# Social Isolation Supports Grant 2022 Request for Applications



Assembly Bill 130, Chapter 44, Sec.164 the California State Budget 2021-22FY

**Application Due Date:**

**February 18, 2022**

Administered by the:

California Department of Education

CDE’s Social Isolation Supports Grant Administrator

1430 N Street, Suite 5602

Sacramento, CA 95814

Phone: 916-445-2652

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## Program Description

### Purpose

The California Department of Education (CDE) is accepting applications from Community-Based Organizations supporting Local Educational Agencies with the implementation of high quality integrated academic, behavioral, and social-emotional learning practices that target and counter Social Isolation, as such terms are defined in Appendix C.

Grants shall serve one or more of the following populations:

* Youth who encountered Social Isolation during the Coronavirus (COVID-19) pandemic
* Youth who encountered Social Isolation during distance learning
* Youth who continue to have difficulty in building healthy social connections
* Youth who were without social contact from other students and school staff
* Youth from low socio-economic backgrounds
* Youth from historically marginalized groups:
  + Students of Color
  + LGBTQ+ Youth
  + Youth who are English learners
  + Youth who are foster youth
  + Youth who meet income requirements to receive a free or reduced-price meal

Grant funding shall be used for the following purposes:

* Counter Social Isolation experienced by students
* Implement high quality integrated academic, behavioral, and social-emotional practices that counter Social Isolation

### Grant Information

The Social Isolation Supports Grant provides funding for eligible expenses that are incurred between the receipt of the funding and June 30, 2024. Funds available to each applicant are based on the content and quality of the submitted application and proposed budget. The total grant budget for this Request for Applications (RFA) is up to two million dollars ($2,000,000).

### Funding Levels

Each award amount for the Social Isolation Supports Grant shall be no more than $250,000.

The CDE will fund successful grant applications at the level requested if the program application is well-justified and the budget is realistic and well-supported. The CDE reserves the right to fund applications at a greater or lesser amount if it is determined that the application requires an adjustment of funding, or if state funding is not sufficient to fully fund all applications that merit an award.

### Fund Distribution

The Social Isolation Supports Grant will be distributed at one time, shortly after the notice of awards are sent.

### Eligibility Requirements

For the purposes of this grant, an applicant must be a Nonprofit, Community-Based Organization registered to do business in California as evidenced by active status, as listed on the Secretary of State’s Business Entities Business Search website at <https://businesssearch.sos.ca.gov/>, and exempt from federal income taxation as an organization pursuant to Section 501(c)(3) of the Internal Revenue Code as described in the Addendum C. Nonprofit status will be verified using the Employer Identification Number (EIN) provided on the Cover Letter. Social Security Numbers (SSNs) will not be accepted and for purposes of security should not be provided on the Cover Letter or anywhere else in the application.

A Nonprofit public charity that does not have current 501(c)(3) status may apply with a Nonprofit public charity sponsor that has current 501(c)(3) status.

### Allowable Activities and Costs

Budgets for the use of grant funds will be reviewed and scored as part of the application process. Allowable activities will be evaluated based on the likelihood the purpose of the grant will be achieved. Events and convenings that facilitate in-person, face-to-face interactions between students and their community when available and otherwise serve the purpose of the grant are preferred. Items deemed non-allowable, excessive, or inappropriate will be eliminated and the budget adjusted accordingly. Budgets that include non-allowable, excessive, or inappropriate items will receive a lower score. Allowable expenditures may include, but are not limited to the following:

* Training for students or staff
* Youth development activities
* Direct costs associated with programmatic interventions, such as training and release time, project materials and supplies, and services required by project staff, service providers, parents, and students.
* Counseling or case management
* Peer mediation or youth leadership programs
* Events and convenings

### Non-allowable Activities and Costs

* Grant moneys shall not be used for any purpose outside the State of California. In addition, funds provided under this grant may not be used for:
* Preparation, delivery, and travel costs associated with the application;
* Telephone systems, fax machines, and telephones, including cell phones and landlines;
* Purchasing of vehicles;
* Acquiring equipment for administrative or personal use;
* Purchasing furniture (e.g., bookcases, chairs, desks, file cabinets, tables);
* Purchasing or leasing facilities;
* Remodeling facilities not directly related to accessibility to instruction or services;
* Providing sub-grants or subcontracts to members of the partnership or other agencies. This includes mini-grants, which are different than service contracts;
* Purchasing food services, refreshments, banquets, and meals;
* Purchasing promotional favors, such as bumper stickers, pencils, pens, or   
  T-shirts;
* Purchasing subscriptions to journals, magazines, or other periodicals;
* Other activities that do not serve the purposes of the grant program.

