



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

## DC Futures Coaching Grant 2022

### Frequently Asked Questions (FAQs)

**Question 1:** What is the purpose of the DC Futures Coaching Grant?

**Answer 1:** The goal of the DC Futures Coaching Grant is to support programs that can and will provide coaching services to students who are in the DC Futures Program. The grant includes support for coaching the students, providing access to academic tutoring for the students, supporting the students by distributing grant funded stipends to students based on their participation in the program, and assisting them with navigating through the college experience to graduation.

**Question 2:** What is the maximum amount of funding available?

**Answer 2:** The total funding available for the fiscal year 2022 (FY22) award period is \$3,991,806. The award amount includes \$1,741,806 for programming and up to \$2,250,000 to be distributed to students in stipends. Stipends should be allocated at \$1,500 (for the year) per student for 1,500 students distributed on a monthly basis. The FY22 funding will be divided among one to five subgrantees.

**Question 3:** Who is eligible to apply?

**Answer 3:** Eligible applicants include nonprofit organizations, local education agencies, and institutions of higher education who will focus the use of these grant funds on students who have applied, and been deemed eligible, for the DC Futures Program and provide a research-based approach to coaching said students that is equitable, high-quality, measurable and aligned to postsecondary success.

Entities must be in good financial standing with the District of Columbia, per the [Clean Hands Law](#).

**Question 4:** What is the target population?

**Answer 4:** The target population are those students who are part of the DC Futures Program.

**Question 5:** How do I start an application?

**Answer 5:** All OSSE grants are managed using the Enterprise Grants Management System (EGMS). Please visit [grants.osse.dc.gov/](https://grants.osse.dc.gov/) to start an application.

**Question 6:** How do I get access to EGMS?

**Answer 6:** New EGMS users must request credentials. Instructions for becoming an EGMS user are available at [grants.osse.dc.gov/info/credentials](https://grants.osse.dc.gov/info/credentials). For technical help with EGMS, contact the EGMS Call Center at (202) 719-6500 or [osse.callcenter@dc.gov](mailto:osse.callcenter@dc.gov) Monday-Friday from 7:30 a.m. – 5:30 p.m.

**Question 7:** What is the application deadline?

**Answer 7:** The application is due by 3 p.m. on Oct. 29, 2021.

**Question 8:** What are the permissible uses of funds?

**Answer 8:** Permissible use of funds include:

- Cost of supplies and materials for students;
- Cost of professional development for staff and coaches;
- Cost of tutoring services provided by external partners;
- Cost of staff/coach salaries, wages and/or stipends;
- Cost of the \$1,500 stipends (annually) provided to each coached student (required); and
- Cost of services required to distribute student stipends.
- Application must provide rationale for expenses that do not fall under these categories, and will be considered on a case-by-case basis.

**Question 9:** Is this grant funded with local or federal funds?

**Answer 9:** This grant is funded with federal funds.

**Question 10:** Is this grant eligible for indirect costs?

**Answer 10:** All OSSE grantees must have an indirect cost rate approved by OSSE, if they plan on claiming indirect costs on grants that allow indirect cost claiming. Once a grantee has an approved rate, that rate will be entered in Enterprise Grants Management System (EGMS) and will appear as a special indirect cost line item at the bottom of each budget page, on all grants that allow indirect cost claiming. This is the only place that indirect costs can be budgeted and claimed. Grantees are not permitted to enter indirect costs in the “OTHER” tab of the budget. The criteria for receiving an approved rate vary, depending on the type of entity. The following is required for each type of entity:

LEAs: must submit an indirect cost rate proposal to OSSE for review. The proposal should be submitted to the Office of Grants Management and Compliance at [osse.grantscompliance@dc.gov](mailto:osse.grantscompliance@dc.gov), using the approved LEA Indirect Cost Rate Template can be found at [osse.dc.gov/publication/indirect-cost-information-and-templates](https://osse.dc.gov/publication/indirect-cost-information-and-templates). OSSE will issue a letter stating the approved rate and period for which that rate is applicable, once it is reviewed and approved.

NonProfits: may use the De Minimis rates of 10 percent Unrestricted and 8 percent Restricted.

Institutes of Higher Education (IHEs): must provide a letter each fiscal year from the US Department of Health and Human Services (DHHS) stating their approved indirect cost rate. If the letter does not specify a separate restricted and unrestricted rate, the De Minimis rate of 8 percent will be used as the restricted rate. The rate on the letter will be used as the unrestricted rate.

**Question 11:** What are the reporting requirements for the grant?

**Answer 11:** Please see reporting requirements below.

- **Annual Program Evaluation Report.** A report is due to OSSE by Sept. 30 of each fiscal year in which funds are awarded, with an overview of activities that took place during the funded period, highlighting any proposed changes in logistics or budget of the current fiscal year and any proposed changes in logistics or budget for the next fiscal year (if receiving grant funds). Reports should also include information on the program's strategies, as well as the frequency of student engagement with the program. Template will be provided.
- **Bimonthly (every two months) check-ins and reporting of program implementation** including a report on the required distribution of student stipends. Template will be provided.
- **Mid-Program Report.** An evaluation report is due to OSSE midway through the duration of the program each fiscal year. At a minimum the report should detail a list of planned programming dates for the remaining fiscal year, student enrollment to-date, and an overview of program activities to-date. Template will be provided.
- **Final Evaluation Report.** If the applicant receives grant funds for more than one fiscal year, the applicant will be required to submit a final report after its last year of receiving DC Futures Coaching Grant funds. The final evaluation report is due within 30 days of the program end date. At a minimum the final report should detail student enrollment, attendance, an overview of program activities year over year, and student progress updates. Additionally, this report should include qualitative feedback from the entity's coaches, students and other staff (as appropriate). Template will be provided.
- Additionally, OSSE we will ask for qualitative feedback from program contacts up to three times throughout the program duration via phone call or in person meetings. **With the exception of these qualitative conversations, the subgrantee will be responsible for submitting the reporting requirements to OSSE.**

