SJ LEARNS TUTORING EXPANSION 2022 REQUEST FOR PROPOSALS

San Jose Public Library Foundation

The disruption of school learning, resulting from the COVID-19 pandemic, has had lasting impacts on students and families in San Jose. While all children faced challenges related to academic growth during this time, many students were disproportionately impacted by the pandemic, particularly children who are English learners, homeless or foster youth, in neighborhoods that are traditionally lower-resourced, and/or youth of racial or ethnic communities experiencing achievement gaps. Many families may wish to secure additional tutoring services for their students but are unable to afford or access these types of supports.

To offset the impact of pandemic-related learning loss and uplift children to higher levels of student academic achievement, the *SJ Learns* program will offer a two-year expansion grant, providing high-needs San José students in 4th-12th grade with an opportunity to access high-quality tutoring services.

The San José Public Library Foundation invites proposals from community-based organizations and local education agencies for funding consideration with decisions made by August 2022 with funds expended by December 2024.

Funds are made available through the American Rescue Plan (ARP) and all grant activities and expenditures must be in line with federal requirements. These grant awards are for immediate tutoring expansion programs to increase access and drive academic success for students.

PROPOSAL PROCESS & TIMELINE

The San José Public Library Foundation will accept proposals now through July 15, 2022. Applications will be considered by the SJ Learns Committee. An estimated $1.7 million in ARP funds will be granted over the next two years.

Proposals will be accepted online only through the Library Foundation's Application Portal.

Key Dates

Online application opens for submission	Tuesday, May 31, 2022	Link to the Library Foundation's Application Portal
Informational webinar	Wednesday, June 8, 2022	Link to the informational webinar and meet and greet. Please register.
Application submission deadline for first round funding consideration	July 15, 2022	Link to the Library Foundation's Application Portal
Final notice of grant status	August 2022	All applicants will be notified for program start in Fall 2022 or Winter 2023

CONTACT INFORMATION

Organizations may submit questions not addressed in this Request for Proposals (RFP) via email and/or request a pre-scheduled 15-minute call with staff here. Please direct all inquiries related to this RFP to lauren.hancock@sjlibrary.org.

MINIMUM ELIGIBLE REQUIREMENTS

Programs should provide high-need students, ranging from grades 4 to 12, in San José with an opportunity to access high-quality tutoring services and accelerate growth towards academic goals.

High-need students may be identified as one or more of the following:

- Those who have been disproportionally impacted by the pandemic
- Low-income/socioeconomically disadvantaged
- Performing below (or at-risk of performing below) grade-level standards in core subjects. English, reading or language arts, mathematics, science, or history
- Students with disabilities
- English learners
- Homeless or foster youth
- Members of racial/ethnic groups with achievement gaps

Tutoring Programs must:

- Provide 1:1 or small group tutoring and academic recovery support services for San José students who are most at risk of not meeting grade-level standards. Tutoring programs should be inclusive of services for students ranging grades 4 to 12. Have trained and experienced staff who are well versed in trauma-informed and culturally competent practices and who are well-equipped to serve high-need students.
- Provide a clearly defined and equitable recruitment plan, ensuring prioritization of access for most high-need students (if applicable). The recruitment strategy should be informed by leveraging data like California dashboards, English Language Proficiency Assessments for California (ELPAC) data, and or other local assessments that will inform recruitment plan.
- Ensure that low-income families are not charged any fees for participation (grant funds should be used to cover these costs).
- Have strong data collection and assessment practices in place to demonstrate student academic growth.
- Provide information about the communication plans in place with parents and teachers (when applicable) about student progress and academic achievement.
- Programs will be required to report student demographic and achievement data. Include a clear evaluation plan that identifies data sources for measuring impact and affirming that participating students meet eligibility requirements. Evaluation should include parent satisfaction metrics as well as student success metrics.

SJ Learns
CITY OF SAN JOSÉ

The strongest proposals will be in alignment with the [Tutoring Quality Improvement System - Quality Standards](#) from the National Student Support Accelerator (Annenberg Institute). The proposals will be evaluated in accordance with these proven characteristics. Priority will be given to applicants that:

- Are in alignment with the Annenberg Institute Tutoring Quality standards
- Show evidence of a sustainable approach by leveraging key community partnerships (if applicable) and sources of matching funds
- Demonstrate a service delivery model that is in high demand by parents
- Maximize quality while minimizing per student costs
- Have the potential to provide flexible services (e.g., in person and virtual)

GRANT TYPES

Eligible organizations and partnerships are invited to apply for one or both of the following grant types. If relevant, organizations may apply for both grant types, but only one grant may be awarded. Priority is given to the programs serving the most unduplicated students. *Anticipated grant amount: $100,000 – $500,000 over a two-year period*

Service Implementation Grant

Funding to support direct tutoring services. If the proposal is for a multi-partner collaboration (Local Education Agency, nonprofit, and/or for-profit) applications must be submitted by one fiscal lead agency with letters of agreement or memoranda of understanding from the implementation partner organization(s) specifying roles and responsibilities. Tutoring services may be delivered independently or in classrooms, in afterschool programs, with other community partners, and may be delivered in-person or online.

PRNS Service Implementation Grant

The Parks, Recreation, and Neighborhood Services (PRNS) Service Implementation Grants support implementation of tutoring services to students at City managed afterschool programs. Services will be implemented through and with PRNS afterschool programs. With this grant, PRNS will be responsible for recruiting eligible students and coordinating with grantees. Tutoring services may be delivered in-person or online.

ELIGIBLE FUNDS USAGE

All funds must be spent by December 2024, final report due March 2025. Applicants will be asked to submit a grant budget and budget narrative that explains how funds would be used across three main categories and multiple partners (as relevant).

Budget categories:

- Programmatic Costs – Costs related to service delivery.
- Indirect Costs – Costs related to program administration, 15% maximum.
- Sub-Grants/Sub-Contracts to Other Organizations (if relevant).