### Administrative Cost Rate

A Nonprofit community-based organization awarded the Social Isolation Supports Grant shall not use more than 10 percent of the grant for administrative costs.

Administrative costs are the costs of personnel and supplies which are used to implement the Social Isolation Supports Grant and are administrative in nature and do not have a direct relationship to support individuals in the program. Administrative costs include items such as: accounting, budgeting, payroll preparation, personnel services, purchasing, and centralized data processing. Conversely, direct costs are costs that provide measurable, direct benefits to a particular program.

## Accountability

### Reporting Requirements

After an application is approved, a Grant Award Notification (GAN) letter, a Payee Data Record (STD-204), and a Payee Data Record Supplement (STD-205) will be mailed to successful grantees. The grantee must sign and return the GAN, STD-204, and the STD-205 to the CDE in order for funds to be released.

To ensure the successful implementation of the Grant to Create Social Isolation Supports, grantees are required to submit an end-of-project report to show that program outcome measures are being met, and an expenditure report to show how funds were actually spent. These must include any and all elements required by the CDE, as well as any locally determined measures. The applicant is responsible for submitting all data required by the CDE in a format to be determined by the CDE.

* End-of-Project Report
  + Participating student and school data
  + Program goals and outcome data
* End-of-Project Expenditure Report

Failure to submit required reports or evidence that deliverables have been met could result in the loss and/or remittance of some or all awarded funds.

### Reporting Timeline

| Date | Activity |
| --- | --- |
| April 2022 | GAN Letter Signed by Grantee and Received by the CDE |
| June 30, 2024 | End-of-Project Report and Expenditure Report Due |

## Application Procedures and Processes

### Program Timeline

| Date | Activity |
| --- | --- |
| February 4, 2022 | RFA Release Date. Email must be sent to [EquityGrants@cde.ca.gov](mailto:EquityGrants@cde.ca.gov) in order to obtain the Project Code and Upload Password by February 17, 2022, 11:59 PM Pacific Standard Time (PST) |
| February 18, 2022 | Applications must be received at the CDE, by 11:59 p.m. Pacific Standard Time (PST) |
| February 2022 - March 2022 | Scoring of Applications |
| March 2022 | Grantees Announced |
| Two weeks after grantees are announced | Appeals must be received at the CDE |
| April 2022 | GAN Letters Released |
| May 2022 | Disbursement of Funds |
| June 30, 2024 | All Funds Must be Encumbered |

### Application Due Date

The Social Isolation Supports Grant application, required forms, and all supporting documents must be received by the CDE on or before **Friday, February 18, 2022**, by 11:59 p.m. PST via ExFiles (see below).

### Application Submission Procedures

#### ExFiles Upload Procedures:

After completing each of the attachments contained in the Grant to Create Social Isolation Supports RFA, applicants must complete three separate operations to submit their application.

1. Create a single folder which includes the two separate required files: (1) the Application Packet (Attachment I), and (2) Attachment II (see Appendix A: Application Submission Checklist).
2. Once the folder is created, applicants will need to save the folder, and its contents, as a single .ZIP file.
3. Once the .ZIP file has been created, upload the .ZIP file into the CDE’s ExFiles File Transfer System.

#### Creating a .ZIP File:

For convenience, we have provided applicants with instructions on how to create a .ZIP file for both Windows and MacOS users. Please see below:

**.ZIP Files for Windows**  
<https://support.microsoft.com/en-us/help/14200/windows-compress-uncompress-zip-files>

**.ZIP Files for MacOS**  
<https://support.apple.com/guide/mac-help/compress-uncompress-files-folders-mac-mchlp2528/mac>

When creating the .ZIP file, please name the .ZIP file with the official organization name (must match the Secretary of State’s Business Entities Business Search tool) and city as described below, please make sure to spell out all acronyms. Specifically, applicants must label the .ZIP file, submitted into the ExFiles File Transfer System, as follows:

Organization Name-City

Example: My Charity-San Francisco

#### Uploading the .ZIP File into the ExFiles File Transfer System

Follow the instructions below to complete the upload process into ExFiles:

1. After creating the .ZIP file and labelling the .ZIP file as instructed above, enter the URL (provided below) to access the ExFiles File Transfer System.

