

Responses to Questions for RFP# 2018-16
Advantage Afterschool Program

Q1	If our agency has been funded by the Empire State Afterschool Program at one of our sites, does that mean we are ineligible to apply for Advantage programming at that site?
A1	No. The RFP has been amended to clarify that AASP funds may be used to provide additional services, such as serving additional children and/or providing additional programming at an Empire State After School site. AASP funds cannot be used to provide duplicate services for the same population at an Empire State After School site. (Sections 2.3 and 4.1)
Q2	Is this for 1 additional year or applying for 5 years?
A2	The contract(s) awarded in response to this RFP will be for five (5) years. Funding is currently anticipated to be available for the first year of the contract. Funding will be contingent on continued availability of funding and satisfactory contractor performance. (Section 2.4)
Q3	I am seeking clarification on the RFP#2018-2016 Advantage Afterschool Program grant opportunity. As a LEA, we are interested in applying for this particular grant program. However, it wasn't clear if a school district could apply or does a local nonprofit agency, outside of the school district need to apply?
A3	Eligible applicants must be a not-for-profit organization. For-profit organizations, municipal agencies, public school systems, and government entities are not eligible to apply. (Section 3.1)
Q4	Is a municipality eligible to apply for this funding?
A4	No, see A3.
Q5	If an agency is able to serve students at less than \$2,000/participant, can we serve more than 140 students as long as we stay under the \$280,000 maximum award amount? For example, can we serve 160 students at \$1,750/participant?
A5	Yes, an applicant can request less than \$2,000 per child. (Section 2.3)
Q6	Can Advantage funds be used at an after-school program that receives other public funding (NYC DYCD COMPASS or NYSED 21st Century Community Learning Center)? If yes, must additional students be served through the Advantage program, or can funds be used to supplement and enhance existing program services?
A6	Yes. if an existing program proposes to follow the AASP model, then the program's other existing funds (non-State) may be used as local share for the AASP. Local share shall be used as a supplement and is not included in the \$2,000 per child amount. Local share may be from other governmental funding, schools, private funds, in-kind services and/or parental fees. (Section 5.2 and Section 2.3)
Q7	Is there a direct service requirement (hours/dollars/etc) for the applicant/Community-Based Organization?
A7	At a minimum, AASP must operate at least a five-days-a-week/ three-hours-a-day, directly after school ends. (Section 4.1)
Q8	Must the applicant CBO be located in the same geographic area of the partnering school district?
A8	No.
Q9	Can there be a waiver of the CBO requirement if a geographic area has no CBO capacity to provide a program? And, in other words, is there any way for a school district to directly apply for this grant?

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A9	No, see A3.
Q10	Regarding this language “these grant funds shall be used to supplement, and not supplant, current local expenditures of federal, state or local funds on after-school programs and the number of students served in such programs from such sources,” if our organization sought funding to enhance a program that meets OCFS’ expectations and is also funded by another government source, but does not increase the number of students served, would that be acceptable? We would combine funding streams to have a more robust model but keep the same enrollment.
A10	Yes, see A6.
Q11	I'm inquiring about the after-school grant. Does the organization have to be a nonprofit?
A11	Yes, see A3.
Q12	What are the other eligibility requirements for this grant?
A12	Eligibility Requirements are found in section 3.1 Minimum Qualifications.
Q13	How much is the grant?
A13	Contracts awarded from this procurement will range between \$80,000 per year to \$280,000 per year, contingent upon funding availability. (Section 2.3)
Q14	Might a CBO be awarded two separate contracts for an elementary program and middle school program in the same school? There is tremendous need at our local K-8 school and given developmental differences it might make sense to have two separate programs that are both large enough to meet the need. In other words, will OCFS consider two grants to the same school if there is enough demand and they are for different grade levels?
A14	A CBO may not be awarded two separate contracts in the same school. However, a CBO may submit one application to serve multiple grade levels in the same school.
Q15	The Edmeston CSD is a rural school district in central NY. We are 40 minutes to the nearest small city or community resources. For example, Otsego Co. was not able to provide our district with a social worker because of our location. One of the prerequisites to the Advantage After School Program grant is for the school district to have or be part of a partnership. Given our location, can the Edmeston CSD complete this grant on its own? We would like to offer an after school program, yet do not have substantial funding in our current budget to do so.
A15	No, See A3.

