



## 2024-25 ARPA Afterschool Enrichment Grants

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*Funding for the Afterschool Enrichment Grants comes from Department of Elementary and Secondary Education (DESE)'s 1% set aside for Afterschool in the American Rescue Plan Act (ARPA) Elementary and Secondary School Emergency Relief (ESSER III) funds. The Missouri AfterSchool Network is helping to distribute the funds to afterschool programs across the state.*

## Purpose of Grants

To increase access to afterschool enrichment programs that help students most impacted by the COVID-19 pandemic for the purpose of addressing the social, emotional, health and wellbeing needs of youth. This opportunity will help to eliminate barriers to afterschool program access based on geography, socio-economic factors, demographics, and the impact of COVID-19, along with increasing access to afterschool programs for children and youth with disabilities and other traditionally marginalized populations.

Afterschool programs may apply for funds to address students social, emotional, academic, mental health and wellness, physical, or other needs brought on by the COVID-19 pandemic. Programs receiving support will identify how their program provides services to children and youth disproportionately impacted by COVID-19, including one or more of the following target populations:

- Students from low-income families
- Children with disabilities
- English language learners
- Migratory students
- Students experiencing homelessness
- Children and youth in foster care
- Other (i.e., youth involved in the criminal justice system, minority students, students who have missed the most in-person instruction or students who did not consistently participate in remote instruction, etc.)

## Eligible Entities

To be eligible for the Afterschool Enrichment grant, programs must meet the definitions of afterschool programs used by the state. For example, the 21<sup>st</sup> CCLC and School Age Community grants require programs to operate a minimum of 2-3 hours per day between 7am-6pm for at least 4 day per week and 12 hours per week throughout the school year. Not all school age child care takes place in an afterschool program. Based on the new afterschool physical space exemption (SB1111) afterschool programs can only serve children ages 5 years and older. Afterschool programs may be licensed (e.g., YMCA program operating in a school building), license-exempt (e.g., program serving only children 5 years or above in a church), or exempt from licensure (e.g., BGC, school-administered program, serving only 6<sup>th</sup> grade and above).

Afterschool program may be administered by:

- ✓ Community-based organizations (CBOs) such as YMCAs, Boys & Girls Clubs, other 501c3 organizations, etc.
- ✓ Faith-based organizations offering a non-religious afterschool program
- ✓ School districts and institutions of higher education operating afterschool programs
- ✓ Local government entities such as parks and recreation, housing authorities, etc.

- ✓ Other entities meeting the eligibility criteria.

*Note: Not all entities receiving Summer Enrichment grants will be eligible for Afterschool Enrichment grants because the definition of what qualifies as an Afterschool Program is more defined than the guidelines used for a Summer Enrichment Program. For example, youth development programs that did not meet the criteria of 2-3 hours per day, 12 hours per week, 4 days per week were able to receive Summer Enrichment funding, but will not be eligible for Afterschool Enrichment funding. Another example is a mixed age child care program that received a Summer Enrichment grant for their school-age child care classroom will not be eligible for an Afterschool Enrichment grant due to the restriction that Afterschool Programs serve only children age 5 and above.*

*All Afterschool Programs (per the definition above of serving children 5 and above, at least 2-3 hours per day, at least 12 hours per week, at least 4 days per week, the majority of the school year) qualify as **child care programs** in the state of Missouri (regardless of the students age). The DESE-Office of Childhood has several exemptions for child care programs, including a new exemption for programs serving only youth in 6<sup>th</sup> grade and above (we know parents of high schoolers didn't think their 16 year old was in child care, but legally, the licensing rules applied until this exemption was passed in 2024). Other exemptions include being administered by a school district and being a neighborhood youth development program (e.g., Boys & Girls Clubs).*

*Because all afterschool programs could be licensed, to document the applicants legal operating status, all programs will need to have a Department Vendor Number (DVN) documenting their licensing status: licensed, licensed-exempt (faith based programs), or exempt from licensure (e.g., school district administered, neighborhood youth development, serving only 6<sup>th</sup> grade and older). Afterschool programs that do not yet have a DVN may start the process of documenting their exemption status by completing the [Program Evaluation Questionnaire](#). The determination letter and DVN will be required prior to processing grant documentation.*

