

NC CARES Act Learning Loss and Enrichment Grant Program

Request for Proposals

June 29, 2021

Purpose and Background

The NC General Assembly in September 2020 authorized the use of \$19.85M of Coronavirus Aid, Relief, and Economic Security (CARES) Act (2020) funding to support remote learning for students whose parents needed to work and could not attend remote school at home. (HB1105) That three-month grant program was extended into 2021 when Congress passed the Consolidated Appropriations Act (2021) on December 21, 2020, which was signed into law on December 27, 2020.

In late May 2021, the NC General Assembly passed and Governor Cooper signed into law [S172](#), which ended the remote learning grant program effective May 31, 2021, and announced a new grant program to serve the needs of children who have suffered learning loss during the pandemic. The new grant language is provided in full text in Appendix A.

The funds for the new grant program are drawn from unspent funds in the remote learning grant program, rather than additional new funding.

The total remaining funding to be allocated through this grant program will be known after the May expense reimbursements are reviewed and approved, on or before **June 28, 2021**. Grants will be up to but not in excess of \$35,000 per site.

The grant is for June 1-December 31, 2021.

Eligible Organizations

By statute, in order to be eligible for the grants, organizations must meet the following criteria.

1. Only organizations that were funded in the first round of grants are eligible to apply for a learning loss and enrichment grant.
2. Grants shall be awarded to organizations providing programs that address learning loss supported by social emotional learning (SEL), enrichment, and physical activity.
3. Approval of applications shall be based upon an organization's:
 - a. Past performance of demonstrated knowledge of federal cost principles in remote learning site grants. Applicants must have been reimbursed at least 65% of the remote learning site funds awarded.
 - b. Having either an audited financial statement or producing current financial statements to demonstrate financial solvency; and
 - c. Submission of a plan detailing how grant funds will be spent and the estimated number of children that will be served with grant funds.
4. Applicants shall demonstrate the ability to use all learning loss and enrichment grant funds before the deadline established by applicable federal law and guidance (which is currently Dec. 31, 2021.)

Organizations that had received the maximum award in the remote learning grants ARE eligible to apply for the new grants up to the maximum award amount per site.

Sites do **NOT** need to be consistent with remote learning sites; organizations may apply for grants for sites other than where remote learning sites were held.

Timeline for Application Process

June 25, 2021, 5 pm	Letter of Intent due
July 2, 2021	Applicants notified of opportunity to submit A-1 and A-2
July 16, 2021, 5 pm	A-1 and A-2 due
July 30, 2021	Award notifications sent to sub-recipients

How to Apply

Because organizations must be able to meet the financial requirements outlined in S172, the applications process will occur in two steps.

Step 1:

Applicants will provide a Letter of Intent (LOI) email to indicate intent to apply by **5 pm, June 25, 2021**.

The email should include a bulleted list of the following information

- the organization’s name
- the organization’s tax ID number
- the **first 3 parts of your unique contract agreement number, for example, 103-01-123** (Leave off the site number (last 2 digits) as you may have sites that are different than during the remote learning grant.)
- a sentence stating intent to apply for the Learning Loss and Enrichment Grant for one or more sites; list the anticipated site(s) as of time of LOI. (This isn’t binding as sites may change.)

The following attachments must be included:

- 1) EITHER an audited financial statement OR a current (most recent) balance sheet and income statement.
- 2) proof of current SAM.gov registration if the organization has accumulated or will accumulate with this next award \$50K or more in grant funds. (A screenshot of the “**active**” registration is sufficient.)

The LOI and financial documents shall be emailed to NCAllianceInfo@ymcatriangle.org with subject line **LOI_Org Name_103-01-XXX**. (Use the unique contract agreement number assigned to your organization for the remote learning site grant. At this time, do not include site number.)

Step 2:

Applicants who are notified by close of business July 2 that they are approved to request funding will submit their A-1 and A-2 by 5 pm, July 16 to be considered for the grant program.

- Applicants will use their organization’s unique contract agreement number on their applications without the site code (for example, 103-01-XXX). Site codes will be re-assigned as needed for this new grant program.
- A-1 and A-2 shall be emailed to NCAllianceinfo@ymcatriangle.org with subject line **LLE Application – Organization Name – Site Name**.

