



Erica L. Harris
Officer
Office of Extended Learning Opportunities

DATE: May 17, 2007
TO: Principals at After School Counts eligible schools
FROM: Erica L. Harris
RE: FY08 After School Programs Application
CC: AIOs, Barbara Eason-Watkins, Elliott Collazo, Jocelyn Moralde, Carolina Ortega, Mandee Polonsky

Enclosed please find the Academic and Enrichment After School Program Application for FY08. This application includes information on both the After School Counts (ASC) and After-School All-Stars (ASAS) programs.

Please note that you have been identified as a school that made Adequately Yearly Progress (AYP) in 2005-06. If you make AYP again in 2006-2007 you will no longer offer SES and will be eligible to offer After School Counts. As we have yet to confirm test results this year, we ask that you complete and return the ASC/ASAS application to ensure that we have it on file. If you are indeed eligible for ASC, we will process and award the application accordingly. Alternatively, if you remain eligible for SES, we will disregard the application and forward information on how to proceed.

In addition:

- 1) All elementary schools that are eligible for NCLB Supplemental Educational Services (SES) and ASC are eligible to apply for the After-School All-Stars (ASAS) enrichment program. Please see the note above.
- 2) Priority for ASAS will be given to schools that do not already offer comprehensive after school programs and programs that serve students in 5th-8th grade.
- 3) The ASC/ASAS application due date **is Friday, June 22nd at 4:00 p.m.** Please note that this grant is competitive, therefore *late* or *incomplete* applications may **not** be considered.
- 4) Applications will also be posted and available for downloading on our website at: www.cpsafterschool.org

If you have questions regarding ASC, please contact Carolina Ortega at (773) 553-2220. For questions regarding ASAS please contact Mandee Polonsky at (773) 553-1499. For questions regarding SES, please contact Elliott Collazo at (773) 553-2056. Thank you.

Approved:

A handwritten signature in black ink that reads 'Barbara Eason-Watkins'. The signature is written in a cursive style and is positioned above a horizontal line.

Dr. Barbara Eason-Watkins
Chief Education Officer



Office of Extended Learning Opportunities

ACADEMIC AND ENRICHMENT
AFTER SCHOOL PROGRAM
Request for Proposal
After School Counts Eligible Schools

2007-2008

DEADLINE: Friday, June 22, 2007

AFTER SCHOOL PROGRAM APPLICATION 2007-2008

The Office of Extended Learning Opportunities of the Chicago Public Schools (CPS) is proud to announce the **2007-2008 After-School Application** to support comprehensive after-school programs in grades K-8. This year we are combining all programs into one application. Please read the eligibility requirements and instructions carefully in order to avoid any delays in the review process.

ELIGIBILITY:

All elementary schools are eligible for an academic (Reading and Mathematics) after school program. If your school is required to offer NCLB **Supplemental Educational Services (SES)**, you will **NOT** be eligible for **After School Counts (ASC)**.

After-School All-Stars (ASAS) is the enrichment after school program for the district. The program is available for grades K-8, however, priority will be given to programs serving 5th – 8th grades. Priority will also be given to schools that do not currently offer a comprehensive after-school program.

Please refer to the program descriptions below:

- **After-School All-Stars (ASAS):** *Contact: Mande Polonsky, Enrichment Manager (3-1499)*
ASAS is a program that engages CPS students in structured enrichment and independent learning activities to create a comprehensive after school program for 4 hours each week, 20 weeks per year. These hours are in addition to the 4 hours of academic offerings through ASC or SES.
- **After School Counts (ASC):** *Contact: Carolina Ortega, Program Coordinator (3-2220)*
After School Counts provides after school reading and math instruction for students in grades K-8 and is offered for a minimum of 4 hours per week, 20 weeks per year.
- **Community Schools Initiative** *Contact: Tawa Jogunosimi, Community Schools Senior Manager(3-3590)*
Community schools bring together the academic and social supports needed to ensure that all students succeed by offering programs before, during and after the school day for students and their families. The programs are designed to support the school's academic program and expand the services offered within the community. Through the *Campaign to Expand Community Schools in Chicago* and the *21st Century Community Learning Centers (21st CCLC)* program, CPS has established 102 community schools.
- **Supplemental Educational Services (SES)** *Contact: Elliott Collazo, SES Manager (3-3590)*
SES is a component of Title I of the Elementary and Secondary Education Act (ESEA) as reauthorized by the *No Child Left Behind Act* (NCLB) that provides additional academic instruction, specifically reading and math, outside of the regular school-day to increase the academic achievement of students in low-performing schools. These services may include academic assistance such as tutoring, remediation and other educational interventions. SES must be consistent with the content and instruction of Chicago Public Schools are aligned with the Illinois State Board of Education's academic content standards.
- **Tuition Based After School:** *Contact: Mande Polonsky, Enrichment Manager (3-1499)*
The tuition based after school programming addresses a common concern among working parents – the need for an extended school day. Tuition based after school programming provides a “one stop shop” for parents, offering after school care until at least 6:00 p.m. and the opportunity to enroll their children in enriching activities such as dance, music, and foreign language instruction on-site at the school instead of going elsewhere in the community for these classes.

INSTRUCTIONS AND GUIDELINES

1. All schools are eligible to receive after school programming including academics and enrichment. Specific program eligibility will determine which applications you may submit.
2. Schools are not required to apply for all programs they are eligible for. However, schools eligible for Supplemental Educational Services (SES) are mandated by law to offer the program.
3. Funding is based on total school enrollment and varies by program. Please complete the budget summary based on your projected enrollment in FY08. Each year funding is subject to change, therefore submitting an application **DOES NOT** guarantee an award.
4. Students served: K-8; Priority given to lowest performing students. For ASAS, priority is 5th-8th graders.
5. In order to apply for ASAS, you must identify a coordinator who is responsible for managing the program, maintaining attendance, completing evaluations and corresponding with Central Office staff. Coordinators will be given a \$1,000 stipend in addition to the school award for ASAS.
6. Currently our Office is in the process of developing a new attendance system which will be announced at a later date. All schools will be required to enter attendance for After School Counts and After-School All-Stars on a *monthly basis*, otherwise, **may result in removal of funds.**
7. Please note that part of the criteria for your application is to review your school's compliance with the After School Attendance Reporting (ASAR) system as well as the program's budget expenditure for FY06-07.

Timeline:

- Application due date: **June 22, 2007** by 4:00pm. Due to budget constraints, funding is competitive. Therefore, incomplete or late applications may **not** be considered for these grants.
- Notification: award letters will be sent by the end of July 2007.
- **Original** application plus 2 copies should be submitted to (**No faxes will be accepted**):
 After School Application
 Office of Extended Learning Opportunities
 Chicago Public Schools
 125 South Clark – 10th Floor
 Chicago, IL 60603
 or
 GSR# 125 -10th Floor

Please refer to the sample schedule below as a guide for creating your after school program.

Sample After School Schedule	
2:45 p.m.	End of school day
2:45 p.m. - 3:00 p.m.	Snack (Third Meal Option)
3:00 p.m. - 4:00 p.m.	CHOOSE FROM THE FOLLOWING ACTIVITIES: Academic: ASC Reading and Math Enrichment OR Independent Learning through Homework Assistance/Tutoring (provided by ASAS)
4:00 p.m. - 5:00 p.m.	CHOOSE FROM THE FOLLOWING ACTIVITIES (rotate at 4:30): Sports and Recreation (basketball, volleyball or track) OR Cultural Arts (drama, arts & crafts, African dance)
4:30 p.m. - 5:00 p.m. (Mondays)	Service Learning Project

AFTER-SCHOOL APPLICATION COVER PAGE

School Name: _____	Unit # _____	Instructional Area: _____
GSR #: _____	Total School Enrollment: _____	Phone #: _____ Fax#: _____
Principal's Name: _____	E-mail: _____	
Assistant Principal's Name: _____	E-mail: _____	
Principal's Signature: _____	Date: _____	
Coordinator Name: _____ (if applicable)	Coordinator E-mail: _____	

Please indicate which programs you are applying for below:

- After School Counts Amount Requested: \$ _____
 ___ Please check here if your school is an **AMPS** school
- After-School All-Stars Program Amount Requested: \$ _____

Please indicate any other programs that will be offered at your school next year:

- Community Schools Initiative (specify 21st Century or Campaign funding) _____
 - ASAS priority will be given to schools currently not offering comprehensive after school.
- Tuition Based After School
 - If you are interested in learning more about Tuition Based programming, check here ___
- Other _____

APPLICATION CHECK LIST

Please note that any modifications to the application will **not** be accepted. Please submit your original **completed** application (4 pages min. including the answers to the narrative page) and **2** additional copies.

