, we will not be able to meet the requirement of identifying them as partners in our ESAP proposal, nor will we be able to detail the roles and responsibilities of each partner in administering the proposed after-school programs.
A58	No. OCFS will not waive any requirements of the RFP. Please refer to section 3.1 of the RFP to review the minimum qualifications to apply.
Q59	If contractual services with CBO partners must undergo a rigorous competitive bid process, can we include Attachment 4 with the CBO listed as “To Be Determined?”
A59	If the lead applicant is a school district, the Attachment 4 is not required to be submitted. If an applicant is the eligible school district and will be partnering with any not-for-profit CBOs, a letter identifying the organizations the district will partner with is required. See section 3.1 of the RFP for additional information.
Q60	If a proposal for RFP# 2018-16 Advantage Afterschool Program has been submitted by a not-for-profit organization, will the organization be able to apply for RFP# 1009 Empire State After-School Program (ESAP)?
A60	Yes, provided all minimum qualifications in Section 3.1 of the ESAP RFP are met. See A15, A19 and A44.
Q61	If an organization is waitlisted for RFP# 2018-12 Empire State After-School Program AMENDED 5/23/2018 will they still need to apply for RFP# 1009 Empire State After-School Program or will their submitted application be considered?
A61	Yes, the organization will still have to submit a new application for this funding opportunity.
Q61	In reference to the following proposal “RFP # 1009 Empire State After-School Program” in the Contract Report issued yesterday. I would like to offer our services as a subcontractor for the project. We are certified MBE company located in Binghamton NY. Could you please share our contact information with any applicants? Patrice Robitaille President/CEO Wendake Consulting, LLC DBE, MBE, SBE Certified Company 320 North Jensen Road Vestal, NY 13850 607-759-8027 www.wendakeconsult.com
A61	Yes.
Q62	Page 11 of the RFP (third paragraph) mentions the requirement to partner with state and local law enforcement in gang prevention and education activities. Can you describe what that partnership should look like and how extensive it should be?

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A62	See A52.
Q63	Page 11 of the RFP (third paragraph) mentions the requirement to partner with state and local law enforcement in gang prevention and education activities. Do we have to fill out the formal partnership agreement from the RFP for this collaboration with law enforcement?
A63	No. Please see the Section 5.4 Workplan Questions section of the RFP for technical proposal submission requirements.
Q64	If we applied for funding for a school in the ADVANTAGE AFTER SCHOOL RFP and that school is awarded an Advantage grant, can we also receive funding for the same school in an EMPIRE AFTER SCHOOL grant or is the school disqualified?
A64	Yes. See A15, A19, A44 and A60.
Q65	I am working with a district which is currently receiving funding under this RFP but would like to utilize these new funds to address the needs of pre-school students currently enrolled. May funds be used in this manner?
A65	Yes, if the requirements of Section 3.1 are met, Empire funds may be used for Pre-School students (that are not already being served by an Empire afterschool program) only if their attendance is for a full day.
Q66	Is there a maximum number of program sites that can be served by this RFP?
A66	No.
Q67	With the anticipated notification of award anticipated as 10/4/19 and the contract start date anticipated as 9/1/19, should we budget for less weeks than the required 28 in the first year?
A67	No. Applicants must submit budgets based on a full-year of services (no less than 28 weeks as required by Section 4.1 of the RFP). See Section 5.2, Proposed Budget for instructions.
Q68	On the budget template, should we list a one-year budget or a three-year budget?
A68	See Section 5.2. The budget submitted with this proposal must be for one 12-month period.
Q69	If a CBO has a previous Empire grant serving one District, are they eligible to apply for this RFP serving a different eligible School District?
A69	Yes, as long as the CBO meets the Section 3.1 Minimum qualifications to bid and proposes to serve a district listed on Attachment 3.
Q70	Do you have a template that you would like us to follow in regard to the required performance targets?
A70	No.
