

SJ Learns Grant Summer 2023 and AY 2023-2024

San Jose Public Library Foundation

Overview

SJ Learns aims to bolster academic achievement by funding promising and innovative expanded learning programs that serve San José public school students in transitional kindergarten (TK) through 3rd grade.

Approximately \$850,000 are available for this grant opportunity.

For additional information, please visit the San Jose Public Library Foundation's **Grant Opportunity Webpage**.

The grant review committee will give preference to proposals that:

- Prioritize schools that serve a higher percentage of students who qualify for free or reduced price meals.
- Identify a clear plan to recruit students who do not meet (or are at risk of not meeting) grade-level standards.
- Demonstrate an enhanced commitment/innovative approach to implementing SJ Learns strategies and priorities.
- Include both summer and academic year expanded learning programs.
- Focus on student achievement in both Mathematics and English Language Arts.
- Include a clear financial narrative or strategy that shows diversified funding sources other than ASES or 21 Century funds.

If others at your organization/partner organizations need to access/edit the proposal, please use the [Collaborator feature](#) on the form.

1. Collaborator [Video Tutorial](#) (2 minutes long)
2. Collaborator [Written Tutorial](#)

Contact Us

Kristen Yamada
Literacy Program Specialist
San Jose Public Library
kristen.yamada@sjlibrary.org

Local Education Agency Information

Project Name*

Character Limit: 100

Local Education Agency Abbreviation

Character Limit: 10

LEAD CONTACT INFORMATION

The Lead Contact should be the main point of contact for the LEA for all SJ Learns program communication.

Lead Contact First Name*

Character Limit: 50

Lead Contact Last Name*

Character Limit: 50

Lead Contact Title*

Character Limit: 100

Lead Contact Email Address*

Character Limit: 100

Lead Contact Phone Number (###-###-#### x###)*

Character Limit: 20

SIGNATORY INFORMATION

If different from the "Lead Contact," please provide information for the person who would serve as the authorized signer for the grant, should the proposal be approved for funding. If the "Lead Contact" will serve as signatory, please copy the information above.

Signatory First Name*

Character Limit: 100

Signatory Last Name*

Character Limit: 100

Signatory Title*

Character Limit: 100

Signatory Address Line1*

Signatory Street Address

Character Limit: 100

Signatory Address Line 2*

Ex: San Jose, CA 95112

Character Limit: 100

Signatory Phone Number*

XXX-XXX-XXXX XXXXX

Character Limit: 20

Signatory Email*

Character Limit: 50

PAYMENT INFORMATION

Please provide information for mailing payment, should the proposal be approved for funding.

Payment Mailing ATTN:*

Attention of:

Character Limit: 200

Check Payable To*

Character Limit: 250

Payment Mailing Address*

Character Limit: 250

Fiscal Services Contact Full Name*

Character Limit: 200

Fiscal Services Contact Email Address*

Character Limit: 50

Fiscal Services Contact Phone Number*

Character Limit: 250

Partner Organization Information

Partner Organization Name*

If the LEA is not partnering with another organization, please write "N/A"

Character Limit: 100

Partner First Name

Character Limit: 50

Partner Last Name

Character Limit: 50

Partner Title

Character Limit: 100

Partner Email Address

Character Limit: 100

Partner Phone Number (###-###-#### x####)

Character Limit: 20

Partner Organization Notes

If you have more than one partner organization and/or sub-grantees for your proposal, please clarify here and include a primary contact (name, title, email address, and phone number) for each entity.

Character Limit: 1000

High-Level Application Questions

ELIGIBILITY AFFIRMATION QUESTIONS

Will any awarded funds be used to serve San José students in TK-3rd grade?*

Choices

Yes

No

School Site(s) Served*

Will any program(s) supported by SJ Learns funds be administered at a school site (or school sites) with a minimum of 40% of students who qualify for free or reduced price meals (FRPM)?

Choices

Yes

No

School Site(s) Served Detail

If you answered “No” above, but have other data to show that school sites serve students who are predominantly low income, please share additional information here.

Character Limit: 1000

Recruitment Strategy*

Do you have a clear strategy for recruitment or referral that utilizes available data, including valid and reliable assessments, to ensure the program enrolls students who both come from low-income households and are performing below (or at-risk of performing below) grade-level standards in Mathematics and English Language Arts?

Choices

Yes

No

Recruitment Strategy Detail*

Please specify how you will recruit and track program participants to prioritize access for students who are from low-income households, perform below - or are at risk of performing below - grade level standards, and can commit to high levels of program attendance.