Application pages to submit:

- Application Cover Page
- Program Schedule(s)
- Narrative Questions Page(s)
- Program Descriptions-After-School All-Stars only
- Application Budget Summary (*last page*)

AFTER SCHOOL COUNTS PROGRAM

All elementary schools that are *not* eligible for NCLB Supplemental Educational Services (SES) may apply. Please read the instructions carefully and complete *all* areas of the application. Please recall that this is a competitive grant and any *incomplete* or *late* applications may not be considered.

Program Requirements:

1. Students served: K-8; Priority given to lowest performing students.
2. Instruction must focus on reading and/or math.
3. Students served per classroom: recommended an average of 18 students per classroom
4. Four hours minimum of after school instruction per week for a minimum of 20 weeks of programming.
5. Assessment: Instructors must keep records of students' progress.

Funding:

1. Please refer to the chart on the following page for funding eligibility¹. Maximum funding allocations are based on school enrollment. Schools may *not* request funding exceeding the maximum allocation indicated below.
2. Funding request may *not* exceed \$213 per student served.
3. Funds received will **ONLY** support academic after school programs and will *only* pay Teacher and ESP (Teacher Aides *only*) hourly salaries.

ASC Funding Eligibility Chart

Total Student Enrollment	Students Served (Based on School Enrollment)	Teachers Needed (18 students p/Teacher)	Hrs/Wk (Min)	Wks/ Yr (Min)	Avg. Rate of pay p/Hr	Maximum CPS Award (Approximately \$213 p/Student)	25% Schls. Match. Funds	Total Budget
0-250	36	2	4	20	\$48	\$7,680	\$1,920	\$9,600
251-500	54	3	4	20	\$48	\$11,520	\$2,880	\$14,400
501-750	81	4.5	4	20	\$48	\$17,280	\$4,320	\$21,600
751-1000	117	6.5	4	20	\$48	\$24,960	\$6,240	\$31,200
1001-1500	153	8.5	4	20	\$48	\$32,640	\$8,160	\$40,800
1551-1750	189	10.5	4	20	\$48	\$40,320	\$10,080	\$50,400
Over 1751	225	12.5	4	20	\$48	\$48,000	\$12,000	\$60,000

¹ Funds are always subject to availability.

AFTER SCHOOL COUNTS PROGRAM SCHEDULE

Programming Information: Please provide *all* information requested

Program Start/End Date: _____ to _____ Total weeks: _____ (20 wks. minimum)
 (mm/dd/yr) (mm/dd/yr)

Hrs academics/wk: ___ hrs. and ___ min. (4hrs. min.)

of Students Who: Will **only** receive reading instruction? _____
 Will **only** receive math instruction? _____
 Will receive **both** reading and math instruction? _____

PROGRAM	# of Students Per Grade Level								Total # Students	Days of Programming (Please check dates)						Times		
	1	2	3	4	5	6	7	8		M	T	W	Th	F	S	Start	End	
Reading																		
# General Ed																		
# of ELL																		
# of SPED																		
Math																		
# General Ed																		
# of ELL																		
# of SPED																		
AMPS Schools																		
TOTAL																		

AFTER SCHOOL COUNTS NARRATIVE QUESTIONS

Please complete **all** questions below. You may attach an additional page if necessary.

1. Please state the purpose, including needs, goals and outcomes, description and proposed implementation of the program.
2. What academic level will you be targeting for ASC?
3. Would you be interested in structured curriculum, if offered as an option?
4. What strategies will you use to retain student participation for the 20 week program?
5. What performance measures (e.g. specific goals, benchmarks, data collection) and program evaluation methods will you use?