Q71	Section 3.1 Minimum Qualifications – Para 1, Bullet Point 1. Can a community based organization request support to implement two different after-school programs at two different school sites (one elementary and one middle school within same district)? 2. If yes, should the applicant submit one proposal, or two separate proposals?
A71	1. Yes, each application can propose to serve multiple sites as long as the sites are within the same eligible school district. 2. The applicant can choose to submit one or two proposals, however, awards made in response to this RFP will be limited to one per eligible school district. An awardee that is a not-for-profit community-based

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	organization must operate the program within the eligible school district for which it received the award. An awardee that is a not-for-profit community-based organization will be limited to no more than one award. See Section 2.3)
Q72	Section 3.1 Minimum Qualifications – Para 4, Bullet Point 3. Are there recommended gang-prevention curricula to which applicants can be referred?
A72	See A20, A40 and A41.
Q73	What is the staffing requirement for the Empire Program? Can the program have a PTE Program Director or PTE Program Coordinator?
A73	See Section 4.1. Staffing requirements are outlined within the School-age Child Care (SACC) requirements. Each Program must have a Program Director. It can be a part-time equivalent position as long as all SACC requirements are met.
Q74	Can the Program Director or Coordinator be paid through various funding streams, including Empire?
A74	Yes.
Q75	Can summer and holiday programs be included in the 28 weeks of programming?
A75	No, summer and holiday programs cannot count toward the Minimum Requirements to Bid in Section 3.1. However, contractors can add holiday and weekend programs in addition to the required 28 weeks per Section 2.1 “Program(s) may be extended, but not supplanted, to include either full-day or part-day programs on the weekends or during the summer.”
Q76	1) Approximately how many awards will be made per school district? 2) Is it possible for multiple awards for CBOs be made in a single school district?
A76	1) See Section 2.3. Awards made in response to this RFP are limited to one per eligible school district and one per CBO. 2) No.
Q77	Are applicants allowed to provide girls-only or boys-only programming if all other program requirements are met?
A77	Applicants are allowed to provide gender-specific activities within the program offerings. However, enrollment in the overall program cannot be refused based on gender.
Q78	Are non-profit community-based organization applicants allowed to charge families a nominal fee for participation in the program (if applicants use scholarships and/or sliding scales to assure that no child/family is denied access to the program based on financial hardship or inability to pay)?
A78	Yes.
Q79	Are applicants allowed to include/serve homeless or disconnected students who are not necessarily attending the high-need school district of focus but who are geographically accessible to the program's venue? (We are a non-profit partnering with a high-needs school district, but through our other programs, we encounter some local, disconnected youth who could access and benefit from this program.)
A79	No, participants must be enrolled students, in the eligible school district.
Q80	Section 5.4 "Proposal Content" on RFP Page 37 indicates, "Please note that all questions in the Grants Gateway will only allow one document to be uploaded per question. The Reports/Multiple documents should be combined into ONE SINGLE FILE no larger than 10MB in size. If this is not possible, it is permissible to submit additional uploads to the "Grantee Document Folder." Question: does the term

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	"Reports/Multiple documents" in this instance on p. 37 refer to a specific set of reports and/or a specific set of multiple documents that OCFS/ESAP is requesting/requiring be uploaded, and if so, with which numbered question(s) is/are such reports and multiple documents affiliated? Thank you for clarifying. We wish to comply with all requirements.
A80	No. In this instance, "Reports/Multiple documents" refers to any given question that requires a written response, or information to be uploaded.
Q81	Are applicants expected to place any content into the Work Plan Overview Form section of the Grants Gateway interface (which includes 1. Project Summary; 2. Organizational Capacity; and 3. Project Details -- Objectives, Tasks, and Performance Measures)? If so, where can we find guidelines and point values associated with such? If no content is required for these sections, but if Grants Gateway will not allow us to formally submit our application without populating these fields, would it be acceptable to complete these fields with "Not Required" or "Not Applicable". If the interface also requires that a "Work Plan Period" be entered in this section in order for the submission to be allowed, what start and end dates do you request that applicants enter in this period?