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Q16	<p>The Advantage RFP states “funding can be used to supplement (something that completes or enhances something else when added to it), and not supplant (supersede and replace), current local expenditures of federal, state or local funds on after school programs and the number of students served in such programs from such sources.” Page 10 of RFP</p> <p>Can Advantage funding be used in the following ways: A. We have an afterschool program funded by Department of Youth and Community Development (DYCD) servicing 100 youth. Can Advantage funding be layered with DYCD funding to offer social service enhancements to the already exiting population of 100 students? Or do we have to enroll additional children into the program to be eligible for Advantage funding?</p>
A16	See A6.
Q17	<p>In reference to RFP section 2.3, paragraph 5: If we are proposing to serve middle school and high school students separately at the same K-12 school would that be counted as two program sites?</p>
A17	No, see A14.
Q18	<p>Page 10 of the RFP states that contracts awarded will range between \$80,000 per year to \$280,000 per year and uses \$200,000 as an example. The attached screen shot of the full announcement details states \$200,000. Are we allowed to submit for \$280K per contract or 200k per contract?</p>
A18	Contracts awarded from this procurement will range between \$80,000 per year to \$280,000 per year, contingent upon funding availability
Q19	<p>a) Can one contract serve different age groups at different locations? For example, can funding in the contract be split to serve elementary age children at one location and teens at a second location? b) Also, can funding from two different contracts be combined to serve a larger total of children at one location?</p>
A19	<p>a) Yes, each application may propose to serve a maximum of two (2) program sites within the same region. b) See A14.</p>
Q20	<p>Can we develop or submit our own partnership agreement?</p>
A20	No. Please refer to Section 3.1 Minimum Qualifications regarding Attachment 7 - Partnership Agreement for additional information
Q21	<p>Is a Charter School eligible to be the partner school with a non-profit agency serving as lead?</p>
A21	Yes.
Q22	<p>Can a nonpublic school partner with a nonprofit?</p>
A22	Yes.
Q23	<p>Re: Attachment 5-Quarterly work plan. Our program runs seven months from October to May. Would we still qualify?</p>
A23	The anticipated contact start date is 9/1/2019 “At a minimum, AASP must operate at least a five-days-a-week/ three-hours–a-day directly after school ends. The requirement is that these programs will enroll a group of children or youth who will attend the program daily during the school year.” (See A7)

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Q24	Re: Attachment 7 – Partnership Agreement. Does the site where our afterschool program is based have to be in a school? Our program site is based in a Village-run, community-based organization recreation center. It serves students in the North Rockland School District.
A24	No, Programs operated in school buildings are preferred. Other sites will be considered with appropriate justification regardless of the location of the program. If the applicant proposes to involve additional partners/sub-contractors, they must enter into a subcontract with each additional partner/sub-contractor upon award. (Section 4.1)
Q25	Our organization is one of the local affiliates of a national organization. However, our Executive Director is a female, as in the majority of our staff. Do we still need to complete the M/WBE Utilization Plan and a Project Staffing Plan?
A25	Yes (Section 8.0/D)
Q26	In the RFP for the Advantage After School program, it is indicated that the matching funds can be a public source. If we currently have NYSED 21st Century Community Learning Center funding to run an after-school program for 2 afternoons per week, can we use that as leverage/matching funds, to propose an Advantage After School program that would operate for 5 days per week, of which the 21st Century funding would help to cover 2 of the 5 days?
A26	See A6.
Q27	Is there a maximum size for responses that exceed the “Program Specific Questions” section’s 4000-character limit per question?
A27	There is no maximum response size. If any responses to individual questions exceed the 4000-character limit, please enter "See Attached Upload" in the text field for the response to that question, attach, and upload your complete and clearly labeled response to the “Grantee Document Folder” in your online application. (Section 5.4)
Q28	Are there any font style or font size requirements?
A28	No.
Q29	Page 10 of the RFP states proposers are eligible to receive up to three awards, that "separate proposals must be submitted for each region that an applicant proposes to serve," and that "each application may propose to serve a maximum of two (2) program sites within the same region." Can an applicant submit more than one application to serve the same region?
A29	Yes.
Q30	If we apply for two sites in one application, must those sites serve the same age ranges?
A30	No.
Q31	If we apply for two sites in one application, is it possible that we might be funded for just one site, or will we be awarded or declined funds for our proposal as a whole?
A31	No, each proposal is reviewed, scored, and awarded as one application regardless of the number of sites proposed. (Please see Section 1.7 for OCFS Reserved Rights regarding funding)

