



**Alabama 21st Century Community Learning Centers
Grant Application (RFA) Scoring Rubric
FY 2010 – 2011**

Program (LEA/CBO) _____ Reader # _____

Application component	Point Value	Scored	Scoring Guidance		
Needs Assessment <ul style="list-style-type: none"> ▪ Program serves school-wide Title 1 school(s) – at least 40% free and reduced lunch ▪ Participating School(s) are <i>In Need of Improvement</i> – did not make <i>Adequate Yearly Progress</i> ▪ High percentage of students receiving free/reduced lunch at participating school(s) 	10		<i>Strong Evidence</i> – 8 – 10 pts. <i>Moderate Evidence</i> – 4 – 7 pts. <i>Limited Evidence</i> – 1 – 3 pts. <i>No Evidence</i> – 0 pts.		
Grade levels <ul style="list-style-type: none"> ▪ Grade levels served must be listed. 	1		<i>Listing must be included to receive score</i>		
Project Abstract (Overview/Summary) <ul style="list-style-type: none"> ▪ Purpose and services to students and families must be described in detail. ▪ Strategies for achieving project goals must be explicit and developmentally appropriate. ▪ Recruitment Strategies should be explicit and varied. ▪ Expected Project outcomes must be detailed and in line with program’s goals and objectives. ▪ Indicators of programmatic success must be measurable and observable while based on the needs and goals of the program. 	4		<i>Strong Evidence</i> – 3 – 4 pts <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts. <i>(Each element should be addressed in the summary with greater detail given throughout other components of the RFA.)</i>		
Schools and School Districts <ul style="list-style-type: none"> ▪ The school(s) to be served should be listed along with the appropriate school district. ▪ If more than one school is to be served, the designated cost center school must be named. 	1		<i>Listing must be included to receive score</i>		
Timeline <ul style="list-style-type: none"> ▪ School Year implementation timeline is detailed and realistic, including the following: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Student recruitment <input checked="" type="checkbox"/> Hiring of staff <input checked="" type="checkbox"/> Training sessions <input checked="" type="checkbox"/> Planning meetings </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Meetings with school-day staff <input checked="" type="checkbox"/> Start of services to students <input checked="" type="checkbox"/> All pertinent additional information </td> </tr> </table> ▪ Summer Program implementation plan is delineated and includes the following: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Recruitment of staff <input checked="" type="checkbox"/> Recruitment of students <input checked="" type="checkbox"/> Service dates <input checked="" type="checkbox"/> All pertinent additional information 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Student recruitment <input checked="" type="checkbox"/> Hiring of staff <input checked="" type="checkbox"/> Training sessions <input checked="" type="checkbox"/> Planning meetings 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Meetings with school-day staff <input checked="" type="checkbox"/> Start of services to students <input checked="" type="checkbox"/> All pertinent additional information 	3		<i>Strong Evidence</i> – 3 pts. <i>Moderate Evidence</i> – 1 – 2 pts <i>No Evidence</i> – 0 pts.
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Student recruitment <input checked="" type="checkbox"/> Hiring of staff <input checked="" type="checkbox"/> Training sessions <input checked="" type="checkbox"/> Planning meetings 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Meetings with school-day staff <input checked="" type="checkbox"/> Start of services to students <input checked="" type="checkbox"/> All pertinent additional information 				

Application component	Point Value	Scored	Scoring Guidance
<p>Capacity to Implement</p> <ul style="list-style-type: none"> ▪ Hours/weeks of Operation must be stated with location of services. ▪ Detailed Safety Plans which should include the following: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Student supervision at all times <input checked="" type="checkbox"/> Background checks for all staff <input checked="" type="checkbox"/> Weather, fire, and emergencies procedures <input checked="" type="checkbox"/> Parent Notification <input checked="" type="checkbox"/> Field trips Procedures <input checked="" type="checkbox"/> Behavioral Issues <input checked="" type="checkbox"/> Facilities Management <input checked="" type="checkbox"/> All pertinent additional information ▪ Transportation Issues must be addressed in detail and should include: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Getting to and from the CLC <input checked="" type="checkbox"/> Field trip information <input checked="" type="checkbox"/> Types of vehicles used <input checked="" type="checkbox"/> Bus safety training <input checked="" type="checkbox"/> Licensures <input checked="" type="checkbox"/> Drivers to be used/information ▪ Nutritious snacks must be served and the State Child Nutrition Program should be involved. ▪ Community Based Organizations (CBO's) must provide and include the following: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Verification of DHR Licensure <input checked="" type="checkbox"/> Proof of Fiscal Stability which should include the following: <ul style="list-style-type: none"> • Certificate of Existence • 501 (C) (3) Incorporation papers • Organizational chart • Proof of a minimum of \$100,00 Liability Insurance • Unqualified opinion of the company's financial standing from an external auditor (CPA) • Verification of a \$75,000 line of credit 	8		<p><i>Strong Evidence</i> – 6 – 8 pts. <i>Moderate Evidence</i> –3 – 5 pts. <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>
<p>Staffing Qualifications</p> <ul style="list-style-type: none"> ▪ Detailed descriptions of all staffing positions should be provided and the number of individuals in each. (i.e. Administrators/Site-Coordinators, Teachers/Instructors, Instructional Aides, Bookkeeper, Bus Drivers, any/all other staff compensated with 21st CCLC funds) ▪ Qualifications, roles and responsibilities must be included (Job Descriptions) ▪ Projected Pupil – Teacher ratio must be addressed. 	8		<p><i>Strong Evidence</i> – 6 – 8 pts. <i>Moderate Evidence</i> –3 – 5 pts. <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>
<p>Scientifically Based Research (SBR)</p> <ul style="list-style-type: none"> ▪ SBR curriculum/strategies employed ▪ SBR supports the goals and objectives of application ▪ Evaluation of program's success in measurable/observable methods must be included. 	4		<p><i>Strong Evidence</i> – 3 – 4 pts <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>
<p>Goals and Measurable Objectives</p> <ul style="list-style-type: none"> ▪ Goals must support academic enrichment, family involvement , and locally determined needs. ▪ Objectives must support aforementioned goals. ▪ Objectives are measurable and observable. 	8		<p><i>Strong Evidence</i> – 6 – 8 pts. <i>Moderate Evidence</i> –3 – 5 pts. <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>