A81	No, workplan and budget functionality in the Grants Gateway has been disabled for this RFP.
Q82	In Section 5.1., (RFP page 21), does the term "Work Plan" correlate in any ways to the Work Plan Overview Form section of the Grants Gateway interface, or are you using this term differently in the RFP and ONLY in relation to answering the Program-Specific Questions section of the Grants Gateway interface and also ONLY in relation to the Work Plan Template that applicants will download from the Pre-Submissions Uploads section of the Grants Gateway interface? (We understand that such template will not be submitted, but will be used only as an aide in our completing responses to the Program-Specific Questions.) We want to make sure we understand any connections between the Work Plan and the Work Plan Overview Form (and associated fields).
A82	See answer A81.
Q83	All of the grant documents refer to school districts rather than individual schools. To clarify, school districts have to apply for the grant funding correct?
A83	No, per Section 3.1, applicants must be a not-for-profit community-based organization proposing to serve an eligible school district listed in Attachment 3, or be the eligible school district themselves.
Q84	Can an individual school apply for the funding?
A84	No, either a CBO or an eligible district listed on Attachment 3 would need to apply to serve youth at an individual school within an eligible district. See Section 3.1 minimum qualifications to bid.
Q85	What are the pre-qualifications for a CBO to apply for the grant?
A85	See Section 3.2 for the Prequalification Process. In addition, a CBO must meet the Section 3.1 minimum qualifications to bid.
Q86	Does the CBO partner have to provide afterschool services directly to the school? Or can the CBO subcontract another organization to do so?

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A86	No, a CBO partner would be allowed to sub-contract to another organization in order to provide specific program activities.
Q87	We are considering application under the new RFP to extend our current program--adding one hour a day Mon-Thursday, and three hours on Friday. Thus our proposed application would be for fewer than three hours a day, and fewer than fifteen hours a week, but combined with our current program, the grant would meet the minimum program requirements. Is this permissible?
A87	No. Any application proposed would need to meet the requirements of 3.1 and as indicated in Section 4.1.
Q88	In an application for a given district, are there any restrictions on the number of sites served? For example, could we serve 200 students at Site A, and 300 students at Site B, if all sites are within the same district?
A88	See A66.
Q89	Are there any restrictions around receiving the Empire State After-School Program award if there are existing state funds already present in a school building?
A89	See Sections 2.3 and 4.1, along with A19, A32 and A33.
Q90	Based on the increasing substance abuse issue on Staten Island, would intermediate/high schools located on the South Shore of Staten Island, Community District 3 be eligible to apply?
A90	The NYC geographic district or not-for-profit community-based organization proposing to serve the district would be eligible to apply, not the individual school(s). See Section 3.1 for minimum qualifications to bid. Only districts listed on RFP Attachment 3 are eligible for funds.
Q91	Section 4 - Program Requirements, it states that funded programs from this RFP will not be used to duplicate existing services or serve the same students. Does that requirement refer only to other funded ESAP programs?
A91	This refers to any state, federal or locally-funded programs. Please See Section 2.3 and section 4.1 of the amended RFP).
Q92	In Section 4 - Program Requirements, it states that the program must be conducted for three hours, five days per week for 28 weeks, does each student participant need to be present for the entire three hours per day? For example, can a student that attends extracurricular activities or other provided school services at the end of the school day, complete that other program and then join our program afterward for less than the required three hours?
A92	Yes, but it is expected that students be enrolled for the program and attend daily throughout the term of the program.
Q93	The definition of quality environmental indicators is very broad; can you please be more specific?
A93	See A10
Q94	Are there any specific educational requirements for the after-school personnel, such as, teachers, tutors, coaches, guidance counselor or social workers?
A94	See Section 4.1 regarding School-Age Child Care requirements. 18 NYCRR Part 414 is available at https://ocfs.ny.gov/main/childcare/daycare_regulations.asp .