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Q32	<p>Page 34 of the RFP states that, when purchasing program supplies, awardees must "obtain three written or verbal quotes for any single item costing \$2,500 or less." Is there a "floor" to this policy? I.e., would we be required to triple bid a purchase as small as a \$10 package of magic markers?</p>
A32	<p>No there is no floor to this policy. Yes, it would be expected that the Vendor would at a minimum obtain a minimum of three (3) verbal quotes.</p>
Q33	<p>Section 5.2 (page 28) of the RFP states: The budget should demonstrate a clear relationship between funds requested and the program activities and performance targets/outcomes. The amount of funds being provided as the match should be clearly described, including the source of the private funds and any timeframes or other related information accompanying the match (attach documentation verifying the details).</p> <p>Can you please clarify the following?</p> <ul style="list-style-type: none"> • Is there a minimum match amount (e.g. 13%, 25% etc?) • Can match funding be in part, or entirely, in-kind? • Can match funding be comprised of more than one source? • Can government funding from a different agency count toward the match? • Section 5.2 also states There is no local match requirement for this grant; however, OCFS suggests that all contractors provide a 25 percent local share to the amount of Advantage AASP funds requested. The contribution of local share is not considered as a rating factor. Does this 25% local share count towards the match mentioned earlier, or are these two separate funds?
A33	<p>There is no local match requirement for this RFP. (See Section 5.2 for OCFS suggested local share contribution).</p>
Q34	<p>In the Advantage After School Program Partnership Agreement, Objective 1.a. Space; there is an objective listing an "office space for the after-school site supervisor equipped with a telephone, fax, computer and other equipment related to program administration." Is this space required to be on-site within the School? We currently administer programs from an office space which is off-site and would like to know if it will suffice for this RFP.</p>
A34	<p>Yes, it is required to be onsite.</p>
Q35	<p>I believe our organization is a strong fit to deliver the services outlined in the RFP, though there is one criteria in the RFP that I would like to get your perspective on before beginning our application. During the winter, when outdoor space is limited, our programming often drops below the 3 hours a day, 5 days a week benchmark outlined in the proposal. Nonetheless, we have offered over 780 hours of after-school programming this school year to our students, averaging over 4 hours a day. These hours are accrued as our services often go later into the evening during fall and spring and also involve overnight trips, extensive community service experiences and other offerings on weekends. Do you think that the fact that during the winter we reduce our program hours offered after school, though we more than make up for those hours in the fall and the spring, makes us a good fit for the services requested?</p>
A35	<p>See A7.</p>

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Q36	On page 22 of the RFP, Section 5.0 is followed by section 4.3. It appears that the section is mislabeled and should be section 5.1 is that a correct assumption?
A36	Yes, the section Technical Proposal Content/Work Plan is Section 5.1 and has been corrected in an amended version of the RFP. Please download the Amended RFP from the OCFS Website , NYS Contract Reporter or Grants Gateway .
Q37	Would a not-for-profit organization that functions in support of a school district be eligible to apply for this grant?
A37	Yes. Community-based organizations (CBO's) with not-for-profit status are eligible to apply, however, all applicants must meet the minimum qualifications in Section 3.1 of the RFP.
Q38	On page 3 and 38 of the OCFS AASP RFP # 2018, the RFP refers to forms that will be submitted with "your Administrative Proposal" ... My question is: Can you explain what an Administrative Proposal is?
A38	The Administrative Proposal refers to the forms that are required as part of the proposal submission that will be used in the contracting process if an organization is selected for an award. They are not scored but are required to be submitted. These forms can be found in the Pre-Submission Uploads section of the Grants Gateway application.
Q39	We are wondering - can you layer multiple streams of state funding at one school site? We would ideally like to apply for contracts covering two schools in our community, however we have an existing state contract for afterschool services at one of them. Does that disqualify us from applying for an Advantage contract at this school?
A39	See A1 and A6.
Q40	Section 2.3 Purpose and Funding Availability states that "Awards made in response to this RFP will be limited to a maximum of three (3) per eligible applicant to this RFP. Separate proposals must be submitted for each region that an applicant proposes to serve. Each application may propose to serve a maximum of two (2) program sites within the same region as defined in Section 6.2 of this RFP." Can you clarify whether an eligible applicant may submit multiple applications within the same region? For example, could an applicant submit two applications for the New York City region, with each application proposing to serve two program sites?
A40	Yes, an applicant may submit multiple applications within the same region with each application proposing to serve up to two program sites.
Q41	Re: the Pre-Submission/Pre-Qualification documents – specifically the Non-Collusive Bidding Certification: our organization is a 501c3 non-profit and incorporated. We are not bidding with another organization – do we still need to have our executive director, board president, secretary and treasurer sign this document?
A41	The form needs to be signed by the bidder and each person signing on behalf of the Bidder. A completed Form OCFS -2634 must be submitted as part of your pre-submission upload. Please see section 1.6 of the RFP.
Q42	In describing the teacher: student ratio (1:10 for youth under age 9), what is meant by "teacher"? Can any program staff or program leader be counted as a teacher?

