

Funding Opportunity

Applications Due: **Friday, October 28, 2022, by 11:59 pm**

Information Webinar: **Tuesday, October 4, 2022, at 3 pm**

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| Menstrual Hygiene Products Accessibility Grant Program  Pursuant to C.R.S. 22-2-147 |

EDAC stamp

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**Menstrual Hygiene Products Accessibility Grant Program**

**Applications Due: Friday, October 28, 2022, by 11:59 pm**

# Program Purpose

SB 21-255 “Free Menstrual Hygiene Products to Students” was signed into law on July 6, 2021. The law created the Menstrual Hygiene Products Accessibility Grant Program to provide menstrual hygiene products at no expense to students and make products accessible to a student regardless of the student’s gender identity.

# Eligible Applicants

Eligible applicants for this program are:

* A Local Education Provider (LEP) that has 50% or more students enrolled who are eligible for free or reduced-cost lunch. See **Appendix A** for an eligibility decision tree and **Appendix B** for a list of eligible LEPs.
* The Colorado School for the Deaf and Blind.
* An approved facility school, as defined in section 22-2-402(1) C.R.S.

An eligible LEP is:

* A School District
  + Individual non-charter schools may not submit a standalone application apart from the district.
* A Charter School authorized by a School District - must have district approval
* A Charter School authorized by the Charter School Institute (CSI) - must have CSI approval
* A Board of Cooperative Services (BOCES)

**Note:** Applications must be authorized and submitted through the LEP. A charter school’s authorizer will be the fiscal agent, if funded.

Available grant funding will be distributed to eligible Education Providers, based on the amount of funding requested and the number of applications received. In the event that funding requests exceed the amount of funding available, first-time program participants will be prioritized.

# Available Funds and Duration of Grant

Approximately $100,000 is available for the 2022-2023 school year. Grants will be awarded for a one-year term beginning in the 2022-2023 fiscal year. Additional grant funding for subsequent years will be contingent upon annual appropriations by the State Legislature and upon grantees meeting all grant, fiscal and reporting requirements. Funded applicants for the 2022-2023 school year are not guaranteed any additional funding beyond the 2022-2023 year at this time. Funds must be expended by **June 30, 2023**.

Awards will likely range from $1,000 to $5,000, based on the amount of funding requested and the number of applications received. In the event that funding requests exceed the amount of funding available, first-time program participants will be prioritized.

# Allowable Use of Funds

Eligible applicants may apply to receive funds to:

* Acquire and distribute menstrual hygiene products (tampons, menstrual pads, and pantiliners) at no expense to students; and/or
* Install and maintain a dispensing machine and/or disposal receptacle for menstrual hygiene products.

# Evaluation and Reporting

Each Education Provider that receives a grant through the Menstrual Hygiene Products Accessibility Grant Program is required to report, at a minimum, the following information to the Department on or before **September 29, 2023**:

* The amount of money spent on the acquisition and distribution of menstrual hygiene products; and
* The amount of money spent on the installation and maintenance of a dispensing machine or disposal receptacle for menstrual hygiene products.

See **Appendix C** for the End-of-Year Evaluation and Reporting.

Information reported to CDE in relation to grant activities is not confidential and is subject to public request. Grantees should ensure reported information does not contain any Personally Identifiable Information (PII) or confidential information.

# Data Privacy

CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. PII will not be collected through the Menstrual Hygiene Products Accessibility Grant Program. All program evaluation data will be collected in the aggregate and will be used, shared, and stored in compliance with CDE’s privacy and security policies and procedures.

**Note:** Documents submitted must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under n=16 for students or n=5 for educators.

Information reported to CDE in relation to grant activities is not confidential and is subject to public request. Grantees should ensure reported information does not contain Personally Identifiable Information (PII) or confidential information.

# Application Assistance

An application information webinar will be held on **Tuesday, October 4, 2022**, at **3 pm**. [Register for the webinar](https://us02web.zoom.us/meeting/register/tZUsd-yhqDIsGdzzLK3k9D5akemOOZI2yp_N).

# Review Process and Timeline

Applications will be reviewed by CDE staff to ensure they contain all required components. Applicants will be notified of final award status no later than **Friday, November 18, 2022, at 11:59 pm.**

Available grant funding will be distributed to eligible Education Providers, based on the amount of funding requested and the number of applications received. In the event that funding requests exceed the amount of funding available, first-time program participants will be prioritized.

# Submission Process and Deadline

Information must be completed (including all elements outlined below) and submitted through the [**online application form**](https://app.smartsheet.com/b/form/f9f525c36b5e4440b60903c8cd2781dd) by **Friday, October 28, 2022, at 11:59 pm.** The Program Assurances Form must also be uploaded to the online application form at the time of submission.

