CALL FOR REVIEWERS

**FY26 21st Century Community Learning Center Program (CCLC)**

The Kentucky Department of Education is seeking qualified individuals to review the FY26 21st CCLC applications. Local school districts, community, and faith-based organizations, as well as other private and governmental organizations, are eligible to apply for funds to design and implement effective out-of-school programs that improve student achievement and social development.

**Reviewer Qualifications**

For this review, we seek people with a deep understanding of effective out-of-school programs and/or experience implementing out-of-school programs. We desire representation from educators with teaching, administrative, or higher education backgrounds as well as qualified people from the community who have experience implementing or working in an out-of-school program.

## Reviewer Requirements

In addition to the specified experience and background, reviewers **must** be available to attend the **entire** reviewer training to be held on **February 23-26, 2026**, virtually. Reviewers must be available to participate in the assigned group discussion and debate required for each application. The first day will consist of training and scoring. The scoring process will continue for the remaining days. Each reviewer must be present each day in its entirety to be eligible to review and receive payment.

**To facilitate a successful virtual review, reviewers should have access to a personal computer with installed Microsoft Word, PowerPoint, and Teams software. Reviewers should also have reliable access to high-speed internet.**

## Reviewer Compensation

Persons selected for this review will receive a $450.00 per day stipend for the four-day training and evaluation process. Note - These reviewers are neither employees nor contractors of KDE, and as such, cannot be paid through the payroll system.

## State Employees

Employees of the State of Kentucky may not serve as grant reviewers.

**KTRS Exemption for KTRS Retirees**

***The KDE will continue to inform all reviewers that if they are KTRS retired members, they have the responsibility to seek an exemption from the KTRS for return to work and to report earnings appropriately to the KTRS. It is not KDE’s responsibility to complete this paperwork for individuals. Please contact Tiffany Yeast if you have any questions related to KTRS retirement,*** tanya.bradshaw@education.ky.gov ***The KTRS process must be completed by April 20, 2025. All other questions should be directed to Jennifer Bryant.***

\*DO NOT SUBMIT THIS PAGE WITH THE REVIEWER APPLICATION\*

KENTUCKY DEPARTMENT OF EDUCATION

# COMPETITIVE GRANTS REVIEWER APPLICATION

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **\*KY Vendor #:** |  |
| **Physical Address:** |  | **Mailing Address****(If different)** |  |
| **City:** |  | **State:** |  | **Zip Code:** |  |
| **Preferred Phone:** |  | **Alternate Phone:** |  |
| **Preferred Email:** |  | **Secondary Email:** |  |

|  |
| --- |
| \*All reviewers must obtain a Kentucky Vendor number to be paid for grant review services. If you do not currently have a KY vendor number, please mark 'N/A'. Directions on how to obtain a vendor number will be shared if selected for grant review.  |
| Are you available for the specified review dates – February 23-26, 2026, [ ] YES [ ] NO |
| Highest Degree Received: [ ] Associate [ ] Bachelor’s [ ] Master’s [ ] Doctorate [ ] Other or Rank 1/Ed.S |
| Do you have experience in reviewing local, state, or federal competitive applications?  | [ ] YES | [ ] NO |
| Do you have experience writing any local, state, or federal competitive applications?  | [ ] YES | [ ] NO |
| Have you been involved in the writing process (writing, planning, editing, reviewing, etc.) for any of the applications for the FY26 21st CCLC grant? If so, you are NOT eligible to score.  | [ ] YES | [ ] NO |
| Please check any of the following grants you reviewed for the Kentucky Department of Education. |
| [ ] Read to Achieve/Early Reading Incentive Grant[ ] 21st Century Community Learning Center Grant[ ] Dropout Prevention or Re-Engagement Grants[ ] Striving Readers/ KYCL Grants | [ ] Arts Grant (any)[ ] Math Achievement Fund/ Any Math grant[ ] Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
| **List the grants you have reviewed for other entities.**  |

|  |
| --- |
| Enter the number of years of experience at each level.Reviewers should have a minimum of five years combined experience in the following fields.Do not “double or triple count” years. For example, if you were the principal of a K-8 school for 7 years, do not tally 7 years’ experience in Elementary, Middle, and Educational Administration. 7 years in Educational Administration would most accurately match your job duties.  |
| Level | Number ofYears | Level | Number of Years |
| Early Childhood/Preschool |  | Adult Education (Literacy/ABE/GED) |  |
| Elementary (K-5) |  | Higher Education/Post-Secondary |  |
| Middle (6-8) |  | Out-of-School Programming |  |
| High (9-12) |  | Instructional Coaching |  |
| Educational Administration |  | Instructional Interventions |  |
| Non-Profit / 501C3 Organizations |  | Community, Social, and Related Services |  |

A CURRENT RESUME\* MUST BE ATTACHED TO THIS APPLICATION

\*Not to exceed three pages.

Attaching a resume of more than 3 pages may result in your disqualification as a reviewer.

REVIEWER TIMELINE

|  |
| --- |
| FY26 21st Century Community Learning Center (CCLC) Reviewer Applications with Resume due Wednesday, January 20, 2026, 4 pm ET |
| KDE will notify selected reviewers on or around January 29, 2026. |
| KDE will host a practice TEAMS meeting with Reviewers on Friday, February 20, 2026, at 10 am ET.  |
| FY26 21st CCLC Review Dates: February 23-26, 2026, virtually. |

Email Reviewer Applications to:

Jennifer.bryant@education.ky.gov

Submit Questions about this Call for Reviewers to:
Jennifer Bryant

**Phone:  502-892-6793 Ext #4354**

**Email:** **Jennifer.bryant@education.ky.gov**