

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

Cover Page

Mail or hand deliver signed original to:

ASES Kids Code Grant Pilot Program Application
Expanded Learning Division
California Department of Education
1430 N Street, Suite 3400
Sacramento, CA 95814-5901

Agency Name:	
County-District-School/Federal Employer Identification Number:	
County Name:	
Authorized Agent Name:	
Authorized Agent Professional Title:	
Authorized Agent Address:	
Authorized Agent City, State, Zip Code:	
Authorized Agent Telephone Number:	
Authorized Agent Email Address:	
Total Amount Requested:	

I hereby certify that I have read, acknowledge, and agree to the terms as stated on the Certified Assurances, as well as on all forms contained herein not requiring individual signature.

Authorized Agent Signature:	Date:
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**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

Signature and Approvals Form

School Principal or Executive Director Approval

The school principal or executive director of a direct-funded charter school of each school to be served by the proposed program must approve this program application.

County-District-School Code	School Name	Name of School Principal or Executive Director	Signature of School Principal or Executive Director

School District Approval

The local educational agency (LEA) superintendent must be in agreement with the intent of this application. The LEA superintendent assures that all schools in this application meet eligibility requirements for funding pursuant to the terms and conditions described on page five in the request for applications.

If the LEA superintendent is already a signatory on this application, then signature below is not required.

Direct funded charter schools applying for grant funding are not required to obtain the superintendent's signature for approval.

County-District Code	School District Name	Name of Superintendent	Signature of Superintendent

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

Authorized Designee Form

An **Authorized Signature** refers to a signature from a person who is eligible to authorize and sign on behalf of an agency or organization in recognition that a grant application has been submitted. In the absence of the authorized signature, a designee is able to sign the After School Education and Safety (ASES) Kids Code Grant Pilot Program application. Signatures from designees will only be accepted with a copy of a recent governing board resolution or minutes specifically authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents.

Signature authority is the permission to execute transactions up to limits established by relevant applicant agency's policies and permission to approve transactions for execution. This approval attests to the appropriateness of the transaction within the applicant's program objectives and budgetary authorizations.

Individuals who receive delegated authority shall have active involvement with the activity being conducted; and have sufficient knowledge of the applicant agency's policies, rules, laws, regulations, and procedures to ensure compliance.

Will an authorized designee sign this application? If yes, a copy of a recent governing board resolution or minutes specifically authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents must be included with the application materials.

Yes No

Agency Name:	
Designee Name:	
Designee Title:	
Designee Signature:	
Signature Date:	

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

Program Requirements Narrative
(5 Page Maximum)

The applicant must attach and submit with the application a maximum five-page narrative addressing all of the following program elements.

1. Describe how the applicant plans to offer high-quality coding curriculum and a commitment to provide instructional training to coding instructors utilizing a train-the-trainer model.
2. Describe how the applicant plans to establish a plan for sustaining the program beyond the three-year pilot program.
3. Describe how the applicant will inspire pupils, especially those in under-represented and underserved populations, to consider science, technology, engineering, and mathematics (STEM) education and careers.
4. Describe how the applicant will incorporate a college and career component that includes information about growing STEM opportunities in education and careers, and STEM internships and field trips that expose youth to STEM college opportunities and careers.
5. Describe how the applicant will incorporate introductory digital literacy and responsible use of technology into its after school program curriculum.
6. Describe how the applicant will be scheduled to meet the minimum 60 day requirement and serve 25 percent of the after school programs enrollment.

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

Sample Award Calculator

Funding Categories:

- Up to 600 students—\$50,000 maximum
- 601–899 students—\$65,000 maximum
- 900 or more students—\$80,000 maximum

County-District-School Code	School Name	School Type	Total School Enrollment	Days of Operation	Students Served	Total Amount Requested
12345678901234	Example Middle School	M	650	80	40	\$65,000
23456789012345	Excellent Elementary	E	984	70	60	\$80,000
34567890123456	Incredible Elementary	E	330	80	45	\$50,000
45678913265481	Super Middle School	M	650	80	50	\$65,000
91375486257612	Top Elementary	E	984	80	30	\$80,000
34687946132582	Outstanding Elementary	E	330	70	45	\$50,000
98765432109876	On Point Middle School	M	330	70	50	\$50,000
49163467826455	Awesome Middle School	M	753	80	60	\$70,000

Note: The minimum number of operational days for the After School Education and Safety Kids Code Grant Pilot Program is 60 days per school site.

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

**Sample Site Budget(s)
Page 1**

Provide a sample, three-year budget for each funding category for which the applicant is applying (\$50,000; \$65,000; or \$80,000). If applying for multiple sites, and/or multiple funding categories, only one sample budget per funding category is required. The budget does not need to be equal amounts each year.

Year One—Fiscal Year 2018–19

Note: Grant payments will not occur until January 2019 at the earliest. The budget for year one should reflect this timeline accordingly.

Series Description	Series Category	Description	Requested Budget
Certificated Personnel Salaries	1000		
Classified Personnel Salaries	2000		
Employee Benefits	3000		
Books and Supplies	4000		
Services and Other Operating Expenditures	5000		
Subcontracts and Agreements	5100		
Indirect Costs	7000		
Total Amount Requested			

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

**Sample Site Budget(s)
Page 2**

Year Two—Fiscal Year 2019–20

Series Description	Series Category	Description	Requested Budget
Certificated Personnel Salaries	1000		
Classified Personnel Salaries	2000		
Employee Benefits	3000		
Books and Supplies	4000		
Services and Other Operating Expenditures	5000		
Subcontracts and Agreements	5100		
Indirect Costs	7000		
Total Amount Requested			

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

**Sample Site Budget(s)
Page 3**

Year Three—Fiscal Year 2020–21

Series Description	Series Category	Description	Requested Budget
Certificated Personnel Salaries	1000		
Classified Personnel Salaries	2000		
Employee Benefits	3000		
Books and Supplies	4000		
Services and Other Operating Expenditures	5000		
Subcontracts and Agreements	5100		
Indirect Costs	7000		
Total Amount Requested			

**After School Education and Safety Program
Kids Code Grant Pilot Program**

**Certified Assurances
Page 1**

These Certified Assurances, per California *Education Code (EC)*, are required as part of the After School Education and Safety grant Kids Code Grant Pilot Program.