# **Required Elements**

The Menstrual Hygiene Products Accessibility Grant [**online application form**](https://app.smartsheet.com/b/form/f9f525c36b5e4440b60903c8cd2781dd)includes the following elements, all of which must be completed. Successful applicants will submit a detailed budget once funding amounts are determined.

**Part I: Applicant Information**

**Part II: Application Request**

**Part III: Program Assurances Form**

Upload the Program Assurances Form (PDF or Word file) within the [**online application form**](https://app.smartsheet.com/b/form/f9f525c36b5e4440b60903c8cd2781dd). Funding will not be awarded until all signatures are in place. Applications may be submitted without signatures; however, please attempt to obtain all signatures before submitting the application.

**Menstrual Hygiene Products Accessibility Grant Program**

**Applications Due: Friday, October 28, 2022, by 11:59 pm**

**\*\*Please provide the following within the** [**online application form**](https://app.smartsheet.com/b/form/f9f525c36b5e4440b60903c8cd2781dd)**\*\***

The online application form does not save works in progress, so applicants may find it useful to complete the application in the tables below and paste the responses into the form.

# Part I: Applicant Information

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Lead Local Education Provider (LEP)/BOCES Information** | | | | | | |
| **LEP/BOCES Name:** | |  | | | **LEP/BOCES Code:** |  |
| **Mailing Address:** | |  | | | | |
| **Type of Education Provider**  [check box below that best describes your organization or authorizer] | | | | | | |
| ☐ School District ☐ BOCES ☐ Charter School Institute ☐ Facility School ☐ CSDB | | | | | | |
| **Region**  [indicate region of Colorado this program will directly impact] | | | | | | |
| ☐ Metro ☐ Pikes Peak ☐ North Central ☐ Northwest  ☐ West Central ☐ Southwest ☐ Southeast ☐ Northeast | | | | | | |
| Authorized Representative Information | | | | | | |
| **Name:** |  | | **Title:** |  | | |
| **Telephone:** |  | | **E-mail:** |  | | |
| **Program Contact Information** | | | | | | |
| **Name:** |  | | **Title:** |  | | |
| **Telephone:** |  | | **E-mail:** |  | | |
| **Fiscal Manager Information** | | | | | | |
| **Name:** |  | | | | | |
| **Telephone:** |  | | **E-mail:** |  | | |

# Part II: Application Request

Applicants will complete the following questions in the [**online application form**](https://app.smartsheet.com/b/form/f9f525c36b5e4440b60903c8cd2781dd).

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Indicate the number of schools anticipated to be served with these funds: | | |  |
| 1. Indicate the number of students enrolled in the district/BOCES/Charter/Facility School/Colorado School for the Deaf and Blind: | | |  |
| 1. Indicate the number of restrooms, including gender-neutral, on the property (for all participating schools): | | |  |
| 1. Indicate which activities are you requesting funds for (select all that apply): | ☐ Acquiring and distributing menstrual hygiene products at no expense to students.  ☐ Installation and maintenance of a dispensing machine(s).  ☐ Installation and maintenance of a disposal receptacle(s) for menstrual hygiene products. | | |
| 1. Indicate the amount of funding you are requesting. Please select from the following three options: | | ☐ $1,000 ☐ $2,500 ☐ $5,000 | |
| 1. Did the district/charter school/BOCES/Facility School/CSDB receive funding from the Menstrual Hygiene Products Accessibility Program in FY21-22 (last school year)? | | | ☐ Yes  ☐ No |

# Part III: Program Assurances Form

The appropriate Authorized Representatives must sign below to indicate their approval of the contents of the application for the **Menstrual Hygiene Products Accessibility Grant**, and the receipt of program funds.

|  |  |  |  |
| --- | --- | --- | --- |
| On | (date) | , 2022, the Board of | (district/BOCES/CSI) |

hereby agrees to the following assurances:

Further, the recipient school certifies that it understands all the rules and regulations associated with the receipt of **Menstrual Hygiene Products Accessibility Grant**, including those not specifically enumerated in the program assurances, and will take action to comply with all such requirements.

1. The recipient will provide the Colorado Department of Education the evaluation information required in the End-of-Year Report by September 29, 2023 (see **Appendix** **C**).
2. The recipient will work with and provide requested data to CDE for the Menstrual Hygiene Products Accessibility Grant within the timeframes specified.
3. The recipient will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
4. Funds will be used to supplement and not supplant any funds currently being used to provide educational services and funds will be administered by the appropriate fiscal agent.
5. Recipients will maintain appropriate fiscal and program records and that fiscal audits of this funding will be conducted by the school as a part of their regular audits.
6. If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
7. The recipient will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.

The Colorado Department of Education may terminate a grant award upon thirty days’ notice if it is deemed by CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.