<https://www3.cde.ca.gov/exfiles/index.aspx?pid=194>

1. Once arriving at the ExFiles File Transfer System web page, a prompt will appear to enter the Project Code.

After entering the Project Code, a prompt will ask for the Upload Password.

**Note:** The Project Code and Upload Password can be obtained by sending an email request to [EquityGrants@cde.ca.gov](mailto:EquityGrants@cde.ca.gov). The email must be received by February 17, 2022, 11:59 PM, 24 hours before the RFA deadline.

Next, select a file to upload. Select the “choose file” button.

Navigate to the .ZIP file to be uploaded.

**Note:** Only one .ZIP file can be uploaded at a time.

1. After selecting the correct .ZIP file, the file upload screen will reappear. In the description text box, enter the exact name of the .ZIP file selected for upload.

**Note:** The name of the .ZIP file selected and the description must be the same.

1. Once the .ZIP file has been selected, and the .ZIP file name has been entered into the description text box, Select the “upload file” button.

**Note:** Do not encrypt the file. Do not select a file encryption type or enter anything into the File Encryption Password text box. Just select “upload file.”

1. After selecting “upload file,” the name of the.ZIP file and the description of the .ZIP file (these should be the same), will be displayed in the File Listings table.
2. Within the File Listings table, a date and time stamp will be displayed next to the .ZIP file name and description of the application.

**Note:** The information displayed in the File Listings table will serve as a confirmation receipt. It is highly recommended to save/print this page for future reference.

The CDE’s Social Isolation Supports Grant Administrator will not verify if the .ZIP file submitted contains all of the necessary documents required in the RFA until after the submission deadline on Friday, February 18, 2022, by 11:59 p.m. PST. It is the responsibility of each applicant to ensure their application is completed in full.

If all required documents were not included, contact [EquityGrants@cde.ca.gov](mailto:EquityGrants@cde.ca.gov) and request that the previous submission be deleted. Once the previous submission has been deleted, a new .ZIP file can be uploaded prior to the submission deadline on Friday, February 18, 2022, by 11:59 p.m. PST.

If an applicant submits multiple .ZIP files with only partial information, regardless of whether they comprise all the requirements in the RFA, they will be considered two separate incomplete applications, and both applications will automatically be disqualified from consideration.

Each applicant must submit one .ZIP file in its entirety with all the required documents by the previously stated deadline to be eligible for Social Isolation Supports Grant.

### Incomplete and Late Applications

Incomplete or late applications will not be considered.

### Application Review

Each application will be read and scored by a minimum of two reviewers. The application review process will occur during February-March 2022.

### Evaluation Criteria

Each application will be evaluated using the Social Isolation Supports Grant Rubric (see Appendix B).

### Appeals Process

Applicants who wish to appeal a grant award decision must submit a letter of appeal via email or standard mail to:

California Department of Education

CDE’s Social Isolation Supports Grant Administrator

1430 N Street, Suite 5602

Sacramento, CA 95814

The CDE must **receive** the letter of appeal, with an original signature by the authorized applicant, no later than **two weeks after the day of the grantee announcement**. A link to the funding results will be posted on the CDE’s Social Isolation Supports Funding Profile web page at <https://www.cde.ca.gov/fg/fo/profile.asp?id=5770> and communication, via email, will be sent to all applicants. Letters of appeal can be submitted via email to [EquityGrants@cde.ca.gov](mailto:EquityGrants@cde.ca.gov).

Appeals shall be limited to the grounds that the CDE failed to correctly apply the standards for reviewing the application as specified in this RFA. Dissatisfaction with the score received by the application is not grounds for appeal. The appellant must file a full and complete written appeal, including the issue(s) in dispute, the legal authority or other basis for the appeal position, and the remedy sought. The CDE will not consider incomplete or late appeals. The appellant may not supply any new information that was not originally contained in the original application.

CDE’s Social Isolation Supports Grant Administrator will make the final decision in writing within three weeks from the date that appeals are due to the CDE. That decision shall be the final administrative action afforded the appeal. All appeal decisions will be made prior to the issuance of the GAN letters.

## Grant Awards

### Grant Award Notification

Programs selected for funding will receive a GAN (AO-400) letter, the official CDE document that awards funds to local projects. In addition to the GAN, the STD-204 and STD-205 will be mailed to grantees.