*If you have questions about licensing, exemptions, DVNs, etc., please contact Ashlee Liska, MASN Associate Director of Quality, at [LiskaA@missouri.edu](mailto:LiskaA@missouri.edu).*

## Funding Availability Period

Although the American Rescue Plan Act (ARPA) funding ends in September 2024, Missouri has applied for a waiver to expend remaining funds that were allocated prior to the deadline. As a result, programs receiving Afterschool Enrichment Grants through this funding opportunity will have a limited timeframe to submit their invoices in order to receive funding. Programs must submit invoices by 5/31/25 to be eligible for payment. Failure to submit invoices by the deadline may result in forfeiture of funds.

## Grant Opportunity Details

### OPTION 1 – Enhancements

Option 1 allows afterschool programs to apply for specific enhancement packages to start, expand, or improve/enhance the content, quality, and/or staffing of their program so that children impacted by the pandemic have additional opportunities to address their social, emotional, health, academic and/or wellbeing needs in a safe and secure afterschool environment.

Afterschool enrichment providers may choose from a variety of pre-packaged enhancements. The list of enhancement packages may expand throughout the year based on available funds and identified needs from the field. Some enhancement packages may have a limited quantity due to the capacity of the partner to provide services. Other packages may have specific time restraints that limit their availability. Programs are encouraged to look for updates to the available enhancement packages in the Afterschool Pipeline newsletter and/or by checking the application site regularly. Programs may apply for more than one enhancement package, and they may apply multiple times throughout the year.

Please see the MASN website, Pipeline newsletter, and/or the Foundant application for a specific list of enhancement grants. Due to the limited allowable uses within Option 1, MASN will use a simple application and require minimal documentation to process the mini-grant payments. Selected entities will be considered vendors providing a specific purchased service as noted by the list above.

### Application Dates

The application window for Option 1 “enhancements” will open October 1, 2024, with reviews starting October 15, 2024. Approvals will occur on a rolling basis with the application closing on March 15, 2025. Additional windows may be opened depending on the amount of remaining funds not yet allocated. There is no set date for the Option 2 applications at this time.

Afterschool programs may apply for more than one enhancement and at multiple times throughout the application window. Program are encouraged to check back regularly to see if additional enhancement packages meeting their needs have been added. *Note: Updates to the enhancement package list will be announced in the Afterschool Pipeline newsletter also.*

### Documentation/Reporting

Once selected for funding, entities receiving either Option 1 or Option 2 funding will need to submit a W-9 to be set up as a vendor/contractor in the payment system and a consulting agreement (Option 1) or sub-contract (Option 2). Further instructions will be included in your approval emails and available through the grant portal. Additional information and forms may be required before reimbursement can be processed.

Options 1 funds will be paid upon invoice and receipt of documentation identified for the specific enhancement. Option 2 funds are paid on a reimbursement basis and invoices with receipts must be submitted. MASN may request additional documentation as needed to process invoices (Option 1 and 2) and monitor the grant process (Option 2).

Before invoices will be processed, required reporting must be completed in the grant portal. This includes but is not limited to the number of students enrolled, number of students directly benefiting from the funding, student demographics for ARPA targeted populations, and a brief narrative describing the benefit of the funds to the students.

Required documentation for Option 1 and Option 2

|  | Required for Option 1 | Required for Option 2 |
|--|-----------------------|-----------------------|
| W-9 for program/entity   | ✓                     | ✓                     |
| DVN for each site  | ✓                     | ✓                     |
| Signed contract  | ✓                     | ✓                     |
| Invoice (not more than the amount awarded)   | ✓                     | ✓                     |
| Supporting documentation for invoiced expenses (as appropriate)  | If requested          | ✓                     |
| # students enrolled per site   | ✓                     | ✓                     |
| # students directly benefiting from funding per site (might be different from above depending on use)  | ✓                     | ✓                     |
| Student demographics for targeted populations per site <ul style="list-style-type: none"> <li>○ Students from low-income families</li> <li>○ Children with disabilities</li> <li>○ English language learners</li> <li>○ Migratory students</li> <li>○ Students experiencing homelessness</li> <li>○ Children and youth in foster care</li> <li>○ Other (i.e., youth involved in the criminal justice system, minority students, students who have missed the most in-person instruction or students who did not consistently participate in remote instruction, etc.)</li> </ul> | ✓                     | ✓                     |
| Narrative describing the benefit to students related to these funds  | ✓                     | ✓                     |
| Participate in required grant monitoring, including fiscal monitoring of invoiced expenses   |                       | ✓                     |

|  |  |   |
|--|--|---|
| Participate in Technical Assistance (coaching) as needed |  |  |
|--|--|---|