Components of Application for Step 2 If Approved in Step 1

Detailed Grant Narrative (A-1) and Budget (A-2) Instructions

A-1 Grant Scope of Work

In the **Attachment A-1: COVID-19 Grant Scope of Work**, sites must detail their plans for programming to reduce learning loss impacts supported by:

- social and emotional learning, and
- enrichment, and
- physical activity.

Sites must describe how they will address SEL, enrichment and physical activity for youth, along with program objectives and expected measurable outcomes.

Applications also must detail in the A-1 how budgeted expenses listed in the **Attachment A-2: NCPRO Coronavirus Grant Sub-recipient Budget** will apply to learning objectives and expected measurable outcomes.

Applicants are strongly encouraged to apply for financial reimbursement to cover **payroll expenses for staff** rather than to purchase equipment and supplies. See **Appendix B** for allowable expenses. *ONLY these expenses would be allowable, and proper documentation will be required for reimbursement.*

The proposed budget must clearly align with program activities, must be reasonable and necessary, and must provide a breakdown of costs by category listed on the A-2.

The A-1 should address these specific questions in narrative or bulleted format.

1. Provide a concise description of the proposed program(s) that clearly state(s) the intent of the proposed project(s), and describe how the proposed project(s) will address learning deficits caused by COVID-19 impacts, including SEL, enrichment and physical activity. *Note that SEL, enrichment and physical activity are all required components of the grant.*
2. Briefly describe the program components to be provided, and provide at least two (2) program objectives or measurable outcomes.
3. Provide the anticipated number of children to be served, the length of the program (for example, June 1-August 20), hours of operation of the program, and other details that will give

the reviewer a flavor of how children's needs will be met.

4. Evaluation: describe measurable outcomes that align with the proposed program(s) and provide a brief description of the plan for collecting, analyzing, and reporting participation and outcome data.
5. Identify the number of students to be served.
6. Include the total budget request and describe how budget requested aligns with proposed program components, reflecting the necessity and reasonableness of costs.

A-2 Budget

Complete row 9 and row 15 on the A-2 Budget. The A-2 should indicate the total amount budgeted in each category and the total of expenses.

Appendix B provides a list of reimbursable expenses under this grant; **ONLY** these expenses will be reimbursable. Take this into consideration as you plan your budget.

- **Row 9 instructions:**
 - Column B should indicate 103-01-XXX – your organization's assigned number from the remote learning grant.
 - Column C should indicate \$19,850,000.
 - Column D should indicate 21.019
 - Column E should indicate June 1-Dec 1, 2021
 - Column F should say NO.
 - Complete the other columns with your organizational information
- **Row 15 instructions:**
 - Column A should list the site name. (If your site name and organization are the same, list the organization name. If you have multiple sites, you need an A-1 and A-2 for each site, and column A should list the SITE name on each A-2.
 - Complete columns B-I, indicating the appropriate amount of funding for each category. Total maximum request permitted is \$35,000 per site.
 - Column J may be used to indicate additional information – use if needed.
 - Do not fill out additional rows—only row 15 should have a number in it. If you do not have any expenses in a certain category, indicate \$0 in that column.

Single Audit Expense:

If your organization has received more than \$500,000 in federal and/or state grants in total, your organization will be required by the state of North Carolina to undergo a Single Audit for your fiscal year during which CARES Act funds were received.

If you elect to request reimbursement for Single Audit, please include in your A-1 scope and A-2 budget. However, **Please note:**

- Coronavirus Relief Funds (CRF) can only be used to cover a **proportionate amount of the audit**, so if an organization received \$100,000 in CRF funds and \$400,000 in other funds, CRF could be used to pay 1/5th of the cost of the audit.
- For organizations for which the Single Audit applies and that would like to use these funds to cover a portion of that expense, additional documents will need to be submitted at time of application:
 - On your CPA’s letterhead, a written estimate for the Single Audit expense, including identification of the year of the single audit and the date the audit will be completed.
 - A schedule of all federal funds received during the audit period, by grantor and amount; this schedule must be certified as accurate by an official of the organization who bears fiscal responsibility for the organization.