Note: All grantees are required to retain on file a copy of the General Assurances for their records and for audit purposes. Please download the latest General Assurances on the California Department of Education (CDE) Funding Forms web page at <https://www.cde.ca.gov/fq/fo/fm/ff.asp>. Grantees should not submit General Assurances to the CDE.

On behalf of the applicant agency, the authorized signature or designee and all co-applicants (if applicable) hereby agree to, and certify the following:

1. The program agrees to follow all fiscal reporting and auditing standards required by the CDE (*EC* Section 8482.3[f][5]).
2. As required by the CDE, programs will submit program attendance on a semiannual basis (*EC* sections 8482.3[f][10][B] and 8484[a][1][B]).
3. Every pupil attending a school operating a program is eligible to participate in the program, subject to program capacity (*EC* Section 8482.6).
4. Offsite programs will ensure communication among teachers in the regular school program, after school staff, and parents of students. (*EC* Section 8482.8[a][2]).
5. The program will assume fiscal accountability (*EC* Section 8483.3[c][9]).
6. The program will ensure that the program maintains a pupil-to-staff member ratio of no more than twenty-to-one (*EC* Section 8483.4). The funding for this program cannot be used as part of the ASES core program twenty-to-one pupil-to-staff ratio.
7. All program staff and volunteers will be subject to the health screening and fingerprint clearance requirements in current law and district policy for school personnel and volunteers in the school district (*EC* Section 8483.4).

**After School Education and Safety Program
Kids Code Grant Pilot Program**

**Certified Assurances
Page 2**

8. All funds expended will supplement, but not supplant, existing funding for after school programs. State categorical funds for remedial education activities shall not be used to make the required contribution of local funds for those after school programs (*EC* sections 8483.5[e] and 8483.7[b]).
9. A program may expend on indirect costs no more than the lesser the school district's indirect cost rate, as approved by the CDE for the appropriate fiscal year or five percent of the state program funding received (*EC* Section 8483.9[a]).
10. An offsite program shall comply with all statutory and regulatory requirements that are applicable to similar programs conducted on the school site (*EC* Section 8484.6[b]).
11. The applicant offers high-quality coding curriculum and a commitment to provide instructional training to coding instructors utilizing a train-the-trainer model.
12. The applicant has established a plan for sustaining the program beyond the three-year pilot program.
13. The applicant inspires pupils to consider STEM education and careers.
14. The applicant incorporates a college and career component that includes information about growing STEM opportunities in education and careers, and STEM internships and field trips that expose youth to STEM college opportunities and careers.
15. The applicant incorporates introductory digital literacy and responsible use of technology into its after school program curriculum.
16. The program will be scheduled a minimum of 60 days and serve at least 25 percent of the after school enrollment.

By signing the Cover Page, I acknowledge understanding of and agreement with California *EC* Certified Assurances 1–16. Please keep a copy for your own records.

After School Education and Safety Program Kids Code Grant Pilot Program Application

Disqualification Form Page 1

The following conditions must be met for an application to be considered for ASES Kids Code Grant Pilot Program funding. If an applicant does not comply with all of the following items, either individual schools or the entire application **will** be disqualified from funding consideration.

Application Disqualifications

1. Application forms (see Application Checklist) that are submitted to the California Department of Education after 5 p.m. on Monday, November 5, 2018 will be disqualified. **Postmarks will not be accepted.** Applications that are sent by guaranteed, overnight, priority mail, or other means must include verifiable documentation from the delivery service assuring delivery date by the due date and time. Dates printed on Mobile Bar Codes, such as the Quick Response Codes available at the US Postal Service, are not considered postmark dates for the purpose of determining timely filing of an application.
2. A Cover Page without an original authorized signature, or without a designee signature submitted with a copy of a recent governing board resolution or minutes clearly authorizing the designee to accept and sign as a proxy for financial statements and legally binding documents, will be disqualified.
3. An individual school that is not a currently funded ASES grantee is ineligible and **will** be disqualified.
4. An individual school without a Program Requirements Narrative describing each of the six elements **will** be disqualified.
5. An individual school not in Good Standing, as defined in the Request for Applications, **will** be disqualified.

Individual School Site Disqualifications

6. A Signature and Approvals Form without an original signature from the school site principal or executive director from a direct-funded charter school will be disqualified.
7. The school must have an active County-District-School (CDS) code at the time the application is submitted or the site will be disqualified.

**After School Education and Safety Program
Kids Code Grant Pilot Program Application**

**Disqualification Form
Page 2**

Note: Although applicants with active CDS codes are eligible to apply the school must have verifiable Free and Reduced-Price Meal (FRPM) data through the California Longitudinal Pupil Achievement Data System to be considered in the funding determination. The Expanded Learning Division will not accept the Estimated FRPM Worksheet.

Note: All signatures must be original “wet” signatures using blue ink. Applications that are submitted with signature stamps, electronic stamps, or any form of reproduced stamp will be disqualified.