### Assurances and Agreement

By applying for this funding, you agree that:

- The program will take place in a safe and easily accessible facility.
- Students will be offered a broad array of services, programs, and activities.
- The applicant has included the site DVN(s) in the application or submitted the Program Evaluation Questionnaire for determination of the licensing and/or exemption status with the Office of Childhood in the Department of Elementary and Secondary Education for all sites in the application. The DVN (licensed, licensed-exempt, or exempt from licensure) will be required before payment.
- Funds under this grant will be used to increase the total funds expended for the afterschool program, and in no case will be used to supplant federal, state, local or non-federal funds.
- No funds provided pursuant to this program shall be expended to support religious practices, such as religious instruction, worship, or prayer. If such practices are offered by the organization, they may not be offered as a part of the program receiving assistance. Grantees must use generally applicable cost accounting procedures to ensure that 1) funds will not be used to support religious practices, 2) the governance of the award program shall operate independently from religious practices of the organization and 3) the program activities are not held in conjunction with religious instruction, worship, or prayer.
- Before invoices will be processed, required reporting must be completed. This includes, but is not limited to the number of students enrolled, number of students directly benefiting from the funding, student demographics for ARPA targeted populations, and a brief narrative describing the benefit of the funds to the students.
- If awarded, grantees will administer the ARPA funded Afterschool Enrichment project in accordance with all applicable statutes, regulations, program plans and applications.
- The applicant agrees to keep records and provide information to MASN as required.

## Appendix A: Tentative information about Option 2 (not currently available)

### OPTION 2 – Program Implementation (not currently available)

The program implementation option is a more traditional grant opportunity and allows for higher funding levels per site to accommodate the startup, expansion, and/or ongoing operation of afterschool enrichment programs that improve the availability and affordability of afterschool for students impacted by the COVID-19 pandemic. Support in this category would range from \$50,000-100,000 per site.

These funds may be used for:

- ✓ Establishing new programs, including creation of new school-age child care and/or comprehensive afterschool learning programs in areas where few or no services currently exist;
- ✓ Expanding existing afterschool programs in order to increase availability and affordability of enrichment programming through a variety of strategies, including but not limited to increasing the number of hours of programming or number of children served; and/or
- ✓ Enhancing existing afterschool programs with additional staff, activities, transportation, etc. so that children impacted by the pandemic have additional opportunities to address their social, emotional, health, and wellbeing needs in a safe and secure enrichment environment.

A competitive application process will be used for the selection of entities to operate afterschool programming. The application will include:

- Need for program, including target population
- Program design
- Staffing plan
- Budget and budget justification
- Assurances and agreements

Highly qualified applications will be ranked based on score. Funded programs will be required to submit financial and programmatic reports to MASN. These ARPA Afterschool Enrichment grantees would be expected to participate in monitoring to ensure compliance with federal regulations, training, technical assistance, data collection, and evaluation processes, typical of a federally funded afterschool grant, and outlined in the detailed ARPA Afterschool Enrichment Program Operations Grant Guidance document

## Additional Assurances for Option 2

### Additional Assurances for Option 2:

- Option 2 payments will be made on a reimbursement basis. The period of service for expenses that can be reimbursed will be indicated on the sub-contract.
- Funded programs will be required to submit financial and programmatic reports to MASN. These ARPA Afterschool Enrichment grantees would be expected to participate in monitoring to ensure compliance with federal regulations, training, technical assistance, data collection, and evaluation processes, typical of a federally funded afterschool grant, and outlined in the Afterschool Enrichment Program Grant Guidance and Application document.
- Generally accepted cost accounting methods will be utilized to ensure funds are not used to support activities that do not conform to this application.