Character Limit: 1000

Will the program be aligned with the Quality Standards for Expanded Learning in California?*

Choices

Yes

No

Strategy and Priority Alignment*

Will the program be aligned with SJ Learns strategies and priorities, as well as the LEA’s Local Control Accountability Plan (or Local Continuity and Attendance Plan) and/or other documents that guide LEA strategy?

Choices

Yes

No

LCAP Alignment Detail*

Please specify how the LEA's goals and strategies align with those for SJ Learns. Where possible, please include how the LEA prioritizes of expanded learning opportunities. Please cite the LCAP page number, and spotlight relevant detail.

SJ Learns goals and strategies are outlined in the SJ Learns Theory of Change and the SJ Learns Logic Model.

Character Limit: 1000

Will the LEA ensure that students who qualify for FRPM are not charged program fees?

Choices

- Yes
- No

Participation in DataZone*

Does the LEA participate as a member in the Santa Clara County Office of Education’s DataZone project and store local assessment data in the warehouse for all grade levels that would be served through SJ Learns?

Choices

- Yes
- Not yet – but open to using DataZone
- No

Using and transferring data to DataZone*

How does your LEA currently use DataZone services? Are all student records, including assessment data that would be used to measure progress, transferred to DataZone? If not, how will the LEA work with DataZone to ensure that SJ Learns student data is transferred to the DataZone?

LEAs must use the Santa Clara County Office of Education’s DataZone tool to collect program data. This is important for the SJ Learns evaluation strategy and proportional costs are eligible expenses of SJ Learns grant funds.

Character Limit: 1000

Will the LEA and any partners commit to participate in the Expanded Learning Community of Practice?*

Choices

- Yes
- No

Community of Practice Attendees*

LEA and program staff are required to participate in the Expanded Learning Community of Practice. Please provide information for each participant.

Please include:

- Name
- Organization
- Title
- Email Address
- Phone Number

Character Limit: 3000

FUNDING REQUEST

Has the LEA previously received funding from SJ Learns?*

Choices

Yes

No

Previous Grantee Reflection

If you are a previous or active grantee, please share some information about how SJ Learns has supported your program's (or programs') development. What have you learned during previous grant cycles and how have you engaged in continuous quality improvement?

Character Limit: 1000

Total Amount of Funds Requested*

LEAs must identify a funding source to provide a 1:1 match in LEA funding for every dollar of grant funding. Funding may be from any source other than the City. Your response to "Total Amount of Funds Requested" should represent less than or equal to half of the overall program costs. Please ensure this amount matches the total grant amount in your budget form (under Key Documents).

Character Limit: 20

Source(s) for matching funds*

Please specify the funding source (or funding sources) to provide a 1:1 match in LEA funding for every dollar of grant funding. Funding may be from any source other than the City.

Character Limit: 1000

Funding flexibility*

Would your organization be open to a grant from SJ Learns that is less than your total amount requested?

Choices

Yes - we would like to be considered for a grant of any amount.

Yes - we would like to be considered for a grant above a specific minimum amount.

No - we would only like to be considered for a grant equal to the total amount requested.

Minimum funding amount for consideration

If you responded "we would like to be considered for a grant above a specific minimum amount" above, please indicate the specific minimum amount required to operate your program. That is, if you do not receive this amount then participation in the grant program would not be worthwhile for your LEA. Please note that we will only consider an amount between the minimum and total amount requested.

Character Limit: 20

Cost prioritization

Please provide detail about what costs you would prioritize (e.g., Summer or Academic Year program costs) and how you would modify the program plan/design using a smaller award.

Character Limit: 1000

EXPANDED LEARNING PROGRAM DETAIL

If you've applied for an SJ Learns Grant previously, please note that we've separated items for Summer and Academic Year Programs to make it more clear for our committee how those programs function differently. If you are applying for funding to support both Summer and Academic Year programs, it may be the case that your response for one is the same as the aligned item under the other (e.g., information about school sites served). If so, you can include a simple reference note in the aligned item response box (e.g., Same as Summer Program). If you are applying for funding to support a Summer OR Academic Year program, you can skip items under the section that is not relevant for you, but all items under the section for which you'd like to be considered must be completed.

Does the program (or programs) serve students during the:*

Choices

Summer 2023

Academic Year 23-24

Both

Summer 2023 Application Questions

SUMMER PROGRAM DETAIL

About expanded learning program(s) the LEA intends to fund (Summer)

In two to three sentences, please describe the expanded learning program(s) the LEA intends to fund with support from SJ Learns. Items that follow will provide space for additional detail related to specific program goals.