Application component	Point Value	Scored	Scoring Guidance
<p>Integration into Continuous Improvement Plan (CIP)</p> <ul style="list-style-type: none"> ▪ Evidence of coordination with school day program and staff should be provided. ▪ Evidence of collaboration with existing local, state, federal programs should be provided. ▪ Local Board of Education and central office support must be addressed with signed agreements. ▪ An Advisory Council must be created and its composition should be diverse to help support sustainability. 	3		<p><i>Strong Evidence</i> – 3 pts. <i>Moderate Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>
<p>Program Activities</p> <ul style="list-style-type: none"> ▪ Each area below must be addressed in detail, including specific activities/strategies/curriculum: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Academic Enrichment <input checked="" type="checkbox"/> Service Learning <input checked="" type="checkbox"/> Family Involvement ▪ Each area should be related to the stated goals and objectives of the RFA; and how each will be evaluated. 	9 <hr style="width: 50px; margin: 0 auto;"/> Total 3 3 3		<p><i>Each area must be addressed, and each is worth 3 points. Points should be deducted if a thorough plan for each is not included.</i></p>
<p>Professional Development</p> <ul style="list-style-type: none"> ▪ A detailed Professional Development Plan for all staff members which includes supervisors, teachers, aides, bus drivers, and volunteers must be presented. ▪ All required ALSDE trainings should be included in the description. 	4		<p><i>Strong Evidence</i> – 3 – 4 pts <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>
<p>Partnership Commitment</p> <ul style="list-style-type: none"> ▪ A detailed description of the commitments for each partnership developed which includes some of the following – the partners roles, responsibilities, and degree of involvement must be submitted. ▪ Plans for contractual partners (those who provide services to the program) should be delineated. ▪ Are written agreements addressed? ▪ Are the names of contact persons and phone numbers included? ▪ Are there a variety of partnerships being developed? 	8		<p><i>Strong Evidence</i> – 6 – 8 pts. <i>Moderate Evidence</i> – 3 – 5 pts. <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>
<p>Program Evaluation</p> <ul style="list-style-type: none"> ▪ A rigorous local evaluation/monitoring plan/system must be in place. ▪ The evaluation plan should support the stated goals and objectives of the program. ▪ The evaluation plan should include observable indicators of programmatic success in all key areas of academics, behavior, and attendance. 	4		<p><i>Strong Evidence</i> – 3 – 4 pts <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.</p>
<p>Program Communication</p> <ul style="list-style-type: none"> ▪ An inclusive plan of communication with the <i>School Day Program</i>, with <i>Parents/Families</i>, and with the <i>Community</i> must be submitted. ▪ A strategy for the recruitment of students must be addressed. 	3		<p><i>Strong Evidence</i> – 3 pts. <i>Moderate Evidence</i> – 1 – 2 pts <i>No Evidence</i> – 0 pts.</p>

Application component	Point Value	Scored	Scoring Guidance
Program Management <ul style="list-style-type: none"> ▪ An Organization Flow Chart of program should be provided. ▪ The Management team and their responsibilities should be delineated. ▪ A Staff Summary sheet should be provided. (For LEA's, this documented must be uploaded to the related documents portion of eGAP.) 	4		<i>Strong Evidence</i> – 3 – 4 pts <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.
Budget <ul style="list-style-type: none"> ▪ All components of the Budget must align with the stated goals and objectives of the RFA. ▪ All costs must be reasonable, customary, necessary, and defensible. ▪ A clear and detailed description for each budget line item must be provided. ▪ All Administrative and Indirect Costs must remain within the state mandated 15% allocation. ▪ All items addressed in the Budget, the Budget Grid, and the Budget Narrative must correspond. 	10		<i>Strong Evidence</i> – 8 – 10 pts. <i>Moderate Evidence</i> – 4 – 7 pts. <i>Limited Evidence</i> – 1 – 3 pts. <i>No Evidence</i> – 0 pts.
Sustainability <ul style="list-style-type: none"> ▪ A detailed description of the sustainability plan must be provided and should include information pertaining to partnerships, funding sources (<i>i.e. additional grants, programmatic income, in-kind donations, etc.</i>), continuation of services, and commitments . 	8		<i>Strong Evidence</i> – 6 – 8 pts. <i>Moderate Evidence</i> – 3 – 5 pts. <i>Limited Evidence</i> – 1 – 2 pts. <i>No Evidence</i> – 0 pts.
Total Score	100 Possible Points		

Overview Factors –

of Students Served _____ **Multiple Sites (LEA) Yes** ____ **No**____ **Requested Amount** _____

Comments/Notes:

Do you recommend funding? Yes _____ **No** _____