Naming Files

When submitting the A-1 and A-2 for your site(s), please name the files in this manner:

- 103-01-XXX LLE A-1 OrgName_SiteName
- 103-01-XXX LLE A-2 OrgName_SiteName

Use the 3-digit number for your organization that was assigned during the remote learning grant program.

If you are seeking funds to be used for the Single Audit, name those files this way:

- 103-01-XXX LLE SingleAudit_Estimate OrgName_SiteName
- 103-01-XXX LLE SingleAudit_Schedule OrgName_SiteName

Application Scoring Rubric

Program(s) description	20 points
Program(s) objectives	10 points
Evaluation plan	10 points
Budget alignment	20 points
Total possible points	60 points

Performance Measures and Other Reporting If Awarded Funds

- Sub-recipients (sites) will report their activities and reimbursement requests monthly according to a schedule to be provided by **July 30, 2021**.
- Sub-recipients will submit an **Attachment C-1: COVID-19 Grant Project Status Report** monthly, detailing progress toward outlined program objectives and listing the number of students served during that reporting period. If no students are served in any given reporting period, no funds will be reimbursed for that reporting period.

- Sub-recipients will submit monthly an **Attachment C-2: NCPRO Coronavirus Grant Sub-Recipient Monthly Reimbursement Request** with all payroll registers, timesheets if applicable, receipts, and invoices sent as a separate PDF in the chronological order listed on the C-2.
- Any documents submitted to the NC Alliance/YMCA of the Triangle for reimbursement that are incomplete or otherwise not meeting the set-forth instructions will NOT be reviewed for reimbursement.

Award Notification

Sub-recipients will be notified on or before **July 30, 2021** of grant funds awarded and the total amount. Amounts requested may not be fully funded depending on the total of all requests and the funds available to be awarded.

Grant agreements will be sent for signatures prior to any reimbursement requests being reviewed.

Definitions

- **Learning Loss:**
The term **learning loss** refers to any loss of knowledge and skills or to reversals in academic progress, most commonly due to extended gaps or discontinuities in a student’s education i.e. summer break, school closures due to COVID. Many out-of-school time (OST) programs are designed to help mitigate this learning loss through summer and/or after school programs that focus on intentional instruction, social emotional learning, physical activity and enrichment lessons.
- **Social Emotional Learning (SEL):**
SEL is an integral part of education and human development. SEL is the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions.
- **Enrichment:**
Enrichment is the use of unique and innovative strategies to engage students, placing a special emphasis on making learning fun (*Afterschool Alliance, 2015a; Huang & Dietel, 2011; Coltin, 2010*). Program components vary and may include visual and performing arts, music, cooking, gardening, health and nutrition, cultural activities, technology and recreation (e.g., sports, dance, drill team, and outdoor games).
- **Physical Activity:**
Any bodily movement produced by skeletal muscles that requires energy expenditure. Children and youth should be active a minimum of 60 minutes or more of vigorous physical activity per day.

- Aerobic: Most of the 60 minutes or more per day should be either moderate- or vigorous-intensity aerobic physical activity and should include vigorous-intensity physical activity on at least 3 days a week.
- Muscle-strengthening: As part of their 60 minutes or more of daily physical activity, children and adolescents should include muscle-strengthening physical activity on at least 3 days a week.
- Bone-strengthening: As part of their 60 minutes or more of daily physical activity, children and adolescents should include bone-strengthening physical activity on at least 3 days a week.

These guidelines state that children and adolescents be provided opportunities and encouragement to participate in physical activities that are appropriate for their age, that are enjoyable, and that offer variety. (CDC)

Appendix A

S172 Statute Language Ending Remote Learning and Starting Learning Loss Grants Program

page 8, <https://www.ncleg.gov/Sessions/2021/Bills/Senate/PDF/S172v4.pdf>

conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement.

CONSTRUCTION OF PART

SECTION 3.6. Nothing in this Part shall be construed as appropriating funds paid to the State from (i) the Coronavirus State Fiscal Recovery Fund pursuant to the authorization set forth in section 602 of the Social Security Act or (ii) the Coronavirus Capital Projects Fund pursuant to the authorization set forth in section 604 of the Social Security Act.