Each grantee must sign and return the GAN, STD-204, and STD-205 to the CDE before project work may begin and disbursement of funds can be made.

### Assurances, Certifications, Terms, and Conditions

Assurances, certifications, terms, and conditions are requirements of grantees as a condition of receiving funds. The signed grant application submitted to the CDE is a commitment to comply with the assurances, certifications, terms, and conditions associated with the grant.

### Assurances and Certifications

Applicants do not need to sign and return the general assurances and certifications with the application. Instead, applicants must download assurances and certifications and keep them on file and available for compliance reviews, complaint investigations, or audits. Assurances and certifications are available on the CDE’s Funding Forms web page at <http://www.cde.ca.gov/fg/fo/fm/ff.asp>.

In addition, the grantee shall agree to the following Social Isolation Supports Grant assurances with the signing of the GAN letter:

* Expend grant funds based on the approved program grant application or written permission received from the CDE prior to implementing changes to the approved program application.
* Participate in all monitoring and evaluation activities provided by the CDE staff or designated representative.
* Submit all required deliverables and reports by the designated due date.

### Terms and Conditions:

The grant award will be processed upon receipt of the signed GAN. The GAN must be signed by the authorized agent and returned to the CDE within 10 working days.

All funds must be expended within the dates designated and for not more than the maximum amount indicated on the GAN. Encumbrances may be made at any time after the beginning date of the grant stated on the GAN. All funds must be expended by

June 30, 2024. No extensions of this grant will be allowed.

A budget revision is required if expenditures exceed 10 percent of the authorized budget item total in the approved budget. The budget revision must be approved by the CDE before expenditures are made.

The budget should display how the grant will be used to develop, implement, and sustain the proposed program(s). Proposed expenditures must demonstrate appropriate use of state funds.

## Application Questionnaire: Section for Submission

### Application Instructions and Format Requirements Attachment I – Application

Applications must adhere to the following formatting requirements:

* The application narrative must be in 12-point Arial font, single-spaced, normal character spacing, with one-inch margins. Tables or boxes used to present narrative information in text form must be in 12-point Arial font. The CDE will screen applications to ensure compliance with these requirements. If smaller font sizes or margins are used in the application, the community-based organization submitting the application will be disqualified. Once an application is deemed disqualified, it will not be considered for scoring or further review.
* Applications must be submitted/formatted on standard white, 8½- by 11-inch paper. Attachment I shall not exceed 15 pages. If Attachment I exceeds the page limit, the CDE will not allow application reviewers to score the additional pages.
* It is recommended that the applicant clearly identify prompts and number the pages in Attachment I.
* Submission of an application constitutes consent to the Assurances, Certifications, Terms, and Conditions (page 11) and to the release of information and waiver of the applicant’s right to privacy with regard to information provided in response to the RFA.
* An appendix (optional), consisting of letters of commitment from partners, is included in the page limit.
* Do not include hyperlinks or web page references in the application as embedded links cannot be followed or considered for scoring.

### Attachment II - Budget Worksheet

Use the Budget Worksheet (Attachment II) provided with the CDE’s Social Isolation Supports Grant RFA which can be found on the Social Isolation Supports Grant Main RFA web page at <https://www.cde.ca.gov/fg/fo/r10/social-isolation-rfa.asp>

* Create a proposed budget aligned to the purpose and goals of the Social Isolation Supports Grant.
* Provide a detailed explanation of each proposed expenditure. Costs should be as accurate as possible. All proposed expenditures (including conferences, services, and salaries) should be explicitly for the Social Isolation Supports Grant.
* Provide adequate detail and justification when significant funds are budgeted for an outside party or consultant to provide Social Isolation Supports Grant services.
* The Budget Worksheet contains multiple worksheets; all worksheets need to be completed.

