

**American Rescue Plan (ARP)
ESSER III
Summer School
Competitive Grants
Grant Writing Webinar**



WISCONSIN DEPARTMENT OF
Public Instruction
Jill K. Underly, PhD, State Superintendent

Agenda

- Welcome
- Grant Guidelines and Rubric
- Suggested timeline
- Before you start writing your grant
- Grant application sections
- Applying through the portal
- Application review process
- Grant writing resources
- Summer School Grant resources



Suggested Timeline

Step	Timeline	Who
Gather Data	Complete by January 27, 2023	Agency and partners collaborative
Analyze Data for Root Causes	Week of January 30, 2023	Agency and partners collaborative
Identify all Priority Areas and Activities for this Project	Week of January 30, 2023	Agency and partners collaborative
Identify the Grant Writing Team	Week of January 30, 2023	Agency
Write the Application	Week of February 6, 2023	Primary grant writers
Submit the Application	February 13-February 17, 2023	Primary grant writers

Grant Materials and Resources



Grant Guidelines and Rubric



WISCONSIN DEPARTMENT OF
Public Instruction

**ESSER III
Summer School Programs**

- [Review the Grant Guidelines Document](#)
- [Link to Summer Grant Rubric](#)

Grant Application

- Application must be submitted via the [online portal](#) by 4:00 PM on 02/17/2023
- A PDF copy of the application is available [here](#).



WISCONSIN DEPARTMENT OF
Public Instruction

ESSER III Summer School Programs

This grant is funded through the American Rescue Plan (ARP) Act of 2021. The purpose of this competitive grant funding is to address the academic, social, emotional and mental health needs of students most severely impacted by the COVID-19 pandemic through high quality and evidence-based summer learning programs. Applicants are required to identify the students most severely impacted by the COVID-19 pandemic and develop summer programs to address the target group(s).

Application Due: February 17, 2023, 4:00 pm CST

Grant Guidelines are available at

https://dpi.wi.gov/sites/default/files/imce/forms/pdf/ESSER_III_Summer_grant_guidelines.pdf.

Before Starting Your Application

You will need:

- contact information for your school administrator, project coordinator for this grant, and your business office.
- A project narrative
- An action plan for that includes: timeline, evidence of completions, and personnel responsible
- Project budget narrative

Prepping your application in advance is advised. A Microsoft Word document of the application is available for that purpose.

Additional Documents and Uploads

- Signature pages will need to be downloaded, signed and uploaded into the portal
- If applying as a consortium, complete the Consortium signature page and upload with the other signature pages
- Submit Letters of Commitment with the application via the upload function.



Grant Application Sections

- I. General Information and Contacts
- III. Project Narrative
- IV. Federal General Assurances
- V. Program Specific Assurances
- VI. Certification Signature
- VII. Certification Regarding Lobbying
- VIII. Readiness
- IX. Plan
- X. Do (Action Plan)
- XI. Study/Check
- XII. ACT:Coordination
- XIII. Budget Narrative



I. General Information


This section is not scored, however, it must be completed. Be sure to:

- Include contact information for Project Contact, Agency Administrator and Fiscal Contact
- Identify your eligibility status
 - LEAs eligible for Sparsity Aid
 - LEAs not eligible for Sparsity Aid
- If applying as a consortium, you must complete and submit the [consortium addendum](#)
- Include the number of sites that will be served with this proposal
 - Names of sites to be served.
- Using the Tiers of Funding table, include the requested amount of funding.

III Project Narrative

III. Project Narrative:

Provide a narrative of the proposal describing the scope and projected outcomes of your project. Include the targeted population(s), the key needs, and what the project ultimately seeks to implement. Also include how you plan to implement this project across your agency.



Assurances and Signatures

IV. Federal General Assurances

V. Program Specific Assurances

The federal funding authorization for ESSER III summer program grant funds requires that instructional practices and programs be evidence-based in accordance with the Every Student Succeeds Act. See DPI's [Evidence-Based Improvement Strategies \(EBIS\) resource guide](#) and DPI's resources for [evidence-based summer learning programs](#).

VI. [Certification Signature](#)

VII. Certification Regarding Lobbying

VIII. Readiness



- **Who are the stakeholders identified for this grant project and what are the roles of these stakeholder groups in the implementation of the grant project?**
- **What input did the stakeholders above provide that informed this grant project?**
- **How will stakeholders continue to provide input if the grant project is funded?**

IX. Plan

- **Demonstration of Need**

- Identify the overall specific need(s) for the target population(s) to be addressed by the grant project. Include the supporting data that is being used to determine the need(s). Include data indicators such as rates of absenteeism, data supporting rates of student engagement and social and emotional well-being.
- What is the likely root cause(s) contributing to the need(s) to be addressed by this grant project?
- Define your Priority Areas to address the root cause of the needs. What is your approach to address one or more of the root causes for this grant project and how does this grant project fit into this approach?