**Question 12:** Where can I find the RFA for the grant?

**Answer 12:** The RFA for the grant can be found on the [OSSE Scholarship and Grants for Students webpage](#).

**Question 13:** Where can I find the slide deck for pre-application conference/webinar?

**Answer 13:** The slide deck for the pre-application webinar can be found on the [OSSE Scholarship and Grants for Students webpage](#).

**Question 14:** How can I obtain my scores?

**Answer 14:** After grantees are announced, applicants may request their scores by contacting the grant's manager Christina Beal at [Christina.Beal@dc.gov](mailto:Christina.Beal@dc.gov).

**Question 15:** Based on the application setup in the EGMS portal, are applicants restricted to an 8% indirect cost rate, or are we allowed to use our own indirect rate?

**Answer 15:** See the answer to question 10.

**Question 16:** How does OSSE define "research based" programming?

**Answer 16:** Research-based programming is programming that was developed based on the research and evidence available in the field.

**Question 17:** Is there a page limit?

**Answer 17:** There is no "page limit," but there are character limits for questions requiring narrative answers outlined in the application in EGMS. The character limits are clearly stated with each question.

**Question 18:** Is there a format requiring font size and type and spacing?

**Answer 18:** No, there is no format requiring font size, type and spacing. The application is to be completed in EGMS.

**Question 19:** Is there a funding formula based on the number of unique students served? For instance, is there a minimum number of students served required to win the full grant amount?

**Answer 19:** There is no required funding formula for this competitive grant. There is no minimum number of students served required to win the full grant amount.

**Question 20:** How will the students be identified?

**Answer 20:** Student rosters will be provided to subgrantees after they are selected as an awardee for this competitive grant.

**Question 21:** Who is responsible for ensuring participants meet eligibility requirements?

**Answer 21:** OSSE will work with the subgrantee and IHE partners to ensure students remain eligible for the program.

**Question 22:** Will subgrantees receive rosters of students on a rolling basis?

**Answer 22:** Subgrantees may receive new students throughout the academic year as students enroll in college courses by semester.

**Question 23:** Is the distribution of stipends a requirement?

**Answer 23:** Yes, the distribution of stipends is a requirement. Please refer to answer 8 regarding the cost of distributing funds – including through use of a third party.

**Question 24:** Do all students get a stipend, or can we coach more than 1,500 students?

**Answer 24:** Only students who are part of the DC Futures Program are eligible to receive the \$1,500 stipend. If the subgrantee serves students outside of those in the DC Futures Program, those students are **not** eligible to receive the \$1,500 stipend.

**Question 25:** Why is OSSE seeking to fund up to five service providers?

**Answer 25:** OSSE anticipates that it will make one to five subgrantee awards depending on the applications that OSSE receives. OSSE may award one grantee or up to five grantees as articulated in the RFA.

**Question 26:** What is the data source system where information about students will be held?

**Answer 26:** OSSE will be the primary source housing the data of students that will be relevant for the subgrantees work.

**Question 27:** What data will be made available for program operation and/or evaluation?

**Answer 27:** It will be the subgrantees responsibility to have the data needed to evaluate their program.

**Question 28:** Is there an expectation that a percentage of the program funding will be used towards the evaluation of the program?

**Answer 28:** No – there is no expectation that a percentage of the program funding be used toward evaluation of the program, but that budget item could be approvable based on the proposed budget and the cost assumptions and details provided in the budget section of the application.

**Question 29:** Is there any expectation that the selected provider will seek separate funding or resources for a more robust evaluation?

**Answer 29:** No – there is not an expectation that the selected provider will seek separate funding or resources for a more robust evaluation.

**Question 30:** Does data engineering and analytics fall under “staff” as part of direct costs of setting up the program?

**Answer 30:** Data engineering and analytics may fall under “staff” as part of the direct costs of setting up the program if the cost assumptions and descriptions provide the detail necessary to prove that those positions are indeed responsible for the implementation of the program working with DC Futures Program participants specifically.

**Question 31:** What is the expectation regarding allocation of funding for the evaluation component of the grant?

**Answer 31:** There is no expectation regarding the allocation of funding for the evaluation component of the grant. That is at the discretion of the applicant and may or may not be approved based on cost assumptions and the overall program and budget proposal.

**Question 32:** Is there a list of high demand majors to ensure compliance?

**Answer 32:** There will be a list of high demand majors provided to grant awardees.

It will be the responsibility of the IHE where the student is enrolled to ensure compliance with the high demand major requirement.