#### A complete application consists of the following components:

1. Attachment I (.docx or .pdf), shall not exceed 15 pages
   1. Cover Sheet
   2. Application Narrative
   3. Appendix (Optional): Letters of support or commitment may be attached as an appendix. The letters must be originals, not form letters, and must specifically state the services, funds, and other support to be provided. Letters must contain signatures and be on official letterhead.
2. Attachment II (.xlsx)
   1. Budget Worksheet. The Budget Worksheet is not part of the Attachment I page limit and should be submitted as a separate .xlsx file. The Budget Worksheet can be located with the Social Isolation Supports RFA which can be found on the Social Isolation Supports Grant Main RFA web page at <https://www.cde.ca.gov/fg/fo/r10/social-isolation-rfa.asp>

### Application Narrative

1. Describe the proposed program and supports that address Social Isolation in at least one of the following areas:

* Counseling or case management
* Youth leadership development
* Youth life skills development
* Peer mediation
* Events and convenings
* Training for students and staff

1. Describe how the proposed program advances the purpose of the Social Isolations Supports Grant.
2. Identify and describe the target population the proposed program will serve and describe the organization’s capacity to operate culturally competent, high-quality, and cost-effective programs for the identified target population.

Grants shall serve one or more of the following populations:

* Youth who encountered Social Isolation during the Coronavirus (COVID-19) pandemic
* Youth who encountered Social Isolation during distance learning
* Youth who continue to have difficulty in building healthy social connections
* Youth who were without social contact from other students and school staff
* Youth from low socio-economic backgrounds
* Youth from historically marginalized groups:
  + Students of Color
  + LGBTQ+ Youth
  + Youth who are English learners
  + Youth who are foster youth
  + Youth who meet income requirements to receive a free or reduced-price meal

1. Describe the organization’s experience in addressing Social Isolation and effectively implementing successful programs.
2. Identify and describe at least three measurable outcomes that will demonstrate the proposed program’s success. Describe the alignment of stated outcomes with grant program goals and demonstrate the proposed program’s effectiveness in serving the identified target population.
3. Describe the organization’s sustainability plan beyond the life cycle of the grant, including, but not limited to, a plan to pursue other forms of funding, to leverage existing resources, and to collaborate with local, state, or federal partners.

## Cover Sheet

### Social Isolation Supports Grant Request for Applications

Please complete the following:

**Organization Name:** [Add Organization Name here]

Employer Identification Number (EIN): [EIN here] Note: Nonprofit status will be verified using the Employer Identification Number (EIN) provided on the Cover Letter. Social Security Numbers (SSNs) will not be accepted and for purposes of security should not be provided on the Cover Letter or anywhere else in the application.

**Mailing Address:**

[Add Mailing Address here]

[Add city here], CA [Add ZIP code here]

**Primary Contact:**

**Name:** [Add Primary Contact Name here]

**Title:** [Add Primary Contact Title here]

**Phone:** [Add Primary Contact Phone here]

**Email:** [Add Primary Contact Email here]

**Secondary Contact:**

**Name:** [Add Secondary Contact Name here]

**Title:** [Add Secondary Contact Title here]

**Phone:** [Add Secondary Contact Phone here]

**Email:** [Add Secondary Contact Email here]

I support this application for a Social Isolation Supports Grant. I assure that the organization applying will adhere to the intent and letter of the Social Isolation Supports Grant, along with the grant requirements and specifications identified in the Request for Applications. By signing my name, I am agreeing that my electronic signature is the legal equivalent of my manual signature on this form.

Signature of Authorized Officer

[Add Printed Name and title of Authorized Office here] [Add Date Signed here]

Printed Name and Title of Authorized Officer Date

## Appendix A: Application Submission Checklist

A complete Social Isolation Supports Grant application consists of the following components:

1. Attachment I (.docx or .pdf), shall not exceed 15 pages
   1. Cover Sheet
   2. Application Narrative
   3. Appendix (Optional): Letters of support or commitment may be attached as an appendix. The letters must be originals, not form letters, and must specifically state the services, funds, and other support to be provided. Letters must contain signatures and be on official letterhead.
2. Attachment II (.xlsx)
   1. Budget Worksheet. The Budget Worksheet is not part of the page limit and should be submitted as a separate file. The Budget Worksheet can be located on the Social Isolation Supports Grant Main RFA web page at <https://www.cde.ca.gov/fg/fo/r10/social-isolation-rfa.asp>.