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Q95	We would like to offer our staff training that is directly related to the services which we offer our children. What percentage of our budget would we be allowed to allocate for professional development opportunities?
A95	Professional development training has not been capped.
Q96	How should a CBO proceed if we have applied for the Advantage Grant? Notification of awards have not yet been released. Would you advise a CBO to apply for funds that were previously requested through Advantage?
A96	All applicants that had submitted proposals for the Advantage procurement have been notified if they received an award.
Q97	If a CBO is awarded funds through Advantage, could we modify our Empire RFP response to delete the students who will be serviced through Advantage?
A97	Yes. See A15, A19, A44 and A60.
Q98	Must a submission include a high school program?
A98	No.
Q99	What is meant by Environmental Quality? Can you provide additional information?
A99	See A10.
Q100	Could a Program Director/Program Coordinator oversee Empire programs at multiple sites?
A100	A Program Director can oversee multiple sites. However, there must be a person present at each site at all times who is authorized to serve as a Site Supervisor. There is more information on this in the School Age Child Care regulations that prospective applicants should review at https://ocfs.ny.gov/main/childcare/daycare_regulations.asp .
Q101	Can multiple funding streams be used to service a child, as long as, the services are different and can be identified through the grant source?
A101	Yes, provided all minimum qualifications in Section 3.1 of the ESAP RFP are met. See A15, A19, A44 and A60.
Q102	I notice that the deadline for submission of proposals is 9/6/19, but it says that the contract start date is 9/1/19. Should the contract start date be in October instead?
A102	No, please refer to Section 1.2 Calendar of Events and Section 2.4 Term of Contract for the contract start date. See A2.
Q103	Section 1.2: If the proposals are due after the anticipated contract start date and the notifications of awards will be made after the anticipated contract start date, when are programs expected to begin operations and when can they begin incurring expenses related to the operation of programs funded under this RFP?
A103	See A2.
Q104	Section 1.2: 1) Some prospective applicants for this RFP may have previously submitted a proposal for the Advantage After School Program RFP and not received notification of the acceptance or rejection of that proposal to date. 2) May they apply to serve the same students through this RFP in case they do not receive an Advantage After School program award to serve those students?
A104	1)See A96. 2) See A97.

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Q105	<p>Section 2.3, Paragraph 4: What is the minimum attendance to consider a student served as part of the program and eligible for the \$1,600?</p>
A105	<p>It is expected that students enrolled in the after-school program attend daily throughout the term of the program. Awardees will be required to report attendance during the term of the contract.</p>
Q106	<p>Section 2.3, Paragraph 4: May a program apply for the number of unique students they plan to serve over the course of the year, even if they do not anticipate serving those students for the entire year? For example, if a program took enrollment for the fall semester and the spring semester separately, and allowed for 100 students to enroll in each semester, they may serve 100 students each day, but actually serve 150 students per year (100 in the fall with 50 repeats in the spring and 50 new students). In this scenario, would they be eligible for \$1,600 x 150 students?</p>
A106	<p>No. See A105.</p>
Q107	<p>Section 2.3, Paragraph 6: 1) Can a not-for-profit community-based organization submit one application that includes two (or more) schools located in different eligible school districts? 1. a). If so and if they were to receive the award for that application, would that award count as the one award per district for each district involved, or could another award be made within those districts to a school district or different not-for-profit applicant proposing to work with different schools? 1 b). If not, is this RFP intended to limit not-for-profit community-based organizations to only work within one school district despite previous relationships in multiple school districts, even in NYC?</p>
A107	<p>1) and 1.a) No. Applicants must submit separate applications for each eligible school district they propose to serve. 1.b) See A71. Community-based organizations are limited to no more than one award. See Section 2.3.</p>
Q108	<p>Section 2.3, Paragraph 6: Can an applicant propose an afterschool program that is located in one school but serves youth who attend more than one school in the same eligible district?</p>