Character Limit: 500

Additional detail: focus on closing achievement gaps (Summer)

Please provide additional detail about how program(s) will fit in with the LEA's overall vision for academic achievement and help close achievement gaps?

Character Limit: 1000

Additional detail: focus on whole child learning (Summer)

Please provide additional detail about how program(s) will focus on whole child learning.

SJ Learns Grantees take a whole child approach to education, ensuring San Jose students are healthy, safe, engaged, supported, and challenged. More information is available at [The Whole Child](#).

Character Limit: 1000

Additional detail: focus on collaboration (Summer)

Please describe how the program(s) will leverage partnerships to support participants.

SJ Learns Grantees partner with city agencies, community-based organizations, businesses, and other entities to improve student outcomes.

Character Limit: 1000

Additional detail: focus on family engagement (Summer)

Please describe how the program(s) will engage families.

SJ Learns Grantees encourage trusting relationships between staff and parents, create a sense of community within programs, build parents' capacity to help improve student outcomes, and empower parents to be active decision makers and lifelong advocates on behalf of their children.

Character Limit: 1000

Additional detail: focus on continuous quality improvement (Summer)

Please provide additional detail about how the program(s) will align with the quality standards. Include information about the evaluation method(s) you will use to rigorously monitor and measure changes in program quality.

SJ Learns Grantees are committed to program improvement and ensure programs are aligned to the Quality Standards for Expanded Learning in California.

Character Limit: 1000

Total number of San Jose students to be served (Summer)

Character Limit: 4

Does the Summer program (or programs) focus on student achievement in:**Choices**

Math

ELA

ELA and Math

Provide for each participating school site (Summer):

For each participating school site, please provide the school name, grade levels served, % of students who qualify for FRPM, % of students not meeting grade-level standard for ELA (specify assessment), % of students not meeting grade-level standard for Math (specify assessment).

Example: Mystery School: serves grades TK-5, 50% of students qualify for FRPM, 50% of

students are below grade level in ELA (MAP Assessment), and 50% of students are below grade level in Math (Smarter Balanced Interim Assessment)

Character Limit: 5000

About programs serving entry-level students (TK and K; Summer):

If the program serves (or programs serve) entry-level students (TK and K), please explain how the LEA determines whether students are at risk of performing below grade-level standard.

Character Limit: 1000

Summer Assessment(s)

All participating sites must use an assessment to monitor growth over time for all grade levels served - and assessment data must be stored within DataZone. Please identify the assessment(s) you will use.

Character Limit: 1000

Briefly explain program's alignment with the LEA's learning programs (Summer):*

Briefly explain how the program is (or programs are) aligned with the LEA's academic year learning programs, as well as the Quality Standards for Expanded Learning in California

Character Limit: 1000

MEASURABLE OUTCOMES (Summer)

Academic growth (Summer)

Referencing the assessment(s) you will use to measure academic growth, please specify the academic-focused outcomes the program(s) will aim to achieve. Please note that any relevant academic data should be housed within DataZone.

Example: 75% of participating students will increase their literacy and math skills by one or two levels, as measured by the F&P Benchmark Assessments.

Character Limit: 1000

Program attendance (Summer)

Please specify the attendance-focused outcomes the program(s) will aim to achieve.

Example: Participating students will have 85% daily attendance.

Character Limit: 1000

Quality standards (Summer)

Referencing 1-2 of the Quality Standards and aligned evaluation strategies, please specify the program quality-focused outcomes the program(s) will aim to achieve.

Example: 90% of caregivers of participating students will report that they learned techniques to help their child at home; and feel more connected to their child's school, as measured by a parent retrospective survey.

Character Limit: 1000

Other (Summer)

If there are other program outcomes that you measure as part of your evaluation strategy, please feel free to include additional information here.

Character Limit: 1000

Academic Year 2023-24 Application Questions

ACADEMIC YEAR PROGRAM DETAIL

About expanded learning program(s) the LEA intends to fund (AY)

In two to three sentences, please describe the expanded learning program(s) the LEA intends to fund with support from SJ Learns. Items that follow will provide space for additional detail related to specific program goals.

Character Limit: 500

Additional detail: focus on closing achievement gaps (AY)

Please provide additional detail about how program(s) will fit in with the LEA's overall vision for academic achievement and help close achievement gaps?

Character Limit: 1000

Additional detail: focus on whole child learning (AY)

Please provide additional detail about how program(s) will focus on whole child learning.

SJ Learns Grantees take a whole child approach to education, ensuring San Jose students are healthy, safe, engaged, supported, and challenged. More information is available at [The Whole Child](#).