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A42	No, in order to qualify as a teacher, the individual must be a group teacher as defined in 18 NYCRR 414.13(g)(2) or an assistant teacher as defined in 18 NYCRR 414.13(g)(3).
Q43	Is the \$280,000 cap per site or per organization or per region (NYC borough)? If an organization applies for three sites (in two different regions), can each site apply for up to \$280,000?
A43	The maximum award per proposal (application) is \$280,000. (Section 2.3)
Q44	We serve low performing schools but don't track youth whose parents have been incarcerated; does that make us less competitive?
A44	No.
Q45	Can we serve the same youth on this grant as we serve on our current 21st Century grant, given that the grants would cover discrete/different expenses?
A45	See A6.
Q46	The RFP states "At a minimum, AASP must operate at least a five-days-a-week/ three-hours-a-day directly after school ends." If a school's hours with an extended school day ends at 4PM and after-school goes until 6 PM, could we apply given our programming would be partially embedded into the school day?
A46	Please see answer A7.
Q47	Can the CBO make a Partnership agreement with a publicly funded Charter School rather than a regular public school?
A47	Yes.
Q48	I'm in the process of writing the new Advantage grant. The school is doing some major renovations and we cannot be housed there for this coming school year 2019-2020. They are willing to pay rent at another location for this time and then we will be back at the school the remainder of the grant if we receive it. I'm not sure how or where I put that in the grant.
A48	You may include this information in your program narrative.
Q49	As part of our program, young people have been coming up to our program space during lunch hours, and this time has been added into the curriculum. Can it count as part of the 3 hour/day program, or do all 3 hours have to occur after school?
A49	All AASP programs must be after school, see A7.
Q50	Since this proposal is related to TANF, does this count as a federal grant for purposes of the Admin budget? Do we have to keep our admin costs to the 10% de minimus rate, or can we charge the 15% allowed for state grants?
A50	Total administrative costs are limited to 15 percent of the total grant award. (Section 5.2)
Q51	Regarding the application limit: can we submit 2 to 3 proposals for one site, but all for different levels? We run a K-12 program, so we would like to submit separate proposals for our elementary, middle school, and high school levels.
A51	No, see A14.
Q52	Regarding "Children, Youth, Students" as the target population for the AASP: Are young people who are enrolled in High School Equivalency prep classes considered eligible participants, and an appropriate target population, for the AASP?
A52	No.
Q53	If a program is only going to serve youth/students age 13 and over, are we required to start the SACC registration process?

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A53	No, but must meet SACC requirements pertaining to buildings, equipment, discipline, fire protection and safety, sanitation, and supervision of children and youth (Section 3.1).
Q54	Is it possible to push services into the school day? For example, we are working with a charter school that does not end their school day until 4:45pm. The school has asked us to provide assistance with school-led enrichment activities that start at 3:00pm.
A54	No, See A7
Q55	Does the contract require the program’s Director to be a FT position?
A55	No
Q56	The total number of hours required for the program was not specified. Generally, we start with a 36-week program at 3 hours a day resulting in a total of 540 program hours but wanted to confirm this was a correct assumption.
A56	AASP must operate at least a five-days-a-week/ three-hours–a-day directly after school ends.
Q57	We are a NYC provider and to run a program in the NYC school system, a space permit issued by the DOE is required. Is that cost included in the per student cost or is that cost picked up by the NYC DOE or covered by NYS OCFS?
A57	The cost can be included in the per student cost, but no additional funds will be provided by OCFS. The maximum cost per child is \$2,000 per year (Section 2.3). No applicant shall receive reimbursement more than the total actual grant expenditures incurred by the applicant in the current school year as approved by OCFS. Expenditures submitted for payment may not exceed the grant award or a maximum expense of \$2,000 per year per child.
Q58	On page 21 of the RFP, under the Registration Process for School Age Child Care (SACC) heading, it states that “Programs serving children under the age of 13 must complete the registration process for SACC ...”. We’d like to know if programs only serving youth age “13 and over” must also complete the formal SACC registration process?
A58	No, but programs must meet SACC requirements pertaining to buildings, equipment, discipline, fire protection and safety, sanitation, and supervision of children and youth.
Q59	Will the applicant pool include more current grantees renewing their contracts, or is it expected to include more new, previously unfunded organizations?
A59	This RFP is open to all applicants meeting the minimum qualifications.
Q60	On the forms menu - Project/site addresses section, there is only room for one town. We are in two different towns. How should we list addresses? We currently have one advantage program that has sites in two different towns even though they are in the same county. On this form there is not space to list the two different towns as there is only room for one town. We are going to list the full address under the street information section part and for the town we will list the town where the agency has its main administrative office. Is that okay or how should we list that information as we are in two different towns.
A60	Attachment 6 has 2 site location tables that can be filled in. An additional Attachment 6 can be used if needed.