PART IV. TECHNICAL AND OTHER CHANGES

EXTEND DATE FOR USE OF CERTAIN DISASTER RECOVERY FUNDS

SECTION 4.1.(a) Funds allocated to OSBM to be used as directed grants under sub-subdivisions f. and i. through l. of subdivision (2) of Section 2.1 of S.L. 2019-224 that have not been expended by June 30, 2021, shall remain available to implement the purposes of the directed grant until June 30, 2024. Funds that are not expended, made subject to an encumbrance, or disbursed to another entity, as of June 30, 2024, shall revert to the Hurricane Florence Disaster Recovery Fund in accordance with Section 3.1(c) of S.L. 2018-134.

SECTION 4.1.(b) Section 3.1(c) of S.L. 2019-224 reads as rewritten:

"**SECTION 3.1.(c)** Directed Grants; Sunset. – This section expires on June 30, ~~2021~~2024."

SECTION 4.1.(c) This section becomes effective June 30, 2021.

YMCA/REVISE USE OF COVID-19 FUNDS

SECTION 4.2. Section 3.3(103a) of S.L. 2020-4, as enacted by Section 1.2 of S.L. 2020-97 and amended by Section 3.2 of S.L. 2021-1, reads as rewritten:

"(103a) \$19,850,000 to YMCA of the Triangle Area, Inc., (YMCA) for the North Carolina Alliance of YMCAs (Alliance) which shall develop and administer a grant program to facilitate remote learning opportunities during the COVID-19 pandemic. Of the funds allocated under this subdivision, the Alliance and YMCA may use a total of five hundred thousand dollars (\$500,000) for administrative costs. For purposes of the grant program, the YMCA shall serve only as the fiscal agent for the Alliance. The following shall apply to the grant program developed and administered by the Alliance pursuant to this subdivision:

a. For the first round of grants awarded through the grant program developed and administered pursuant to this subdivision, all of the following shall apply:

a-1. All North Carolina YMCAs, YWCAs, Boys and Girls Clubs, county and municipal parks and recreation departments, and community-based organizations are eligible to receive grant funds. For purposes of this subdivision, the term "community-based organizations" means public or private nonprofit organizations of demonstrated effectiveness that are representative of a community or significant segments of a community that provide educational or related services to individuals in the community, such as parks and recreation programs, YMCAs, YWCAs, and Boys and Girls Clubs.

b-2. All applicants shall submit a plan detailing how grant funds will be spent and the estimated number of children that will be served with grant funds.

- ~~e.3.~~ Priority shall be given to applicants serving populations from local education agencies that are operating under Plans B and C of the Department of Health and Human Services guidelines for school operations.
- ~~d.4.~~ Individual grants shall not exceed one hundred thousand dollars (\$100,000).
- ~~e.5.~~ Applicants shall demonstrate the ability to use all grant funds before the deadline established by applicable federal law and guidance.
- ~~f.~~ ~~Of the funds allocated in this subdivision, the Alliance and YMCA may use a total of one hundred thousand dollars (\$100,000) for administrative costs.~~
- ~~6.~~ No later than June 7, 2021, grantees with remaining funds shall submit to the YMCA final expenses incurred up to and including May 31, 2021, and the estimated cost of the single audit, if a single audit is required, for which they are seeking reimbursement from the grant program.
- b.** **The Alliance shall use funds that were appropriated by this subdivision but not allocated in the first round of remote learning grants to pay for required single audits and to award new grants to eligible organizations to address learning loss and enrichment due to the effects of the COVID-19 pandemic on students. For purposes of the learning loss and enrichment grant program, the YMCA shall serve only as the fiscal agent for the Alliance. The following shall apply to the awarding of learning loss and enrichment grants:**
 - 1.** Only organizations that were eligible in the first round of grants are eligible to apply for a learning loss and enrichment grant.
 - 2.** Grants shall be awarded to organizations providing programs that address learning loss supported by social emotional learning, enrichment, and physical activity.
 - 3.** Approval of applications shall be based upon an organization's (i) past performance of demonstrated knowledge of federal cost principles in remote learning site grants, (ii) having either an audited financial statement or producing current financial statements to demonstrate financial solvency, and (iii) submission of a plan detailing how grant funds will be spent and the estimated number of children that will be served with grant funds.
 - 4.** Individual grants shall not exceed thirty-five thousand dollars (\$35,000).
 - 5.** Applicants shall demonstrate the ability to use all learning loss and enrichment grant funds before the deadline established by applicable federal law and guidance."

