



**CALIFORNIA DEPARTMENT  
OF EDUCATION**

**TONY THURMOND**  
STATE SUPERINTENDENT OF  
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • [WWW.CDE.CA.GOV](http://WWW.CDE.CA.GOV)

February 14, 2020

Bill Scroggins  
Mt. San Antonio Community College District  
1100 North Grand Avenue  
Walnut, CA 91789

Dear Dr. Scroggins:

Subject: Fiscal Year 2019–20 General Child Care and Development Program  
Expansion Funds Request for Applications

Thank you for submitting an application in response to the General Child Care Development Program Expansion Funds Request for Applications (RFA). This letter is to inform you of the score assigned by the California Department of Education (CDE), Early Learning and Care Division.

Applications were scored by independent readers using the Scoring Rubric included in the RFA. To be considered for funding, the applicant must obtain a score equal or greater than 88 points (70 percent of the total 126 possible points). The assigned score for your application is 114.

Applicant agencies may review their application, the criteria used to score the application (Scoring Rubric), and any reader comments. The Scoring Rubric includes a breakdown of the total application score, subtotaled scores for each component, and reader comments. Applicants may request a copy of their Scoring Rubric via email at [RubricRequest@cde.ca.gov](mailto:RubricRequest@cde.ca.gov).

Scores may be appealed. If an appeal is requested, the appeal will be limited to the Program Narrative response section of the RFA. Applicants wishing to appeal a score must specify what scored component within the Program Narrative section of the Scoring Rubric is being challenged. Applicants may only appeal the Program Narrative information that was provided in the RFA submitted. You must submit written materials with your appeal request that explain your reason why the specific narrative component should have a higher score. However, no new Program Narrative information will be considered.

Appeals are due to the CDE within 10 business days of the date the applicant's score is "received." The score is considered to be "received" by the applicant five **calendar** days after the letter is mailed. If you wish to appeal your score, your notice of appeal must be received by the CDE no later than **March 4, 2020**.

The notice to appeal must include the following information:

1. Appellant agency's name, mailing address, and telephone number
2. Name(s) of the person(s) who will represent the appellant agency at the appeal hearing
3. Whether the representative(s) will attend the appeal hearing in person or communicate through a telephone conference call
4. Written materials that explain why the specific narrative component should have received a higher score

The CDE **will not** consider late or incomplete appeal requests.

You may submit your appeal as follows:

- Email to [RFAAppeals@cde.ca.gov](mailto:RFAAppeals@cde.ca.gov),
- Fax to **RFA Appeals** at 916-323-6853, or
- Mail to:

California Department of Education  
Early Learning and Care Division  
**Attention: RFA Appeals**  
1430 N Street, Suite 3410  
Sacramento, CA 95814-5901

Within 10 business days of receipt of the appeal request, the CDE will notify appellants of the date and time of the appeal hearing. Appellants who attend in person are required to sign in at the security desk and present valid identification to obtain a visitor's badge before proceeding to our offices. Appellants who request a telephone conference call must provide a landline telephone number available on the date of their hearing. The appeal hearings will provide applicants the opportunity to explain the reason for disagreeing with the score of the specific narrative component. These hearings are informal in nature and format and the formal rules of evidence will not apply.

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Within 10 business days after the appeal hearing the CDE will send notification of the results of the appeal to the appellant agency.

We recognize and appreciate the personal commitment of time and effort that goes into the application process.

Sincerely,

A handwritten signature in dark ink, appearing to read "Maria A. Amor". The signature is fluid and cursive, with the first name "Maria" and last name "Amor" being clearly legible, and "A." as a middle initial.

Maria A. Amor, Acting Manager  
Funding Application Unit  
Early Learning and Care Division

MA:sc