



To: GRPA Summer Year 3 Boost Contract Applicants
Mary Windham
From: GRPA BOOST
Date: March 4, 2024

Agency: **DeKalb County**

Contract Award: 85,000

Email Address: mwindham@dekalbcountyga.gov
coellis@dekalbcountyga.gov

Director Email:

Subject: Summer Yr. 3 (SE.YR 3) BOOST Contract Award Notification

**Please send a brief acknowledgement of receipt of this email and acceptance of Contract Award to GRPA@GRPA.ORG and ADMIN@GRPA.ORG . This will help us ensure the information has been received and your intent.*

Dear GRPA BOOST Applicant- Summer Yr. 3,

We received numerous applications for GRPA Building Opportunities in Out-of-School Time (BOOST) Summer Program, which seeks to leverage out-of-school time and whole child supports to address learning loss in Georgia. As the primary subgrantee with the Georgia Department of Education (GaDOE), the Georgia Recreation and Park (GRPA) is pleased to inform you that your organization has been selected to receive a contract to assist in operating a comprehensive Summer Programming in your community. GRPA appreciates you taking the time to submit a contract application for consideration. GRPA received requests for \$3,675,043.00 and our available funds were \$1, 825,000.00. The Agencies overall requested amounts had to be reduced by over 1.8 million dollars. **Your approved contract amount for Year 3, Summer May 2024- July 2024 can be found above.** Due to the requested funds needed versus available funds **all Contract Amounts** are different than your Requests.

Congratulations, as this was a highly competitive contractor selection process, and we celebrate with you your success. Please **submit a revised budget** for Summer 2024 on the GRPA Budget / Reimbursement Form ([BOOST Budget Projection/Reimbursement EXAMPLE](#)). We had 36 agencies submit applications for Summer Contracts. With GRPA's overall mission to serve as many communities and participants as possible through the available funding provided, cuts had to be made. The BOOST funding recommendations are based on your application's overall percentile score in comparison to all other applicants on each required element of the application, the [BOOST Funding Matrix](#) , FRPL percentages and your organization's dosage of programming, number of children served, past funds requested vs utilized funds and agency reporting. Each application was fully read and scored by qualified evaluators.

All funded organizations must be prepared to comply with all [GaDOE Conflict of Interest](#) -, [Program Assurances/Memorandum of Understanding](#) and all other requirements and expectations set forth in writing by GRPA.

In addition, **before accepting a BOOST contract**, organizations should self-assess and affirm their capacity to:

- Carry out their programming within available financial resources,

- **Note: Your contract amount is less than you requested** - consider carefully if the awarded funds are sufficient to operate programming. GRPA will work with you to adjust your original submitted budget as requested.
- **Attend a mandatory reimbursement/reporting meeting**, date to be forthcoming.
- Attend and engage in other required training and technical support with GRPA and/or the Georgia Statewide Afterschool Network (GSAN)/METIS.
- Collect any required data and outcome measures as described in the RFP/MOU,
- Participate in program evaluation efforts,
- Utilize a minimum 3 months of working capital, if necessary, to begin programming while trainings are conducted and budgets finalized and reviewed (GRPA, based on information made available by GSAN and GaDOE anticipates processing reimbursements monthly thereafter).

If you are unsure of your organization's ability to meet the requirements of the BOOST program, if you have questions regarding the requirements, or if you wish to decline your Contract Award, please contact ADMIN@GRPA.ORG as soon as possible. Your formal Contract/Memorandum of Understanding (MOU) with GRPA will be your written acceptance of this contract GRPA BOOST award.

Next Steps:

As 1 of 36 organizations funded in the GRPA BOOST Summer Program (SEYR3), you will be expected to actively engage in the intake and orientation process. **Below are 5 important steps to take as implementation begins** [new forms required of all agencies since we are in a new calendar year]:

1. Complete the [GaDOE Conflict of Interest Policy, Program Assurances/Memorandum of Understanding](#) (MOU) and return by **May 21, 2024**. We recommend a senior member of management complete this form. The deadline is the third week of May so you should be able to get to Council/Commission by the deadline. If you have issues with this deadline please email us and keep us posted.
2. You must also submit a current [W-9](#) dated within the 2024. Send these documents to ADMIN@GRPA.ORG with the subject line "W-9 Forms" - NO LATER THAN FRIDAY, **May 21, 2024**.
3. Submit a revised budget for Summer 2024 on the GRPA Budget / Reimbursement Form ([BOOST Budget Projection/Reimbursement EXAMPLE](#)) by **May 21th, 2024**.
4. Spread the good news within your own networks! GRPA's press release will be issued when all documents have been received. Contact us if you would like us to provide a quote or statement specific to your organization.
5. **Stay tuned!** In the coming weeks you will receive additional information regarding Reimbursement Process, reporting, grantee networking opportunities, and a virtual orientation session that will cover program requirements and eligible expenses, technical assistance, data collection, and program sustainability. **This will be a mandatory meeting.**

To recap, immediate date to remember:

- * Submit to GRPA any initial questions or concerns regarding your grant award.
- * Complete and submit to GRPA your [W-9](#), [Program Assurance/MOU Form](#) and the [GaDOE Conflict of Interest Form](#) by **May 21, 2024** to: grpa@grpa.org and admin@grpa.org

Your Summer Learning Program is critical to the long-term recovery and support of Georgia's children and families, as well as in addressing learning loss. We look forward to being a partner to you in the work to come!

Sincerely,

GRPA

Steve Card

Steve Card

GRPA Executive Director

Craig Sowell

Craig Sowell

GRPA Grant Administrator