REVISIONS TO THE STATUTORY CONTINUING RESOLUTION

SECTION 4.3.(a) G.S. 143C-5-4 reads as rewritten:

"§ 143C-5-4. Enactment deadline; procedures to be followed when the Current Operations Appropriations Act does not become law prior to the end of certain fiscal years.

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Appendix B

Allowable Expenses for Learning Loss and Enrichment Grant

Only the following expenses will be reimbursable.

Payroll

- Staff who spend 100% of time on learning loss and/or enrichment. Only positions detailed in the A-1 and A-2 will be eligible for reimbursement.
- Staff who divide their time between learning loss and/or enrichment and other responsibilities at their organization as detailed in the A-1 and A-2. (Timesheets must be provided in this case, even for highest level staff—board member needs to sign.)
- Contract employees, as detailed in the A-1 and A-2, who spend 100% of their time on learning loss and enrichment-supported with vendor invoice describing the work done, dates, and times.

Learning Loss/ Summer Learning /Afterschool

- Hardware (computers/laptops) for students (if you used your remote learning funds to purchase technology, you will need to describe in detail in the A-1 the need for additional or replacement items.)
- Software programs
 - ABC Mouse
 - Reading A-Z
 - Raz Kids
 - Reflex
 - Prodigy
- Classroom Supplies
 - Pencils/Pens
 - Pencil Sharpener
 - Paper: Ruled/Copy Paper
 - Staplers
 - Rulers
 - Calculators
 - Ipad Stands
 - Headphones

Social Emotional Learning

- Curriculum
- Printing/copying cost to print/copy curriculum materials
- Bean bag chairs, rugs, books for quiet/calm down corners/spaces
- Soothing fidget items (Koosh balls, play dough, manipulatives)
- Books

Enrichment (provide detailed description for these items tied to a learning objective)

- Arts and Crafts Supplies
 - Construction Paper
 - Glue/Glue Sticks
 - Scissors
 - Markers/Crayons/Colored Pencils
 - Paint, Paint Brushes
 - Pastels
 - Chalk
 - Paper Bags/Paper Plates
 - Yarn
 - Lanyards
 - Popsicle Sticks
 - Easels
 - Beads
- STEM
 - Blocks (wooden blocks, Legos, Lincoln Logs, Magnatiles)
 - Manipulatives
 - Cars/Race Tracks
 - Grocery Items needed for science projects such as Vinegar, Baking Soda, Corn Starch, Spaghetti Noodles, Marshmallows, etc.
- Music
 - Recorders
 - Bang Sticks
 - Drum Sticks
 - Tambourines
 - Bells
 - Ukulele
- Signage related to mask requirements, distancing, etc.

Physical Activity Physical Education/Wellness Supplies (provide detailed description for these items tied to a learning objective)

- Balls
- Goals
- Sports Equipment (cones, hockey sticks, baseball bats/gloves)
- Yoga Mats

- Hula Hoops
- Jump Ropes
- Poly Spots

COVID Safety Items

- Masks
- Hand Sanitizer
- Floor markers
- Cleaning supplies
- Cleaning services
- Gloves

Evaluation Tools

- Algorhythm for Hello Insight,
- Deveraux Student Strengths Assessment (DESSA) from Aperture Education
- Program Quality Assessment (PQA) from Weikart Center for Youth Program Quality
- ASQ®:SE 2 (Ages & Stages Questionnaires®: Social-Emotional Second Edition)
- Alternatively, an assessment tool supported by your local school district is acceptable if stated in the A-1

NOT Allowable Expenses

- Utilities, rent, any expenses tied to the facility itself
- Classroom furniture
- Food purchased for the purpose of snacks/incentives (food purchased for science experiments should be allowed; needs to be explained on the A-1)
- Storage supplies (baskets, bins, shelves, etc.)