## Appendix B: Scoring Rubric

1. Describe the proposed program and supports that address Social Isolation in at least one of the following areas:

* Counseling or case management
* Youth leadership development
* Youth life skills development
* Peer mediation
* Events and convenings
* Training for students and staff

| OUTSTANDING (5 points) | GOOD (3–4 points) | ADEQUATE (1–2 points) | MINIMAL (0 points) |
| --- | --- | --- | --- |
| Thoroughly, convincingly, and clearly describes the overall proposed program, and clearly identifies which activity/activities the program plans to address. Reader has a clear “big picture” of the proposed program. | Contains a strong description of the overall proposed program and identifies which activity/activities the program plans to address. | Describes the overall proposed program, may not identify which activity the program addresses. | Does not describe the overall proposed program, does not identify which activity the program addresses. |

1. Describe how the proposed program advances the purpose of the Social Isolations Supports Grant.

| OUTSTANDING (5 points) | GOOD (3–4 points) | ADEQUATE (1–2 points) | MINIMAL (0 points) |
| --- | --- | --- | --- |
| Thoroughly, convincingly, and clearly describes how the proposed program advances the grant purpose. | Contains a strong description of how the proposed program advances the grant purpose. | Addresses how the proposed program advances the grant purpose. | Does not describe how the proposed program advances the grant purpose. |

1. Identify and describe the target population the proposed program will serve and describe the organization’s capacity to operate culturally competent, high-quality, and cost-effective programs for the identified target population.
2. Youth who encountered Social Isolation during the Coronavirus (COVID-19) pandemic
3. Youth who encountered Social Isolation during distance learning
4. Youth who continue to have difficulty in building healthy social connections
5. Youth who were without social contact from other students and school staff
6. Youth from low socio-economic backgrounds
7. Youth from historically marginalized groups:
   1. Students of Color
   2. LGBTQ+ Youth
   3. Youth who are English learners
   4. Youth who are foster youth
   5. Youth who meet income requirements to receive a free or reduced-price meal

| OUTSTANDING (5 points) | GOOD (3–4 points) | ADEQUATE (1–2 points) | MINIMAL (0 points) |
| --- | --- | --- | --- |
| Thoroughly, convincingly, and clearly describes an organization with an outstanding capacity to operate culturally competent, high-quality, and cost-effective programs for identified target populations. | Contains a strong description of organization with at least a good capacity to operate culturally competent, high-quality, and cost-effective programs for identified target populations. | Describes organization that has at least an adequate capacity to operate culturally competent, high-quality, and cost-effective programs for identified target populations. | Does not adequately convince that the organization has the capacity to operate culturally competent, high-quality, and cost-effective programs for identified target populations. |

1. Describe the organization’s experience in addressing Social Isolation and effectively implementing successful programs.

| OUTSTANDING (5 points) | GOOD (3–4 points) | ADEQUATE (1–2 points) | MINIMAL (0 points) |
| --- | --- | --- | --- |
| Describes outstanding experience in addressing Social Isolation and effectively implementing successful programs. Contains detailed examples of successful experiences. | Describes good experience in addressing Social Isolation and effectively implementing successful programs. Contains examples of successful experiences. | Describes adequate experience in addressing Social Isolation and effectively implementing successful programs. Contains some examples of successful experiences. | Describes inadequate experience in addressing Social Isolation and effectively implementing successful programs. Does not contain examples of successful experiences. |

1. Identify and describe at least three measurable outcomes that will demonstrate the proposed program’s success. Describe the alignment of stated outcomes with grant program goals and demonstrate the proposed program’s effectiveness in serving the identified target population.

| OUTSTANDING (9-10 points) | GOOD (6-8 points) | ADEQUATE (3-5 points) | MINIMAL (0-2 points) |
| --- | --- | --- | --- |
| Thoroughly, convincingly, and clearly describes three measurable outcomes and the alignment of stated outcomes with grant program goals and provides evidence that the proposed program is effective in serving the identified target population. | Contains a strong description of three measurable outcomes and the alignment of stated outcomes with grant program goals and provides some evidence that the proposed program is effective in serving the identified target population. | Describes one or two measurable outcomes and the alignment of stated outcomes with grant program goals and provides little evidence that the proposed program is effective in serving the identified target population. | Does not describe measurable outcomes or any alignment of outcomes with grant program goals, nor provides evidence that the proposed program is effective in serving the identified target population. |

1. Describe the organization’s sustainability plan beyond the life cycle of the grant, including, but not limited to, a plan to pursue other forms of funding, to leverage existing resources, and to collaborate with local, state, or federal partners.

| OUTSTANDING (5 points) | GOOD (3–4 points) | ADEQUATE (1–2 points) | MINIMAL (0 points) |
| --- | --- | --- | --- |
| Thoroughly, convincingly, and clearly describes the organization’s ability to sustain the proposed program, including, a detailed plan to pursue other forms of funding. | Contains a strong description of the organization’s ability to sustain the proposed program, including, a plan to pursue other forms of funding. | Describes the organization’s ability to sustain the proposed program, including, mentions a plan to pursue other forms of funding. | Does not describe the organization’s ability to sustain the proposed program, does not include a plan to pursue other forms of funding. |

## Appendix C: Definitions

The following definitions are exclusive to this Request for Applications. Although some of these terms may be used by the California Department of Education and other state agencies, any differences that appear in this document do not imply changes in definitions and policies used by those agencies.