Project modifications and changes in the approved budget must be requested in writing and be approved in writing by the CDE before modifications are made to the expenditures. Contact Anna Friedman ([Friedman\_A@cde.state.co.us](mailto:Friedman_A@cde.state.co.us) | 720-778-1877) and Jacklyn Thompson ([Thompson\_J@cde.state.co.us](mailto:Thompson_J@cde.state.co.us)) for any modifications.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Name of Organization Board President |  | Signature |  | Date |
|  |  |  |  |  |
| Name of Organization Authorized Representative |  | Signature |  | Date |
|  |  |  |  |  |
| Name of LEP Program Contact |  | Signature |  | Date |

**Note:** Upload the Program Assurances Form within the [**online application form**](https://app.smartsheet.com/b/form/f9f525c36b5e4440b60903c8cd2781dd). Funding will not be awarded until all signatures are in place. Applications may be submitted without signatures; however, please attempt to obtain all signatures before submitting the application.

# Appendix A: Eligibility Decision Tree

Not eligible

Is the entity’s Free and Reduced Lunch Rate (FRL) 50% or higher for the 2021-2022 school year. See **Appendix B** for eligibility list.

**Are you applying on behalf of a Colorado School District, authorized Charter School, BOCES, CSDB, or Facility School?**

**(Note: Individual non-charter schools must apply with their district.)**

Eligible

Not eligible

# Appendix B: Eligible Local Education Providers

List of eligible Local Education Providers – Districts and Charter Schools that meet requirements, per available 2021-2022 data reported to CDE.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Eligible School Districts** | | | | |
| 0030 | Adams County 14 |  | 0290 | Las Animas RE-1 |
| 0180 | Adams-Arapahoe 28J |  | 2070 | Mancos Re-6 |
| 0960 | Agate 300 |  | 2535 | Manzanola 3J |
| 1620 | Aguilar Reorganized 6 |  | 2800 | Moffat 2 |
| 0100 | Alamosa RE-11J |  | 2180 | Montrose County RE-1J |
| 1490 | Bethune R-5 |  | 2740 | Monte Vista C-8 |
| 1500 | Burlington RE-6J |  | 2035 | Montezuma-Cortez RE-1 |
| 0640 | Centennial R-1 |  | 2790 | Mountain Valley RE 1 |
| 2810 | Center 26 JT |  | 0550 | North Conejos RE-1J |
| 9000 | Colorado School for the Deaf and Blind |  | 3050 | Otis R-3 |
| 1010 | Colorado Springs 11 |  | 0240 | Pritchett RE-3 |
| 1160 | Cotopaxi RE-3 |  | 2690 | Pueblo City 60 |
| 0770 | Crowley County RE-1-J |  | 2530 | Rocky Ford R-2 |
| 0880 | Denver County 1 |  | 0560 | Sanford 6J |
| 2520 | East Otero R-1 |  | 0110 | Sangre De Cristo Re-22J |
| 0120 | Englewood 1 |  | 0123 | Sheridan 2 |
| 2540 | Fowler R-4J |  | 0740 | Sierra Grande R-30 |
| 1220 | Garfield 16 |  | 2820 | Silverton 1 |
| 2650 | Granada RE-1 |  | 0580 | South Conejos RE-10 |
| 3120 | Greeley 6 |  | 0250 | Springfield RE-4 |
| 1070 | Hanover 28 |  | 1580 | Trinidad 1 |
| 0980 | Harrison 2 |  | 1828 | Valley RE-1 |
| 2670 | Holly RE-3 |  | 0260 | Vilas RE-5 |
| 2620 | Holyoke Re-1J |  | 0230 | Walsh RE-1 |
| 1390 | Huerfano Re-1 |  | 3140 | Weld Re-8 Schools |
| 3220 | Idalia RJ-3 |  | 2190 | West End RE-2 |
| 1810 | Karval RE-23 |  | 0070 | Westminster Public Schools |
| 1510 | Lake County R-1 |  | 3210 | Wray RD-2 |
| 2660 | Lamar Re-2 |  | 3200 | Yuma 1 |
|  |  |  |  |  |
|  |  |  |  |  |
| **Eligible Charter Schools by School Number** | | | | |
| 0067 | AUL Denver |  | 4730 | KIPP Denver Collegiate High School |
| 0099 | Academy 360 |  | 4732 | KIPP Sunshine Peak Academy |
| 0126 | Academy of Advanced Learning |  | 4850 | KIPP Sunshine Peak Elementary |
| 0127 | Aurora Science & Tech Middle School |  | 5146 | Eastlake High School of Colorado Springs |
| 0213 | AXL Academy |  | 5298 | Lotus School for Excellence |
| 0369 | Atlas Preparatory Middle School |  | 5313 | Kwiyagat Community Academy |
| 0458 | Aurora Academy Charter School |  | 5415 | Rocky Mountain Deaf School |
| 0469 | Atlas Preparatory High School |  | 5431 | Coperni 2 |