AFTER-SCHOOL ALL-STARS PROGRAM

It is with pleasure that the Office of After School and Community School Programs announces the 2006-2007 applications for the After-School All-Stars (ASAS) Program. After-School All-Stars is a nationally recognized comprehensive after-school program that provides K– 8th grade students the opportunity for academic, recreation and social enrichment?. The national After-School All-Stars organization (www.afterschoolallstars.org) emphasizes the need for 5th–8th grade participation in after-school, therefore priority will be given to programs that target this group of students. Priority will also be given to schools that do not currently offer a comprehensive program.

ASAS will allow students to take advantage of a broad array of after-school activities in addition to their academic programs. **Students enrolled in After School Counts (ASC) *must be given priority for acceptance into the ASAS program.*** Students not offered ASC should receive homework help through ASAS during the ASC hours. ASAS schools must provide a comprehensive after-school program. In addition to your current 4 hour academic programs (ASC or SES), participating schools must commit an additional 4 hours of programming per week, for a minimum of 20 weeks.

There are three components to the ASAS comprehensive program. You will be required to offer a *minimum* of one activity from each component:

- 1) **Academics**- Building reading and math skills through ASC and/or additional tutoring programs.
- 2) **Recreation**- Building social, physical, and emotional skills through programming approaches that offer a range of activities that include creative expression, communication, and cooperative or teamwork. Programs include athletics, recreation, technology, dance, music, art, etc.
- 3) **Independent Learning** Building independent learning skills through active homework and service learning projects.

FUNDING:

Please refer to the chart below for funding eligibility. Maximum funding allocations are based on school enrollment. Schools may *not* request funding exceeding \$120/student or the maximum allocation indicated below. All funding is subject to availability.

ASAS Funding Eligibility Chart

Total Student Enrollment	Maximum Students Served (Based on School Enrollment)	Teachers (Max. 20 students p/Teacher)	Hr/k (Min)	Wks/ Yr (Min)	Rate of pay p/Hr	Maximum ASAS Award (Approx. \$120 p/Student)	25% School Matching Funds	Total Budget
0-250	60	3	4	20	\$30	\$6,630	\$1,650	\$8,280
251-500	100	5	4	20	\$30	\$11,040	\$2,760	\$13,800
501-750	140	7	4	20	\$30	\$15,460	\$3,860	\$19,320
751-1000	180	9	4	20	\$30	\$19,880	\$4,960	\$24,840
1001-1500	240	12	4	20	\$30	\$26,500	\$6,620	\$33,120
1551-1750	300	15	4	20	\$30	\$33,120	\$8,280	\$41,400
Over 1751	360	18	4	20	\$30	\$39,750	\$9,930	\$49,680

AFTER-SCHOOL ALL-STARS 2007-2008 PROGRAM SCHEDULE

Programming Information: Please provide *all* information requested

School Name _____ Total # of students served by ASAS _____

Program Start/End Date: _____ to _____ Total weeks: _____ (20 wks. minimum)
 (mm/dd/yr) (mm/dd/yr)

Hrs enrichment/wk: ___ hrs. and ___ min. (4 hrs. min.)

of Students Who: Will **only** receive recreation/enrichment? _____

Will receive **both** academics (ASC or SES) and recreation/enrichment? _____

PROGRAM	# of Students Per Grade Level								Total # Students	Days of Programming (Please check days)						Program Times	
	1	2	3	4	5	6	7	8		M	T	W	Th	F	S	Start	End

After-School All-Stars Enrichment – Please make copies of this page should you need additional space.

(Remember to include enrichment and independent learning activities. Program should allow ASC students to participate in ASAS activities)

Program Name

<i>Proposed ASC Schedule</i>																			
TOTAL – (Do not duplicate student count)																			

AFTER-SCHOOL ALL-STARS NARRATIVE QUESTIONS

Narrative Questions: Please complete ALL of the following questions on a separate page and attach to your application. Failure to complete these questions will result in an incomplete application.