A108	<p>Yes, participants from another school within the eligible school district can attend the program provided the application identifies the schools to be served and that they are located in the same eligible school district.</p>
Q109	<p>Section 2.3, Paragraph 6: 1) Does the limitation: “awards made in response to this RFP will be limited to one per eligible school district” also apply in the Big 5 outside of NYC? 2) Does that mean that large districts are limited to a single award with a maximum of \$800,000 or 500 students?”</p>
A109	<p>1) Yes. 2) No. Per Section 2.3 initial awards are limited to a maximum of \$800,000, applicants may apply for up to \$4 million of the total RFP funding amount. If funding is available after awards to all applicants receiving a passing score of 75 points or more (see section 6.2 of this RFP), the available funds will be distributed based on the amount requested by the highest-scoring applicants. In</p>

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	<p>this event, funds will be awarded by funding up to the total amount requested by the applicant with the highest-scoring application and continuing down the list of passing applications until all funds are awarded.</p>
Q110	<p>Section 3.1, Part 1: Are faith-based organizations eligible to apply? Are religious schools eligible to apply?</p>
A110	<p>If the organization is a not-for-profit community based organization and is proposing to serve an eligible school district listed on Attachment 3 of the RFP with a valid Partnership Agreement, they are eligible to apply. (See section 3.1 for minimum qualifications to bid.) However, any resulting contract awarded as a result of this RFP requires that services performed under the contract are secular in nature and shall be performed in a manner that does not discriminate on the basis of religious belief, or promote or discourage adherence to religion in general or particular religious beliefs.</p>
Q111	<p>Section 3.1, Part 3, Bullet 1: If the school district has to sign off on not-for-profit community-based organization applications, can the school district refuse to sign such applications to ensure they are the only applicant for their district because only one award per district is possible, essentially making not-for-profit community-based organizations ineligible to apply as lead applicants for this RFP?</p>
A111	<p>Yes. School districts can opt not to enter into a partnership with a CBO If they so choose.</p>
Q112	<p>Section 4.1, Bullet 1: Why are before school activities excluded?</p>
A112	<p>The RFP funding is for after-school programming only.</p>
Q113	<p>The overall MWBE goal is listed as 15%, but the requirement is listed as 15% MBE and 30% WBE. How is the 15% MBE and 30% WBE calculated to make up the 15% total MWBE goal?</p>
A113	<p>See A30.</p>
Q114	<p>May the lead agency subtract sub-contracted core personnel costs from the amount required to be included in the total budget considered for the MWBE requirement? For example, if a school district sub-contracts with a non-profit to provide a family engagement specialist as a staff member for the program, may they subtract that staff member's salary from the total budget before calculating the required amount for MWBE?</p>
A114	<p>Yes, unless the subcontractor is subcontracting that position out, then the position would be considered a contractual consultant and would be subject to the discretionary M/WBE goal.</p>
Q115	<p>Under this grant, does the program have to be 100% at no cost to participants? Do you allow applicant organization to use \$1600/participant to support our current fee-based Afterschool Program by cutting down the tuition significantly?</p>
A115	<p>See A78.</p>
Q116	<p>Is there a cohort policy by grade or age? For example, if I would like to serve both Elementary and middle kids, should I make two separate proposals for each group? The school services PreK to 8th and there is only one principal.</p>

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A116	No, there is no cohort policy. One proposal can serve various age groups. However, Pre-K Students must attend a full school day program to be eligible.
Q117	I am not clear about Local Match; do you mind giving me some examples please?
A117	Local match are funds that an agency can have available to support their program funding: donations, private grants, etc. There is no local match requirement for this RFP. (See section 5.2)
Q118	Under this grant, will the cost of DOE building use be covered by NYCDOE? We have DYCD SONYC contracts with DOE schools, NYCDOE covers the building permit every year under DYCD SONYC grant. I would like to make sure.
A118	That is not an OCFS decision. This would need to be discussed between the CBO and the eligible school district.