| 0609 | Battle Rock Charter School |  | 5621 | Monarch Montessori |
| 0655 | High Point Academy |  | 5898 | Atlas Preparatory Elementary School |
| 1010 | American Indian Academy of Denver |  | 5957 | Montessori del Mundo Charter School |
| 1371 | Coperni 3 |  | 6219 | New America School - Aurora |
| 1488 | Chavez/Huerta K-12 Preparatory Academy |  | 6237 | New America School |
| 1529 | DSST: Conservatory Green High School |  | 6266 | New Legacy Charter School |
| 1561 | Colorado High School Charter - GES |  | 6508 | Omar D Blair Charter School |
| 1748 | Colorado High School Charter |  | 6718 | Paradox Valley Charter School |
| 1882 | Community Leadership Academy |  | 6914 | The Pinnacle Charter School |
| 1939 | Compass Academy |  | 6957 | University Prep - Steele St. |
| 2018 | Crestone Charter School |  | 7209 | Pueblo Charter School for the Arts & Sciences |
| 2026 | DSST: Elevate Northeast High School |  | 7233 | Rocky Mountain Prep: Fletcher |
| 2035 | Crown Pointe Charter Academy |  | 7241 | Rocky Mountain Prep: Creekside |
| 2036 | Children's Kiva Montessori School |  | 7278 | Ricardo Flores Magon Academy |
| 2115 | DSST: Montview Middle School |  | 7361 | RiseUp Community School |
| 2145 | DSST: Green Valley Ranch High School |  | 7471 | Rocky Mountain Prep: Southwest |
| 2175 | DSST: Cole High School |  | 7482 | Roosevelt Charter Academy |
| 2181 | DSST: Green Valley Ranch Middle School |  | 7926 | STRIVE Prep - Kepner |
| 2185 | DSST: Montview High School |  | 7973 | STRIVE Prep - Rise |
| 2190 | DSST: Elevate Northeast Middle School |  | 8053 | SOAR at Green Valley Ranch |
| 2218 | DSST: Conservatory Green Middle School |  | 8085 | STRIVE Prep - Federal |
| 2223 | DSST: Cole Middle School |  | 8133 | Southwest Open Charter School |
| 2244 | DSST: College View High School |  | 8401 | STRIVE Prep - Ruby Hill |
| 2654 | Empower Community High School |  | 8467 | Salida del Sol Academy |
| 2837 | Early College of Arvada |  | 8945 | University Prep - Arapahoe St. |
| 3306 | Gardner Valley School |  | 8965 | Union Colony Preparatory School |
| 3470 | Globe Charter School |  | 8975 | Union Colony Elementary School |
| 3471 | Global Village Academy Aurora |  | 9037 | Victory Preparatory Academy High State Charter School |
| 3475 | GOAL Academy |  | 9040 | Victory Preparatory Academy Middle State Charter School |
| 3540 | Girls Athletic Leadership School High School |  | 9053 | Vega Collegiate Academy |
| 3847 | HOPE Online Learning Academy Middle School |  | 9056 | Vanguard Classical School - West |
| 3995 | HOPE Online Learning Academy High School |  | 9149 | Vista Charter School |
| 4049 | Highline Academy Northeast |  | 9189 | Vanguard Classical School - East |
| 4381 | DSST: College View Middle School |  | 9336 | STRIVE Prep - Sunnyside |
| 4494 | Denver Justice High School |  | 9389 | STRIVE Prep - Westwood |
| 4496 | Justice High Charter School |  | 9390 | STRIVE Prep - Lake |
| 4500 | KIPP Northeast Elementary |  | 9639 | STRIVE Prep - Smart Academy |
| 4507 | KIPP Northeast Denver Middle School |  | 9730 | STRIVE Prep - Green Valley Ranch |
| 4509 | KIPP Northeast Denver Leadership Academy |  | 9735 | STRIVE Prep - Noel |
| 4699 | New America School - Thornton |  | 9739 | Wyatt Academy |

# Appendix C: End of Year Evaluation and Reporting

All approved LEPs receiving funds will be required to submit the following End-of-Year Report by September 30, 2023, via an online form.

**End-of-Year Evaluation and Reporting – Due September 29, 2023**

1. Provide a description of the expenditures for fiscal year 2022-23 and the impact on your district, including:

* The amount of money spent on the acquisition and distribution of menstrual hygiene products; and
* The amount of money spent on the installation and maintenance of a dispensing machine or disposal receptacle for menstrual hygiene products.

1. Please complete the attached Excel budget worksheet to indicate actual expenses and activities for fiscal year 2022-2023, for use of the funding.