X. Do (Action Plan)



- **This action plan must address:**
 - 1. Academic impacts of the COVID-19 pandemic on the target population
 - 2. The social, emotional and mental health impacts of the COVID19 pandemic on the target population.
- **The Action plan is scored in these areas:**
 - 1. Action Plan Priority Areas and SMART Goals
 - 2. Action plans, action steps, evidence-based framework elements, timeline, evidence and personnel and personnel sections.
 - 3a. What barriers exist in your community that may prevent students, families, and caregivers in need of summer programming from accessing or participating in ESSER III funded summer program activities included in your plan?
 - 3b. What steps are you or will you be taking to address these barriers and ensure access to participation in the summer programming?

X. Do (Action Plan)

→ The Action Plan Consists of:

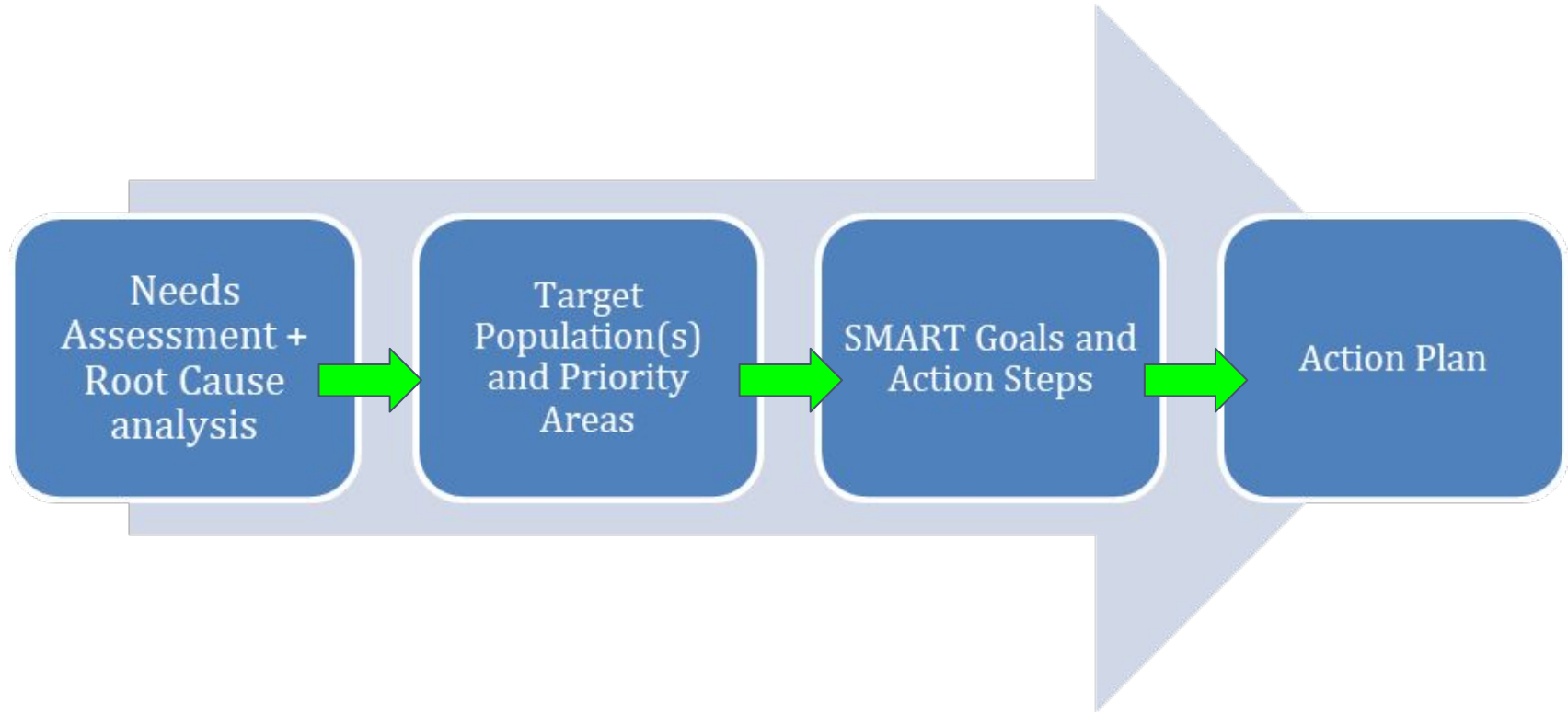
- ◆ SMART Goal to address Priority Area
- ◆ Priority Area and Supporting Data
- ◆ Evidence-based Afterschool Framework Elements
- ◆ Action Step
- ◆ Timeline/Completion Data
- ◆ Evidence of Completion
- ◆ Personnel Responsible
- ◆ Barriers to participation

Examples of SMART Goals and Actions Steps can be found at

<https://dpi.wi.gov/sites/default/files/imce/forms/pdf/f00604Ex.pdf>.



Action Planning



XI. Study/Check

- **1a:** What is the process used to collect data to determine progress toward Action Plan SMART goals?
- **1b:** Should the data indicate a need for change, what is the process for changing or making improvements to the action steps?
- **1c:** What is the process to share evaluation results with the public?



XII. ACT Coordination

- **1a:** How will this project align with existing or available initiatives or programs to address the priorities identified in the Action Plan?
- **1b.** What are the protocols for ongoing communication about the grant project with internal and external stakeholders? Describe the procedure for communicating the grant project within and across the system.