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Q61	On Page 21 - Age of children- last paragraph, the RFP mentions that we can serve children over 13. Is there a maximum age limit for children/youth served in Advantage programming? We didn't see a specific cut off age.
A61	OCFS has been allocated federal funds for not-for-profit community-based organizations, pursuant to program plans developed by such organizations, to serve elementary, middle and high school students. (Section 2.3)
Q62	Page 50 - Method of Award - last full paragraph on page. We currently serve elementary youth at two different sites. At one site want to serve youth from elementary school up to 10th grade, dividing children in age appropriate groups, of course. Is this permissible or do we need to consider this as a separate program as it involves older and younger children even though it would be at the same site?
A62	It is permissible.
Q63	Page 29 – Transportation (bullet point about items that cannot be included as OCFS funded costs) One school district where we operate is considered a “walking district” and they do not offer transportation to the general public, only to a limited number of children with special education needs. There are a number of different schools. We want to offer our program at one of the school sites. Is transportation allowed from other school locations to the school location of the after-school? We see that this is not an allowable cost when the district has transportation expenses in their budget but in this case since the district does not provide transportation to general education students can we provide it in the budget to one of the schools if children in the other schools want to attend at that location?
A63	Yes, unless transportation expenses that are already included in a school district budget, or stipends for this purpose.
Q64	May CBOs partner with Charter schools for this grant?
A64	Yes. (Section 3.1)
Q65	If providing day time services - does that take away from total after school hours served?
A65	No, AASP must operate at least a five-days-a-week/ three-hours–a-day directly after school ends.
Q66	I work at Inwood Academy for Leadership Charter School. We are an LEA, a 501c3 non-profit (EIN 27-1936773), and a community charter school serving a high needs neighborhood in New York City. We have two locations in northern Manhattan: a middle school and a high school. Do we meet the qualifications of the Advantage After School Program?
A66	If a charter school is a not-for-profit organization, it may be either the applicant or the school partner, but not both. All other minimum qualifications specified in the RFP must also be met (Section 3.1). Please See A12.

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Q67	In the proposal it states we need to have a signed partnership agreement with a school. However, if our center based program serves multiple schools, do we need a signed partnership agreement from each school?
A67	The partnership agreement may be with either the school district that oversees the school(s) the participants attend, or with each school that the participants attend, in accordance with the applicable school district's policy. (Section 3.1)
Q68	Can a single school agree to participate in two different Advantage applications, as long as they are not in the same space (e.g. one application will be at the school, a second application will serve different children off-site).
A68	Yes, the not-for-profit is the applicant not the school.
Q69	Regarding subcontractors, the RFP states: "If a subcontractor or consultant expense is more than \$15,000, three written bids are required. If you are unable to obtain three written bids, a justification as to price reasonableness is required. If other than the lowest bidder was selected, please provide justification." – The client is considering hiring smaller nonprofits to implement programs at the school site. The identified nonprofits have been selected due to their unique program quality and programming. Given this, do we still need to provide three written bids?
A69	If you are unable to obtain three written bids, a justification as to price reasonableness is required. (Section 5.2)
Q70	Regarding the statement in the RFP: "There must be clear evidence of the collaboration between the applicant organization and the school." Would a letter from the school principal stating his agreement to work with the client to implement this program, including some of the details of what the partnership would entail, e.g. space, resources, suffice?
A70	No, must have signed partnership agreement. See attachment # 7
Q71	Regarding submission for multiple sites: Please Note: An applicant must submit separate proposals for each award and may receive up to three (3) awards from this funding opportunity. Separate proposals must be submitted for each region that an applicant proposes to serve. Each application may propose to serve a maximum of two (2) program sites within the same region. We note that funds in New York City are allocated by borough. Does each borough represent a different region in the framework presented above? Accordingly, could a vendor submit three separate proposals to serve sites in Queens, the Bronx, and Brooklyn?
A71	Yes, each borough in NYC represents a different region. Separate proposals must be submitted for each region that an applicant proposes to serve. (Section 2.3)
Q72	For the budget submission and where bids are required, does OCFS require submission of the 3 competitive bids received as part of the bid?
A72	No, this requirement is effective after the award is made.
Q73	In Attachment 4 in the Advantage RFP, are we supposed to create a set of targets for each "site", or each proposal (which may include two sites)?
A73	Performance targets are required for each site. (Section 10.0)