1. Please provide a brief overview of your proposed After-School All-Stars program. Include how you incorporate academics, recreation, and independent learning in a comprehensive program and how this program supports your regular school day activities. Describe each class on page 11.‡
2. Explain how students enrolled in your academic after school program (ASC or SES) will be given priority in the ASAS program (ex. *ASAS and ASC offered on alternate days, ASAS is scheduled after ASC classes are over*).
3. What are the projected outcomes of the ASAS program?
4. Please explain briefly how you plan to evaluate the effectiveness of your program. (i.e. measuring achievement of the program outcomes)
5. Outline how you plan to use your \$1,000 Equipment and Supply Stipend you will receive in addition to your award amount.
6. Has your Physical Education instructor received SPARK PE training and/or has your school received SPARK/Sportime equipment through our office? If not, would you be interested in PE training and equipment for your school (pending a grant award from the Department of Education this summer)?
7. Describe your service learning program and how the project will serve the needs of the Students and community. This may be a program offered weekly or periodically. For more information on Service Learning Projects, please visit www.servicelearning.org

According to the National Commission on Service learning, service-learning is an on-going project that:

- Links to academic content and standards
- Involves young people in helping to determine and meet real, defined community needs
- Is reciprocal in nature, benefiting both the community and the service providers by combining a service experience with a learning experience
- Can be used in any subject area so long as it is appropriate to learning goal
- Works at all ages, even among young children

You should include the following components in your programs: Youth planning, Community Need, Learning Objectives, Meaningful Service, Reflection, Evaluation and Celebration.

‡ Please note, if you plan to incorporate an outside vendor or program provider, please name them in your description. For further information on program providers in Chicago, please refer to our *Guide to On-site After School Enrichment Providers in Chicago*. This guide will be mailed to your school and available on our website at www.cpsafterschool.org

AFTER SCHOOL PROGRAM BUDGET SUMMARY 2007-2008

School Name: _____ **Unit:** _____ **No. of Students Served:** _____

Please refer to the charts on the previous pages funding eligibility. Maximum funding allocations are based on school enrollment. Schools may *not* request funding exceeding the maximum allocation indicated in the table and/or per student allotment (ASC is \$213/student and ASAS is \$120/student). In addition:

- Funds for After School Counts **ONLY** support academic after school programs and will *only* pay Teacher and ESP (Teacher Aides) hourly rate. After-School All-Stars funds will fund Teacher and ESP's for enrichment at \$30/hr.
- After-School All-Stars schools will each receive a \$1,000 supply stipend and a \$1,000 Coordinator Stipend in addition to their award.
- Schools must provide a 25% funding match from the school's own discretionary budget for ASC and 25% for ASAS. These funds may be used for clerks, security, engineers, materials, etc.

Program-Object Code	Personnel	Amount Requested Not to exceed maximum allocations	Assumptions (Example for ASAS)				
			# of Personnel (2)	\$ / hr (\$30)	# of hrs/wk (4)	# of weeks (20)	Total (\$4,800)
8127-5113	Teacher Pay /ASC Reading and/or Math ⁴ *Hourly (\$48 p/h average)	\$					
8127-5213	ESP (Teacher Aides ONLY)						
Add 25% School Cash Contribution ⁵ Specify Budget Line reserving funds: _____		\$					
Unit - Fund - Project - Program - Object *REQUIRED							
TOTAL ASC Budget		\$					
8122-5113	Teacher Pay/ASAS Enrichment \$30 p/hour	\$					
8122-5213	ESP Pay / ASAS Enrichment \$30 p/hour	\$					
8122-5410	ASAS External Program Provider- <u>Optional</u> ⁶	\$					
Total ASAS Enrichment Grant Award		\$					
Add 25% <i>Required</i> School Cash Contribution Specify Budget Line reserving funds: _____		\$					
Unit - Fund - Project - Program - Object							
TOTAL ASAS Budget		\$					
TOTAL AWARD (Add Total ASC Budget and Total ASAS Budget)		\$					

⁵ Schools are reminded to amend their FY07 SIPAAA to include the required match

⁶ Any program using an outside agency as a service provider for ASAS must adhere to the CPS Purchasing rules and procedures. Please refer to your Budget Handbook or <http://www.cps.k12.il.us/AboutCPS/Departments/Finance/schoolbusiness.html>