XIII. Budget Narrative



XIII. Budget Narrative

- **How will grant funds be used to address the identified SMART goals during the grant cycle?**
 - A well written narrative will include:
 - Number of sites funds will support, including whether these are new sites or existing sites.
 - Number of students applicant expects to serve.
 - Costs associated with transportation, staffing, training, curriculum, and materials, supplies and other items that are necessary to implement the action plan.



Application Submission and Using the Portal



Portal Submission Details

General Information

Agency Information

Applicant Agency	<input type="text"/>
Street Address	<input type="text"/>
City	<input type="text"/>
Zip	<input type="text"/>

Eligibility Type

Public School District/Local Education Agency eligible for [Sparsity Aid](#)

Public School District/Local Education Agency not eligible for [Sparsity Aid](#)

- Applications must be submitted via the grant [application portal](#)
- Use a Chrome browser for best results

Application Review Process



External Review

```
graph LR; A[Assigned to Reviewers] --> B[Reviewers Submit Scores]; B --> C[Average Score Calculated];
```

Assigned to
Reviewers

Reviewers
Submit
Scores

Average
Score
Calculated

Internal Review

Applications Sorted by
Eligibility

Applications
ranked by
Average
Score

Awarding of
funds:
Highest to
lowest (3.0)
in each
round

Internal
audit

Where do I start? Writing an Effective Grant Application



Grant Writing Resources

Planning and Writing a Grant Proposal: The Basics

Be a Standout: 10 Tips for Writing Grant Proposals that Get Funded

Show me the Money: Tips and Resources for Successful Grant Writing



Grant Writing Resources

Wisconsin Afterschool Network (WAN)



Marshfield Clinic Health System



Navigating the ESSER III Grant Process Supports

The Wisconsin Afterschool Network (WAN) is pleased to provide resources and technical assistance to help school districts and community based organizations prepare ESSER III grants.

Services provided by WAN

1. Pre-Recorded Technical Assistance:
 - **Conducting a COVID Learning Loss and SEL/Mental Health OST Needs Assessment** Presented by Dr. Lindsay Bernhagen
 - **Meeting EBIS Requirements/Four ESSA Evidence-Based Levels** Presented by American Institutes for Research (AIR)
 - **Creating and Evaluating SMART Goals** Presented by Dr. Cathy Scheder
2. References and Resources posted on the WAN website at www.wiafterschoolnetwork.org
3. For 1:1 TA office hours email wisconsinafterschoolnetwork@marshfieldclinic.org

The **Wisconsin Afterschool Network (WAN)**, an experienced leader in out-of-school time (OST) is available to provide **no cost guidance and technical assistance** as you write your competitive ESSER III and/or 21st Century Community Learning Center proposals. **WAN** will offer quality technical assistance (TA) in areas such as; developing a needs assessment, meeting evidence-based requirements, developing collaborative SMART goals, tools to enhance partnerships, project-based learning, STEM, Social-Emotional Learning and collection of FERPA compliant data that documents your success and influences program quality.

Please visit our YouTube channel to view our Grant Writing video playlist:

<https://www.youtube.com/@wisconsinafterschoolnetwork6431/playlists>

Our consultants are also available to provide individualized technical assistance:

Lindsay Bernhagen	Stan Kocos	Cathy Scheder
Jan 27 from 12:00 - 3:00	Jan 19 from 8:00 - 2:00	Jan 13 from 8:00 - 9:00
Feb 3 from 12:00 - 3:00	Jan 24-26 from 8:00 - 10:00	Jan 20 from 8:00 - 9:00
Feb 10 from 10:00 - 1:00	Jan 30-Feb 2 from 8:00 - 10:00	Jan 25 from 8:00 - 9:00
	Feb 8 - 9 from 8:00 - 10:00	Jan 27 from 8:00 - 9:00
	Feb 13-16 from 8:00-10:00	Feb 3 from 8:00 - 9:00
		Feb 8 from 8:00 - 9:00
To meet with Dr. Bernhagen during the times above use this link or email with questions.	Please send an e-mail request to advancenposolutions.com or call (920) 360-4551 to schedule a phone or virtual meeting.	To meet with Dr. Scheder during the times above use this link or email with questions.

General Tips and Tricks

- ★ Align your proposal to the grant purpose
- ★ Do prep work prior to writing your proposal
- ★ Follow directions and answer all questions
- ★ Proofread your application
- ★ Authentically engage your partners
- ★ Develop a plan that aligns with your identified needs, priorities and target populations
- ★ Give yourself plenty of time

ESSER III Summer School Grant Resources

ESSER III Summer School Grant Application [portal](#) and [word doc](#)

ESSER III Summer School [Grant Guidelines](#)

[ESSER III Summer School Grant Rubric](#)

ESSER III Summer School FAQ - Coming Soon

[EBIS for SEL and Behavior](#)

Grant Writing Technical Assistance Video - Coming Soon

Questions

Thank you and please reach out with any questions that you may have!

Application is due in the portal by 4pm on February 17, 2023

essergrants@dpi.wi.gov