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Q74	If you do not think that the number of students purposed is feasible, but you otherwise like the proposal, will you notify the organization and try to reach an agreement on the number of students, or would you just outright reject the proposal?
A74	Each proposal is scored base on the criteria outlined in section 6.2 under evaluation process in the RFP. We will not contact you to discuss contents of your proposal.
Q75	In Section 5.4 on page 46, under C. Objectives, Tasks and Performance Measures, Question 2 asks us to “describe the expected results of the four required program outcomes in section 4.1.” We are not clear on the meaning of this language. In Section 4.1, there are four required program outcomes, but there are also three required performance targets. It states in Section 4.1 that our program’s success will be measured by how well it achieves its performance targets. Thus, with regard to the language on page 46, a). are we supposed to set targets for the program outcomes or for the performance targets? b). Are we responsible for tracking program outcomes? c). Alternatively, is there another meaning to the language we have highlighted?
A75	a) See section 4.1 for the four (4) required Program Outcomes and three required Performance Targets. b) Yes. c) No.
Q76	In Section 5.2 on pages 36-37, the RFP distinguishes between federally funded awards and State funded awards. How would we, as a provider, know if our award was federally funded or State funded?
A76	This RFP has been identified as being federally funded. (Section 2.3) Contractors will be notified by OCFS of the funding source and any subsequent changes in the funding source.
Q77	In Section 2.3 on page 10 of the RFP, it states that the maximum cost per child per year is \$2,000. Is this increase in the cost per child intended to enable providers to cover the cost of the increase in the minimum wage? Is there any mechanism for covering the cost of future COLAs?
A77	Yes, if you anticipate cost of living or merit raises during the contract year, include the increases in the base annual salary charged to the project and note the effective date of the raise. (Section 5.1/F).
Q78	In Section 5.2, on page 10 under Non-Allowable Costs, “entertainment costs” are listed as non-allowable. What is the meaning of the term “entertainment”? Would this include participant field trips or other special events for the children? Please clarify.
A78	Entertainment costs, including social activities for program and staff are non-allowable (unless directly associated with the after-school program). (Section 5.2)
Q79	On page 10 of the RFP, it states that the RFP will be limited to a maximum of 3 (three) proposals (sites) per eligible applicant. Then it goes on to say that you can only propose 2 sites per region. So, if you are going in with three sites, one has to be from a different region?

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A79	No, Awards will be limited to a maximum of three per eligible applicant. Your agency can submit 3 proposals in response to the RFP. Each proposal can serve a maximum of 2 sites (actual location of program). (Section 2.3)
Q80	Also, if you are submitting a proposal for 2 sites in the same region, can you do separate submissions or do they need to be the same proposal (2 sites in one proposal)?
A80	Each proposal may propose up to two different sites for its afterschool program in the same contract. An applicant may not propose to serve sites in separate regions within the same proposal. (Section 6.2)
Q81	We are requesting funding for an after-school program that already exists, and would like to allocate the money toward quality improvement rather than, specifically, expanding the program to serve more young people. Does this fit under the definition of "develop, extend or expand" the program?
A81	Yes, if a program proposes to expand its services to also follow the AASP model, then the program's other existing funds may be used as local share for the AASP.
Q82	Section 2.3 Purpose and Funding Availability and 2.4 Term of Contract. We understand this Advantage After School Program (AASP) RFP is for anticipated award period of 2019-09-01 to 2024-08-31. When does OCFS anticipate releasing another RFP for AASP and what will that award period be? (Is it anticipated that the following RFP for AASP will be for award period 2024-09-01 to 2029-08-31? Will there be an RFP for AASP for an earlier award period than that?)
A82	Undetermined.
Q83	The RFP states that the awards made in response to the RFP will be limited to a maximum of three (3) per eligible applicant to the RFP. In addition, it states that separate proposals must be submitted for each region that an applicant proposes to serve and that each application may propose to serve a maximum of two (2) program sites within the same region as defined in section 6.2 of the RFP. Since all three (3) of our proposed sites are in NY Region 6 we want to confirm that by submitting three (3) separate proposals we qualify to potentially provide service at three (3) separate locations within region 6?
A83	Yes, an applicant must submit separate proposals for each award and may receive up to three (3) awards from this funding opportunity. Separate proposals must be submitted for each region that an applicant proposes to serve. Each application may propose to serve a maximum of two (2) program sites within the same region. (Section 6.2)
Q84	We operate a Cornerstone After School Program at a NYCHA site in the South Jamaica Houses and are curious if that site can serve as a satellite feeder for one of the three (3) sites that we are interested in securing funding for through the RFP?
A84	No.
Q85	Is the 25 percent suggested local share of the amount of the Advantage AASP funds requested meant to represent all operating support for programs prior to funds being disbursed through the RFP?
A85	No.

