



## GEORGIA STATEWIDE AFTERSCHOOL NETWORK

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***Please send a brief acknowledgement of receipt of this email to [boost@georgiavoices.org](mailto:boost@georgiavoices.org). This will help us ensure the information has been received.***

Dear BOOST Grants Program Applicant,

We received over 200 applications for The Building Opportunities in Out-of-School Time (BOOST) Grants Program, which seeks to leverage out-of-school time and whole child supports to address learning loss in Georgia. **As the program administrator, the Georgia Statewide Afterschool Network (GSAN) is pleased to inform you that the Georgia Department of Education (GaDOE) has approved a grant award for your afterschool and/or summer program. Congratulations!** This was a highly competitive grant, and we celebrate with you on your success. Your approved grant amount for Year 1 can be found online using the [Grantee Award List](#).

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 and also considered your organization's dosage of programming. Each application was fully read and scored by 5 qualified readers. More information on this process can be found in the Application Scoring & Rubric section of the [BOOST FAQ document](#) and the [BOOST Grants Request for Proposals](#) on the GSAN website.

All funded organizations must be prepared to comply with all [GaDOE Conflict of Interest and Disclosure Policies](#), all [GaDOE Program Specific Assurances](#), and all requirements and expectations of the [BOOST Grants Request for Proposals](#). In addition, before accepting BOOST funding, organizations should self-assess and affirm their capacity to:

- carry out their programming within available financial resources,
  - *Note: Your grant award may be less than you requested – consider carefully if the awarded funds are sufficient to operate programming. GSAN will work with you to adjust any service projections accordingly.*
- attend and engage in required training and technical support with GSAN,
- collect any required data and outcome measures as described in the RFP,
- participate in any reasonable program evaluation efforts,
- utilize 3 months of working capital, if necessary, to begin programming while trainings are conducted and budgets finalized and reviewed (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 grant award, please contact GSAN at [boost@georgiavoices.org](mailto:boost@georgiavoices.org) as soon as possible. **Please submit any questions or concerns related to grant acceptance by Friday, October 8. Your formal contract (forthcoming) with GaDOE will be your written acceptance of this grant award.**

### **Next Steps**

As 1 of 104 organizations funded in the BOOST program, you will be expected to actively engage in the intake and orientation process. Below are 3 important steps to take as implementation begins:

1. **Complete the brief, online [BOOST Grantee Intake Form](#).** We recommend a senior member of management complete this form.
2. ***If you are NOT already a registered vendor for the State of Georgia,*** complete the [Supplier Management Form](#) as soon as possible. You must also submit a **current W-9** dated within the past 12 months. Send these documents to [boost@georgiavoices.org](mailto:boost@georgiavoices.org) with the subject line "Vendor Forms" **NO LATER THAN FRIDAY, OCTOBER 15.** On the Supplier Management Form:
  - a. Do not complete Section 1; only complete Sections 2-6.
  - b. In Section 2, the driver's license number and state are optional fields.
  - c. In Section 2, the contact email should be that of the chief executive.
  - d. You do not have to include a voided check; however, if you do, the process will likely be faster.
3. Spread the good news within your own networks! GaDOE's press release should be issued on September 30, 2021 and GSAN will also begin public messaging on the same day. **GSAN will provide a small media kit early next week to support your communication efforts, including social media templates, boilerplates, and suggested images.** In the meantime, GSAN is happy to support your efforts! Contact us if you'd like us to provide a quote or statement specific to your organization.
4. **Stay tuned!** In the coming weeks you will receive additional information regarding a readiness assessment, grantee networking opportunities, and virtual orientation sessions that will cover program requirements and eligible expenses, vendor status and collaborations with LEAs, training and technical assistance, data collection, and program sustainability. We hope to provide these dates by October 8 and complete all orientation sessions by the end of November. *We will also support you in signing your formal contract with GaDOE, which we anticipate will be issued by October 15.*

To recap, there are two immediate dates to remember:

- Submit to GSAN any initial questions or concerns regarding your grant award by **October 8.**
- Complete and submit to GSAN your W-9 and GaDOE Supplier Management Form by **October 15.**

Your afterschool and/or 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,

A handwritten signature in black ink that reads "Katie Landes". The signature is written in a cursive, flowing style.

Katie Landes  
Director, GSAN