**Social Isolation –** A state of complete or near-complete lack of contact between an individual and other individuals and/or society. Occurs for long periods of time and impacts the social and emotional wellness of individuals.

**Nonprofit** (developed by the California Franchise Tax Board in FTB 927 Publication available at: <https://www.ftb.ca.gov/forms/misc/927.html>) **-**

An entity that both:

1. meets the criteria for Nonprofit status as described by the State of California Franchise Tax Board in FTA 927 Publication; and
2. has received a determination of tax-exempt or an acknowledgement of tax-exempt from the Franchise Tax Board.

For the avoidance of doubt, tax exempt for profit entities do not meet the definition of Nonprofit. Applicants should include a copy of its FTB documentation in its application and CDE program staff will verify the Nonprofit status of each applicant on the FTB website and may require articles of incorporation, bylaws or other documentation to establish eligibility.

*Note: For the purposes of this grant, an applicant must be a Nonprofit, Community-Based Organization registered to do business in California as evidenced by active status, as listed on the Secretary of State’s Business Entities Business Search website at* [*https://businesssearch.sos.ca.gov/*](https://businesssearch.sos.ca.gov/)*, and exempt from federal income taxation as an organization pursuant to Section 501(c)(3) of the Internal Revenue Code. Nonprofit status will be verified using the Employer Identification Number (EIN) provided on the Cover Letter. Social Security Numbers (SSNs) will not be accepted and for purposes of security should not be provided on the Cover Letter or anywhere else in the application.*

**Community-based organization** (definition found in 20 USC 7801 for federal education grants) **-**

The term “community-based organization” ([1](#community)) means a public or private Nonprofit organization of demonstrated effectiveness that—

**(A)** is representative of a community or significant segments of a community; and

**(B)** provides educational or related services to individuals in the community.

**Local educational agency** (definition found in 20 USC 7801 for federal education grants) **–**

The term “local educational agency” ([2](#lea)) means a public board of education or other public authority legally constituted within a State ([3](#state)) for either administrative control or direction of, or to perform a service function for, public elementary schools ([4](#elementary)) or secondary schools ([5](#secondary)) in a city, county, ([6](#county)) township, school district, or other political subdivision of a State, or of or for a combination of school districts or counties that is recognized in a State as an administrative agency for its public elementary schools or secondary schools.

**Links for Definitions:**

1. **Community-based Organization:**<https://www.law.cornell.edu/definitions/uscode.php?width=840&height=800&iframe=true&def_id=20-USC-1991540508-1493090985&term_occur=999&term_src=title:20:chapter:70:subchapter:VIII:part:A:section:7801>
2. **Local Educational Agency:**<https://www.law.cornell.edu/definitions/uscode.php?width=840&height=800&iframe=true&def_id=20-USC-1021888967-1992228350&term_occur=999&term_src=title:20:chapter:70:subchapter:VIII:part:A:section:7801>
3. **State:**<https://www.law.cornell.edu/definitions/uscode.php?width=840&height=800&iframe=true&def_id=20-USC-80204913-958819746&term_occur=999&term_src=>
4. **Elementary Schools:**<https://www.law.cornell.edu/definitions/uscode.php?width=840&height=800&iframe=true&def_id=20-USC-1852188632-958819654&term_occur=999&term_src=title:20:chapter:70:subchapter:VIII:part:A:section:7801>
5. **Secondary Schools:**<https://www.law.cornell.edu/definitions/uscode.php?width=840&height=800&iframe=true&def_id=20-USC-431720352-958819743&term_occur=999&term_src=title:20:chapter:70:subchapter:VIII:part:A:section:7801>
6. **County:**<https://www.law.cornell.edu/definitions/uscode.php?width=840&height=800&iframe=true&def_id=20-USC-1354575542-958819645&term_occur=999&term_src=title:20:chapter:70:subchapter:VIII:part:A:section:7801>