Summer Bridge 2023
Request for Applications
Children's Services Council of Leon County (CSC Leon)
Addendum No. 2

Below are questions submitted in accordance with the Section IX (page 7) of the RFA, during the virtual information Session held on Wednesday, March 15, or during the in-person trainings held on February 21 and 22 . The corresponding answers are provided immediately below.

1. Will the Power Point and Zoom recording be made available after the conclusion of the webinar and/or training?
   a. Yes, a copy of the slides and recording link from the virtual trainings are posted on the CSC Leon website. Slides from the in-person trainings were provided by the trainer only to attendees.
2. If the educators are employees of Leon County Schools, will there be a need for us to perform background checks?
   a. All educators, teachers, camp counselors, etc. who have direct contact with youth must have a background screen accessible in the Department of Children and Families Clearinghouse. Current teachers for Leon County Schools are included in the Clearinghouse. Note, proof of background screens is not required for the application.
3. Is the budget, budget percentage and org chart information provided for the program or the entire organization?
   a. The requested budget and budget percentages required for the organizational profile are requesting financial details of the organization making the application. The organizational chart should clearly show the entire organization and the proposed changes should funding be awarded.
4. What is the pool of money available? Is there a cap for the ask?
   a. CSC Leon has allocated $1.6 million for Summer Programing. There is no cap on what you can request but requests can only be for the project period (May 15-August 30, 2023).
5. Can you provide more detail about SAMIS? How much identifying information about each child will be required? Parents? Will we be required to provide personal information about the people we serve? Who has access to it and what it will be used for?
   a. There will be a detailed training for entities selected for funding that goes into the finer details of SAMIS. All programs will be required to collect and report individual participant information from families who consent to share their information. All data is secured at the program level and will not be shared across programs. Only authorized users within your program or at CSC Leon will be able to see the data for your program. Some data may be shared with community partners (e.g., Leon County Schools) but only with prior consent from the family. Data is used for tracking individual outcomes, program outcomes and community impacts.
6. Who is scoring the applications and if everyone is seeing every application? If not, how are the applications divided among scorers? Can we see the scoring scales for the "higher points

awarded" as mentioned in the RFA (for example "higher points for multiple meals" or "higher points for 5 days a week")?
   a. CSC Leon is recruiting community volunteers to serve as evaluation panelists. The division of proposals will be based on the number of proposals received and will accommodate any potential conflicts of interest. Evaluators will be assigned to either summer learning or summer feeding. Evaluator scales are included in the RFA on pages 5-6. The full evaluation manual will be shared on request at the conclusion of the procurement period.
7. Is the assessment evidence-based or did you all create it? Can you send us the pre and post assessments to review?
   a. The pre-post assessment is a validated tool, tested for reliability. The satisfaction survey is a CSC Leon created tool. All required tools will be provided, along with training, to entities selected for funding.
8. Are we responsible for creating the pre-post survey for participants?
   a. No. The pre-post assessment will be provided to all entities selected for funding, along with comprehensive training.
9. Is there a minimum number of participants for the summer learning program?
   a. No.
10. Can we serve parents and children (families) or just children?
    a. The summer learning service line is focused on serving school-age children (K-12). The summer feeding service line is open to children, youth and families.
11. Can we use Kahoot to capture the pre-post data?
    a. Entities selected for funding may propose creative methods for data collection so long as the required elements are entered into SAMIS in the required format.
12. Do you have a partnership with LCS so they can assist us with getting children and family data to help us with contacting potential program participants?
    a. We are working on a formal relationship between CSC Leon and Leon Couty Schools but it does not include recruitment assistance for Community Investment Partners.
13. If parents are used in their child's classroom, do we need to background check them?
    a. Yes, any adult working within the program who has direct contact with a child or youth must be background screened. This includes volunteers, staff, interns, etc.
14. The Organizational Profile includes a requirement (#9) for *the most recent annual budget, profit/loss statement or 990 filing*. Is this requirement the most recent annual budget, **or** the profit/loss statement **or** the 990 filing or are all applicants required to provide their most recent annual budget **AND** either their profit/loss or 990 filing?
    a. Applicants must include just one of the items: the most recent annual budget or the profit/loss statement or the 990 filing.
15. The Fiscal Guidelines document includes a requirement for the program budget alone, and we wanted to clarify if the applicants need to provide both their most recent annual budget along with the program budget request.
    a. Applicants are required to submit their annual organizational budget without the project request and a separate budget of just the project request. Funds requested must not supplant existing funds.
16. Would be able to include the purchase of refrigerators and freezers in the budget to increase the amount of produce and meat served to an increased client base?

     a. Yes, this is an allowable budget expense as long as it is included in your approved budget.
17. Can we offer incentives to participants?
     a. Yes, this is an allowable budget expense as long as it is included in your approved budget (under the specific assistance to individuals line item).
18. Is staffing an eligible expenditure of the CSC Leon Summer 2023 funding announcement? Can it cover internship fees for students?
     a. Yes, this is an allowable expense as long as it is included in your approved budget.
19. Can funding cover training for staff?
     a. Yes, this is an allowable expense as long as it is included in your approved budget.
20. Can funding cover van rental?
     a. Yes, this is an allowable expense as long as it is included in your approved budget.