Character Limit: 1000

Additional detail: focus on collaboration (AY)

Please describe how the program(s) will leverage partnerships to support participants.

SJ Learns Grantees partner with city agencies, community-based organizations, businesses, and other entities to improve student outcomes.

Character Limit: 1000

Additional detail: focus on family engagement (AY)

Please describe how the program(s) will engage families.

SJ Learns Grantees encourage trusting relationships between staff and parents, create a sense of community within programs, build parents' capacity to help improve student outcomes, and empower parents to be active decision makers and lifelong advocates on behalf of their children.

Character Limit: 1000

Additional detail: focus on continuous quality improvement (AY)

Please provide additional detail about how the program(s) will align with the quality standards. Include information about the evaluation method(s) you will use to rigorously monitor and measure changes in program quality.

SJ Learns Grantees are committed to program improvement and ensure programs are aligned to the Quality Standards for Expanded Learning in California.

Character Limit: 1000

Total number of San Jose students to be served (AY)

Character Limit: 4

Does the AY program (or programs) focus on student achievement in:

Choices

Math

ELA

ELA and Math

Provide for each participating school site (AY)

For each participating school site, please provide the school name, grade levels served, % of students who qualify for FRPM, % of students not meeting grade-level standard for ELA (specify assessment), % of students not meeting grade-level standard for Math (specify assessment).

Example: Mystery School: serves grades TK-5, 50% of students qualify for FRPM, 50% of students are below grade level in ELA (MAP Assessment), and 50% of students are below grade level in Math (Smarter Balanced Interim Assessment)

Character Limit: 5000

About programs serving entry-level students (TK and K; AY)

If the program serves (or programs serve) entry-level students (TK and K), please explain how the LEA determines whether students are at risk of performing below grade-level standard.

Character Limit: 3000

AY Assessment(s)

All participating sites must use an assessment to monitor growth over time for all grade levels served - and assessment data must be stored within DataZone. Please identify the

assessment(s) you will use.

Character Limit: 1000

MEASURABLE OUTCOMES (AY)

Academic growth (AY)

Referencing the assessment(s) you will use to measure academic growth, please specify the academic-focused outcomes the program(s) will aim to achieve. Please note that any relevant academic data should be housed within DataZone.

Example: 75% of participating students will increase their literacy and math skills by one or two levels, as measured by the F&P Benchmark Assessments.

Character Limit: 1000

Program attendance (AY)

Please specify the attendance-focused outcomes the program(s) will aim to achieve.

Example: Participating students will have 85% daily attendance

Character Limit: 1000

Quality standards (AY)

Referencing 1-2 of the Quality Standards and aligned evaluation strategies, please specify the program quality-focused outcomes the program(s) will aim to achieve.

Example: 90% of caregivers of participating students will report that they learned techniques to help their child at home; and feel more connected to their child's school, as measured by a parent retrospective survey.

Character Limit: 1000

Other (AY)

If there are other program outcomes that you measure as part of your evaluation strategy, please feel free to include additional information here.

Character Limit: 1000

Key Documents

Program Budget Form*

Please download our template [HERE](#).

Upload with File Name:

SJL Budget Form_2023_LEA Abbreviation

Example Budgets:

Example 1

Example 2

File Size Limit: 2 MB

Partner(s) Letter(s) of Agreement

Please include copies of Letter(s) of Agreement with any partner organization(s). If submitting multiple letters for multiple partners, please combine in a single PDF.

Upload with File Name:

SJL Partner LOA_2023_LEA Abbreviation

File Size Limit: 2 MB

School Site(s) Letter(s) of Agreement*

Please include copies of Letter(s) of Agreement with school site leadership at any participating site(s). If submitting multiple letters for multiple sites, please combine in a single PDF.

Upload with File Name:

SJL School Site LOA_2023_LEA Abbreviation

File Size Limit: 5 MB

Grant Agreement Fields

This section is internal only on this application but this section's data is merged on the grant agreement, once it is assigned to the applicant.

Program Summary

Character Limit: 2000

AA Outcome(s)

Academic Achievement

Character Limit: 2000

PA Outcome(s)

Program Attendance

Character Limit: 2000

QS Outcome(s)

Quality Standards

Character Limit: 2000

Other Outcome(s)

Character Limit: 2000

Participating School Sites in AY

Character Limit: 200

Academic Focus during AY

Character Limit: 20

Total Number of San Jose Students to be served during AY

Character Limit: 4

AY Program Budget Form

Character Limit: 50 | File Size Limit: 5 MB

Requested AY Budget Amount

Funds requested to run AY 2023-2024

Character Limit: 20