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## Division of Education Excellence 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC) Grant Program Volunteer Grant Reviewer Application

### Overview

The District of Columbia Office of the State Superintendent of Education (OSSE) is seeking qualified grant reviewers to volunteer for its upcoming 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC) competitive grant application process. Qualified candidates will possess one or more the following:

- Comprehensive knowledge of the impact extended-day learning opportunities have on improving the academic achievement of students.
- Experience in working with a variety of community members to forge meaningful partnerships that foster commitment to improving the lives of our youth and their families.
- Previous experience as a grant reviewer and/or as a grant recipient (federal or private funds).

Reviewers will be required to:

- Participate in at least one of two teleconference training sessions scheduled for Friday, April 11, 2008 and Friday, April 18, 2008.
- Review no more than 3 grant applications from May 2 through May 9, 2008.
- Complete a rubric and submit comprehensive comments, for each of the grant applications they review and submit them to OSSE by Friday, May 9, 2008.

During the grant application process, the selected reviewers are expected to perform the following activities:

- Read and evaluate proposals utilizing the OSSE review rubric.
- Provide detailed explanations regarding the evaluation scores based on the OSSE rubric. This includes constructive comments on the strengths and weaknesses of said proposals.

If interested, additional opportunities may be available to participate in on-site interviews of applicant finalists.

### 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC) Grant Program

The 21<sup>st</sup> Century Community Learning Centers Program establishes or expands *community learning centers* that provide students with academic enrichment opportunities along with activities designed to complement the students' regular academic program. Community learning centers also offer families of these students' literacy and related educational development. Centers provide a wide range of high-quality services to support student learning and development. Such services include tutoring and mentoring, homework help, academic enrichment (such as hands-on science or technology programs), and community service opportunities, as well as music, arts, sports and cultural activities. At the same time, these centers help working parents by providing a safe environment for students when school is not in session on weekends, evenings, before school, holidays, and in the summer.

More information about the 21<sup>st</sup> Century Community Learning Centers Program and this service opportunity will be posted on OSSE's website: [www.osse.dc.gov](http://www.osse.dc.gov).

### Compensation for Services:

The review of the 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC) grant applications is strictly a volunteer opportunity.

### How to Apply:

Please complete the attached application, submit current resume/curriculum vitae, and complete the conflict of interest statement and return to:

Office of the State Superintendent of Education  
Office of Federal Grants Programs  
51 N Street NE, Lower Level  
Washington, DC 20002  
Attn: Lisa Williams

You can also fax your application with supporting documentation to (202) 741-6491 or email it to [lisa.williams@dc.gov](mailto:lisa.williams@dc.gov) or [ashaki.goodall@dc.gov](mailto:ashaki.goodall@dc.gov). Applications are due no later than **Friday, March 21, 2008**.

If you have any questions, please contact Lisa Williams at (202) 741-6419 or Ashaki Goodall at (202) 741-6417. OSSE will review the applications and contact reviewers of their status by Friday, March 28, 2008.