# System of Support for Expanded Learning Fiscal Year 2021–22 Renewal Application

**Renewal Applications must be received by the California Department of Education no later than 11:59 p.m. on April 16, 2021**

**Expanded Learning Division**

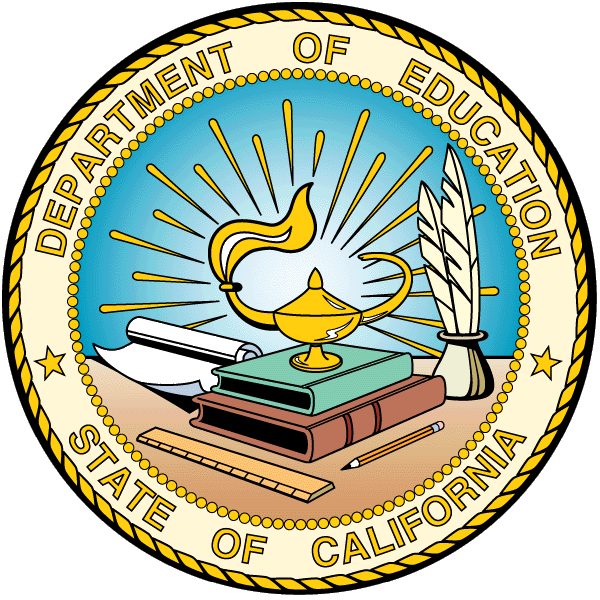
**California Department of Education**

**1430 N Street, Suite 3400**

**Sacramento, CA 95814-5901**

**916-319-0923**

**February 2021**



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## Timeline

| **Important Events** | **Date** |
| --- | --- |
| 2021–22 Renewal Application posted to the California Department of Education (CDE) System of Support for Expanded Learning (SSEL) web page | March 15 2021 |
| 2021–22 Renewal Applications from county offices of education (COEs) due to the CDE by email | April 16, 2021 |
| 2021–22 Renewal Applications reviewed by the CDE | April 19–30, 2021 |
| COE Notification of Renewal Status | May 17, 2021 |

## Grant Renewal Application

### Background and Purpose

The Expanded Learning Division (EXLD) of the CDE currently provides technical assistance (TA) funding to 16 COEs throughout 11 regions designated by the California County Superintendents Educational Services Association (CCSESA)**.**

The COEs receive funding to be part of a regional team to provide field-based TA to expanded learning programs (EXLPs) that receive federal funding for 21st Century Community Learning Centers (CCLC) sites and/or state funding for After School Education and Safety (ASES) sites in their counties. This TA structure, a result of California *Education Code* (*EC*) Section 8483.55 and Title 20 United States Code Section 7172(c)(3), was developed to support needs-driven TA and to create a regional system of support. The regional system of support for California is called the SSEL.

The purpose of the SSEL funding is to build the capacity of EXLPs to meet all grant requirements defined in statute and to promote high quality programs and services.

Local assistance funds to support program improvement and TA have been previously allocated to at least one local provider in each of the 11 CCSESA regions. The EXLPs have greatly benefited from this system. There are over 4,500 sites offering academic support for students before school, after school, during summer, and intersession. In addition to academic assistance and enrichment, EXLPs have also begun to address the many important efforts being made to educate the whole child. EXLPs are part of a larger trend of providing educational opportunities in many ways for students who have little or no access to educational support.

The EXLD has executed a strategic planning process that gathered input from the field regarding how to most effectively address the needs of EXLPs. Based on the recommendations of the strategic planning teams, the EXLD refined its approach to providing TA in order to establish a more comprehensive and responsive system of support for EXLPs commensurate with the needs of this growing and evolving field.

### Eligibility and Applicant Requirements

#### Who May Apply

This Renewal Application is limited to the COEs currently receiving TA funding from the CDE under the SSEL structure in the 11 CCSESA regions.

#### Application Components

There are two major components of this application that must be submitted:

* + Form 1—Cover Page
  + Form 2—Counties Served

The forms are posted on the CDE SSEL Renewal Application Funding Web page located at <https://www.cde.ca.gov/fg/fo/r27/ssel2021rfa.asp>.

#### System of Support for Expanded Learning Assurances

The SSEL Assurances are required to be signed and submitted annually with the SSEL Grant Award Notifications (A0-400s).

### Reporting Requirements

#### Continuous Improvement and Tracking of Technical Assistance

If awarded, applicants will commit to measuring, tracking, and reporting the effectiveness of the services or resources provided and use the results to improve the quality of their TA.

#### Budgets and Expenditure Reports

If awarded, applicants will be required to submit a budget to the CDE. The budget should align with the county lead work plan and services that will be provided by the COE. All fiscal and programmatic reporting instructions will be sent to the awardee within the first month of the grant start date. The award for funding is determined by the funding formula (see Section IV. Funding Formula).

The AO-400s will be allocated in annual increments. The AO-400 and SSEL Assurances must be signed and resubmitted every year. Carryover of funds from one fiscal year (FY) to the next is not allowable. Applicants must retain documentation of their budgets and expenditures for audit and monitoring purposes.

Funds may not be used for new construction, entertainment, and purchases not directly related to requirements of the grant. All purchases must be reasonable and necessary.

#### Supplement versus Supplanting

If awarded, applicants are to use program funds to supplement, not supplant, existing funding. Funding cannot be used to replace local, categorical, or federal expenditures in place prior to the start of the contract (*EC* sections 8483.5[e] and 8483.7[b]).