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Q86	Will any RFP funds be made available to awardees prior to the anticipated September 1, 2019 start date? If not, what is the anticipated date that funds will be made available to awardees for the first year of the program?
A86	Contractors may not begin to provide services prior to the contract start date; OCFS has no obligation to pay for services rendered prior to that time. Payments cannot be made prior to the formal execution of a contract and approval by the New York State Office of the State Comptroller (OSC). (Section 2.4)
Q87	If we provide an MWBE EEO Policy Statement instead of using the OCFS-3460 form, must it include the “Designation of the Minority Business Enterprise Liaison” and the “M/WBE Contract Goals” (on page 2 of OCFS-3460)?
A87	No, however you will need to ensure that your Policy Statement includes all of the requirements of Article 15A for it to be considered.
Q88	<p>On page 10, the RFP notes: "Separate proposals must be submitted for each region that an applicant proposes to serve. Each application may propose to serve a maximum of two (2) program sites within the same region as defined in Section 6.2 of this RFP."</p> <p>On page 50, in Section 6.2, the RFP notes: "Award recommendations will be based on highest scoring applications within each region, except New York City, where applications will be separated into groups by borough being served and ranked by final average score."</p> <p>Does this mean that for the purposes of the RFP, each borough is considered a "region"? And that we may, for NYC applications, submit proposals for 3 boroughs, and 2 school sites maximum per borough? Or does it mean we are eligible to submit only 1 proposal in total for two program sites only for NYC which is its own region according to page 51?</p>
A88	See A71 and A80.
Q89	Can service hours be provided during in-school time and charged to the budget?
A89	No, See A7.
Q90	Can CBOs co-apply?
A90	The Gateway allows only one applicant to submit an application as the prime contractor, but this does not prohibit the applicant from subcontracting with other CBOs.
Q91	If providing holiday camp, can fees be charged if no fees are charged for afterschool hours?
A91	Yes, Funds are not available for regular weekend and summer programming. However, funds may be used for up to three (3) scheduled weekend activities/events annually with prior approval.
Q92	Regarding OCFS-4629 Project Staffing Plan. First, seeking confirmation that the staff to be included on this form are solely those working on the proposed AASP, and not the entire agency’s staff. Second, how do we indicate that some staff are to be hired and the data is incomplete?
A92	Yes, the Project Staffing Plan is for the AASP proposal, not entire agency. The staffing plan is an anticipated plan, that may not be realized.

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Q93	Section 4.1 Desired Outcomes and Program Requirements (Paragraph 3): The bottom of page 18 states that funds must also not be used to support an existing Empire State Afterschool site. What is the definition of an Empire State Afterschool site? Also, would the definition apply to Empire sites that are in existence today, or at the time of funding?
A93	An Empire site is one that is funded with Empire After School funds. The RFP has been amended to clarify that AASP funds may be used to provide additional services, such as serving additional children and/or providing additional programming at an Empire State After School site. AASP funds cannot be used to provide duplicate services for the same population at an Empire State After School site. (Sections 2.3 and 4.1)
Q94	Section 4.1 Desired Outcomes and Program Requirements (Paragraph 3): Can a Community Based Organization (CBO) operate an Empire Afterschool site in one school and an Advantage Afterschool Site at a different school?
A94	Yes, but the funding sources cannot be intertwined. Empire funds must be used for the Empire Program and Advantage funds must be used for the Advantage Program.
Q95	Section 4.1 Desired Outcomes and Program Requirements (Paragraph 3): Other Community Based Organizations (CBO) currently operate Empire State Afterschool programs inside an elementary school. We would like to serve additional children from this school through a different program using Advantage funding. Our organization would not be using any Empire State Afterschool funds. Are we able to receive Advantage funding and operate inside of the same school building?
A95	Yes, see A94.
Q96	Section 4.1 Desired Outcomes and Program Requirements (Paragraph 3): We have operated two Advantage Afterschool sites for the past 10 years, offering a comprehensive, full-time (Monday-Friday, 3 hours per day from 2:30-5:30 pm) program that provides participants with educational, recreational and cultural age appropriate activities. Additionally, the full-time hours of operation support working parents who have come to rely on child care that is five days per week and extends through 5:30 pm. Last year, our school district began contracting with us for a part-time academic program (Monday-Thursday, 2 hours per day from 2:30-4:30 pm) through Empire Afterschool funding. Do we now have to close our Advantage program due to the restrictions on page 18 where it states: Funds must also not be used to support an existing Empire State Afterschool site?
A96	No. The RFP has been amended to clarify that AASP funds may be used to provide additional services, such as serving additional children and/or providing additional programming at an Empire State After School site. AASP funds cannot be used to provide duplicate services for the same population. (Sections 2.3 and 4.1)
Q97	Section 4.1 Desired Outcomes and Program Requirements (Paragraph 3): At an elementary school we are funded by Advantage Afterschool and by a subcontract with the school district (Empire Afterschool). Are we able to accept Empire funding at that site if we receive this Advantage Afterschool funding?