## Budget Information for Option 2 Applications

Please note the following for completing budgets:

- This grant opportunity is being made available through federal American Rescue Plan Act (ARPA) funds. These are federal funds and all requirements for spending federal education dollars apply.
- See the list below for a list of what should not be included in Dept. of Education grant budgets.
- Be realistic when developing your budgets. They will be reviewed based on the number of students to be served to demonstrate the most cost effective use of these funds.
- Minor budget amendments (in line with program design, intent, goals, etc.) may be submitted for prior approval before the final payment.
- All budget items should pertain to a specific budget category provided on the budget pages.
- If awarded, unexpended money does not carryover.
- Budget Categories
  - **Salaries and Benefits:** provide details by each title/role in the program.
  - **Travel and Transportation:** specify by each type of transportation and travel (i.e., field trip transportation; busing transportation to/from home and center; professional development activity travel).
  - **Supplies Category:** supplies (and materials) are items which are either consumed in nature, have a useful life of less than one year, cost less than \$1,000 per unit, or are more feasibly replaced than repaired. Most computers, iPads, tablets, cameras, etc. fall under the supply category.
  - **Equipment Category:** equipment means tangible personal property (including information technology systems) that have a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$1,000. Purchases of items greater than \$1,000 should be specifically identified in the application and/or obtain written approval from MASN prior to purchase. Items which have the potential to be shared with regular school day activities must have a cost share in place and obtain written approval from MASN prior to purchase



(i.e., Smart Boards, 3D printer, fitness equipment, robotics, etc.). Please note, for IT systems or software, inventory is based on the per-user license cost and not the total cost.

- **Professional Development:** should include all required training specified in the application as well as any additional professional development to be provided.
- **Purchased Services:** specify all services in which grant funds are paying for. All purchased services *must* have a contract and the contract must be available upon request.

#### Items ARPA Afterschool Enrichment Funds Cannot Be Used For (Not All Inclusive)

The following items should not be included in your program's Option 2 budget:

1. Any supplanting of current items or funds (e.g., using grant dollars to fund programming previously offered and paid for by district or other funds; text books used by students during the regular day)
2. Capital improvements/expenditures: Costs which add to the permanent value of property or appreciably prolong its intended life
3. School construction, renovation, or repair
4. Permanent playground equipment
5. Entertainment, amusement, or diversion activities and any costs directly associated with such costs (i.e., tickets to movies or sports events, meals, lodging, rentals, transportation, and gratuities)
6. Preparation of the proposal: costs to develop, prepare, and/or write the proposal cannot be charged to the grant directly
7. Pre or Post-Award Costs: purchases made, services performed either before date of award or after conclusion of each award year
8. Purchases/services not related to or not approved for the awarded program
9. Daily snacks (The CACFP program can cover meals and snacks.)
10. Inflatables (i.e., bounce houses)
11. Food for non-instructional purposes
12. Incentives (student, staff, or families)
13. Gifts (students, staff, or families)
14. Student and/or child tuition fees, scholarships
15. Student stipends to attend the program
16. Gift cards
17. Installation
18. Parking lots
19. Signs (i.e., marquee & electronic)
20. Fundraising with grant money or with grant purchased items (regardless of the purpose for which the funds will be used)
21. Advertising not directly related to the afterschool program
22. Promotional or marketing items
23. Website creation/maintenance

24. Purchase of vehicles, buses, and golf carts
25. Cell phones for personal use or cell phone data plans
26. Materials not age-appropriate to the ages served in grant
27. Popcorn/snow cone machines
28. Firearms of any kind
29. Office furniture/equipment/supplies
30. Sheds
31. Large fitness equipment (i.e., elliptical, treadmills, weight machines, etc.)
32. Smart boards
33. Servers
34. Excessive electronic purchases (i.e., computer carts, iPads, video equipment, digital cameras, video game consoles, etc.)
35. Necessary maintenance
36. Car rentals (must have prior approval)
37. T-shirts (must be for safety of children on field trips)\*
38. Student overnight trips
39. Out-of-state trips (based on geographic proximity)
40. Rental of building/facility (may be considered on a case by case basis)
41. Purchase of trailers
42. Cannot be used for matching funds for other state or federal grants