#### Use of California School Accounting Manual Object Codes

Applicants are required to report expenditures in accordance with the object codes in the California School Accounting Manual. The use of these object codes will facilitate the preparation of budgets and the various financial reports requested by federal, state, county, and local agencies. The California School Accounting Manual is accessible through the CDE California School Accounting Manual web page at<https://www.cde.ca.gov/fg/ac/sa/index.asp>.

#### Indirect Costs

Indirect costs will be approved at the county’s indirect cost rate or as approved by the CDE for the appropriate FY. Current indirect cost rates for Local Educational Agencies are available on the CDE Indirect Cost Rates web page at [https://www.cde.ca.gov/fg/ac/ic/.](https://www.cde.ca.gov/fg/ac/ic/)

#### Funding and Renewal Timeframe

Funding is awarded to provide immediate direct TA services, beginning in FY 2021–22, to the EXLPs in the Renewal Applicant’s county or select counties.Funding amounts are set by a funding formula determined by the CDE (see Section IV. Funding Formula). The renewal timeframe for the SSEL Renewal Application is the following:

* Year 1: 2021–22
* Year 2: 2022–23
* Year 3: 2023–24

#### County Lead Work Plan

The Renewal Applicant must develop a County Lead Work Plan that describes how support will be provided directly to EXLPs. The applicant must demonstrate the capacity to implement the TA plan and explain how the TA services will be evaluated.

Renewal applications must continue to serve the county or counties within the region that it served in FY 2020–21, it is critical that the applicant consider the needs of the region as a whole. Applicants must show evidence of coordinated consultation with other COEs. It is recommended that applicants coordinate with regional TA providers and a variety of stakeholders.

**The CDE will have final approval of the plan.**

### Funding Formula

#### Base Funding\*

Each region will receive a base amount of funding. If a region has two or more counties that receive SSEL TA Funding, that amount will be divided by the number of counties.

For example, if a region receives $150,000 and that region has multiple counties, the $150,000 will be divided by the number of counties.

* If a region has two counties receiving SSEL TA Funding, each county would receive $75,000.
* If a region has three counties receiving SSEL TA funding, each county would receive $50,000.

#### Site Level Funding\*

Each county will receive a site levelamountper expanded learning site receiving 21st CCLC and ASES funding. A school or community site that receives funding for multiple expanded learning components will be counted as one site. Expanded learning components include after school base, before school base, after school supplemental [summer], and before school supplemental [summer]. Each year, the number of sites will be re-calculated to determine the number of sites receiving ASES and 21st CCLC funding.

#### Award Amount\*

The award amount will be the sum of the base funding and site level funding. Base funding and site level amounts will be determined by the amount available for TA funding.

**\*All award amounts are contingent on the availability of funds. If the Legislature takes action to reduce or defer the funding upon which awards are based, then awards are amended accordingly.**

### Application Submission

The applicant must submit an electronic copy of the application.

#### Electronic Copy of Application

Applicants must submit one electronic copy of the SSEL Renewal Application (the SSEL Renewal Application includes the Form 1—Cover Page and Form 2—Counties Served) by email at [SSELandSTEAMReporting@cde.ca.gov](mailto:SSELandSTEAMReporting@cde.ca.gov).

Electronic applications must be received by **11:59 p.m.** on **Friday, April 16, 2021**.

All SSEL Renewal Application questions and correspondence should be submitted by email through the SSEL Helpdesk at [SSELandSTEAMReporting@cde.ca.gov](mailto:SSELandSTEAMReporting@cde.ca.gov) (please indicate “SSEL Renewal Application Question” in the email subject line), or by contacting the EXLD at 916-319-0923.

A complete application should include Form 1—Cover Page and Form 2—Counties Served as outlined in “Section II. Application Components”. The application packet can either be:

1. Downloaded and converted to PDF version for e-signatures (using the free Adobe software). Any e-signed applications have to be emailed from the Authorized Agent’s email addresses.

OR

2. Downloaded, printed for wet signature, and then scanned to be sent as an attachment from any email address to the EXLD mailbox.

All completed application packets are required to be emailed to the EXLD at [SSELandSTEAMReporting@cde.ca.gov](mailto:SSELandSTEAMReporting@cde.ca.gov) by **11:59 p.m.** **Friday, April 16, 2021.** Please include the COE name and “SSEL Renewal Application” on the subject line of the email submission.

## Sources

California *Education Code* sections 8420–8428.

California *Education Code* sections 8482–8484.65.

California *Education Code* sections 8484.7–8484.9.

Title 20 *United States Code* sections 7171–7176.

## Key Terms

**21st CCLC**—refers to the federally-funded 21st Century Community Learning Centers for Elementary and Middle/Junior High School program and 21st Century High School After School Safety and Enrichment for Teens Program.

**ASES**—refers to the After School Education and Safety Program.

**CCSESA**—refers to the California County Superintendents Educational Services Association.

**CDE**—refers to the California Department of Education.

**COE**—refers to the County Office of Education.

***EC***—refers to the California *Education Code*.

**EXLD**—refers to the Expanded Learning Division.

**EXLP**––refers to an expanded learning program that focuses on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on engaging learning experiences. EXLPs are pupil-centered, results-driven, include community partners, and complement, but do not replicate learning activities in the regular school day and school year (*EC* Section 8482.1[a]).

**FY**—refers to the state fiscal year.

**Renewal Applicant**—refers to a COE that currently receives System of Support for Expanded Learning funding from a grant administered by the CDE.

**Renewal Application**—refers to the Request for Applications.

**SSEL**—refers to the System of Support for Expanded Learning.

**TA**—refers to technical assistance.