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A97	Yes. The RFP has been amended to clarify that AASP funds may be used to provide additional services, such as serving additional children and/or providing additional programming at an Empire State After School site. AASP funds cannot be used to provide duplicate services for the same population. (Sections 2.3 and 4.1)
Q98	Section 5.2 p.29 top 5th bullet Re: Travel - To attend the annual NYS Youth Bureau Conf - we do not know the location for the 2019 conference how do we budget for it?
A98	The Annual Youth Development Training Conference will be in Albany New York for 2019. Applicants can budget accordingly.
Q99	Can we submit an RFP for current AASP funded programs with a contract end date of 6/30/19 and 8/31/19?
A99	Yes
Q100	I would like to clarify that I am reading the section 2.3 5th paragraph correctly (p.10). Can submit up to 3 applications for the same region? I understand I am limited to 2 sites per application. Therefore, can I submit for a total of 6 sites maximum (if I submit 3 applications)?
A100	Yes, awards will be limited to a maximum of three per eligible applicant. Your agency can submit 3 proposals in response to the RFP. Each proposal can serve a maximum of 2 sites (actual location of program). (Section 2.3)
Q101	Budget: Section 2.3 p.10 3rd paragraph. The RFP states awards will range between \$80,000 and \$280,000 per year but in grants gateway it says \$80,000 to \$200,000. What is the funding cap we can request per application?
A101	See A18.
Q102	Would you please confirm that the suggested match % is in addition to, not included within, the amount of funding being requested from OCFS? For example, if a provider requested \$200,000 from OCFS with a local match of 25%, the total anticipated program cost would be detailed as follows: \$200,000 (OCFS) + \$50,000 (25% Local Match) = \$250,000 total anticipated program cost. Is this a correct understanding?
A102	Yes.
Q103	Do the minimum 3 hours of service x 5 days/week all need to be provided at the primary program site? Or can some of that time be structured off-site? For example, could a Friday session consist of a structured, off-site Community Service Learning component? Or would those additional components need to be provided outside of the minimum 15 hours/week of services?
A103	Structured off-site activities are considered to be part of the required 3 hours a day, 5 days a week.
Q104	We would like to apply for this grant, however, the Longwood School District, where we are located, received an Empire Grant last year for Junior and High School Students. My question is, are eligible to apply for this grant and be in partnership with them since we are the lead agency?
A104	The RFP has been amended to clarify that AASP funds may be used to provide additional services, such as serving additional children and/or providing additional programming at an Empire State After School site. AASP funds cannot be used to provide duplicate services for the same population.

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Q105	How does holding the program in a community site versus within a school affect the grant awards process?
A105	It does not affect the grant award process.
Q106	Would you please share the rankings of the 2014 Advantage applications?
A106	This is irrelevant for this RFP; however, this information may be obtained through the New York State Freedom of Information Law (FOIL).
Q107	How are the applications weighed (i.e. number of programs in each region; number of TANF eligible students within the application's demographics, etc.)?
A107	Accepted applications will be ranked according to a final average score from highest to lowest within a region, except in New York City, where the final average score will be ranked from highest to lowest within each borough. The proposed AASP site address(s) will be used to assign the proposal to a region. Each proposal may propose up to two different sites for its afterschool program in the same contract. An applicant may not propose to serve sites in separate regions within the same proposal. (Section 6.2)
Q108	If an agency applies for two schools within one application, do both schools need to be successfully funded for the agency to receive the grant award or is it possible for one school to be funded and the other not funded?
A108	See A31.
Q109	(p. 39 Section 5.3C, Paragraph 2) Is an After School Program with a specialized focus (such as health care careers) eligible to apply?
A109	Yes, if the proposal meets the minimum AASP requirements (Section 3.1).
Q110	(p. 18 Section 4.1 Paragraph 3) Can some components such as sports/exercise or music be conducted off site with another community-based organization?
A110	Yes.
Q111	(p. 21-22 Section 4.1, Subsection 3 Registration Process for School Age Child Care SACC Paragraph 33) Do we need to have SACC Registration if our program is only for high school students age 13 and over?
A111	See A53.
Q112	(p. 8 Section 2.2 Paragraph 5) What if we have some participants who are aging out of foster care, children of incarcerated parents, or are re-entering the community from the juvenile justice system, but these may not be the majority of our participants?
A112	This is not a requirement it is a consideration asked by OCFS and will not adversely affect your submission.
Q113	(p. 10 Section 2.3 Paragraph 5 and p. 50 Section 6.2 Paragraphs 1-2) Our program operates 2 different sites in 2 different boroughs of New York City. It appears that this would require 2 separate proposals, one for each site. Is this correct?
A113	Yes.
Q114	(p. 10 Section 2.3, Paragraph 5, p. 39 Section 5.3 A Paragraph 1) Our community comprises several different neighborhoods and schools. We have strong ties to each of the schools. Does this arrangement fit within the scope of this RFP?
A114	Yes.

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Q115	Is it mandatory for us to have someone designated as a data entry coordinator? If so, should we list that position as direct service, as in previous years, or include that as part of administrative?
A115	Collecting and analyzing data relevant to disproportionality and service provision is one of the specific areas that every applicant and community are requested to consider in the design of their program and scope of services identified in their application for OCFS funding include. (Section 2.2)
Q116	The RFP section 2.3 states that "each application may propose to serve a maximum of two (2) program sites within the same region as defined in Section 6.2 of this RFP." However, in the Grants Gateway, Program Specific Question xii states "Do you understand...that each award may serve a maximum of two program sites within the same school district (See Section 2.3)." Which is correct?
A116	As, per sections 2.3 and 6.2 of the RFP, each application may propose to serve a maximum of two (2) program sites <u>within the same region.</u>