21st Century Community Learning Centers (CCLC)
FY 2019

New Grantee Webinar
July 11, 2018
21st Century Personnel

- ISBE Principal Consultants-Provide information regarding programming, expenses, and other information

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Phone                217-782-5270
21st Century Affiliate Personnel

• Illinois Quality Afterschool (IQA) at American Institutes for Research (AIR)-Provides technical assistance and professional development to 21st CCLC grantees [https://iqa.airprojects.org/](https://iqa.airprojects.org/)

• Education Development Center (EDC)-Conducts the Statewide Evaluation for 21st CCLC programs [https://www.edc.org/](https://www.edc.org/)
New Grantees

• Welcome to the following new community based organizations and school districts:
  – Greater Auburn Gresham Development Corporation
    • Chicago  (Consultant: Shayla)
  – Opportunities for All, Inc.
    • Chicago  (Consultant: Kenya)
  – Peoria Public School District 150
    • Peoria  (Consultant: Shayla)
  – Matteson Elementary School District 162
    • Matteson  (Consultant: Sarah)
Returning Grantees

• Welcome to the following returning community based organizations and school districts:
  – Chicago Public Schools #299
    • Chicago (Consultant: Sarah)
  – America Baila: Folkdance Company of Chicago
    • Chicago (Consultant: Sarah)
  – Northeastern Illinois University
    • Chicago (Consultant: Sarah)
  – Metropolitan Family Services
    • Chicago (Consultant: Shayla)
Returning Grantees

• Welcome to the following returning community based organizations and school districts:
  – Project Success of Vermilion County Inc.
    • Danville (Consultant: Shayla)
  – Rockford School District #205
    • Rockford (Consultant: Sarah)
  – Bureau Henry Stark Regional Office of Education
    • Atkinson (Consultant: Shayla)
  – Frida Kahlo Community Organization
    • Chicago (Consultant: Sarah)
Returning Grantees

• Welcome to the following returning community based organizations and school districts:
  – Chicago Arts Partnerships in Education
    • Chicago (Consultant: Kenya)
  – Alternative Schools Network
    • Chicago (Consultant: Kenya)
  – Rock Island County Regional Office of Education
    • Moline (Consultant: Kenya)
  – Du Quoin Community Unit School District 300
    • Du Quoin (Consultant: Kenya)
Returning Grantees

• Welcome to the following returning community based organizations and school districts:
  – Illinois Alliance of Boys and Girls Clubs
    • Springfield (Consultant: Kenya)
  – Regional Office of Education #33
    • Monmouth (Consultant: Shayla)
  – Madison Community Unit School District 12
    • Madison (Consultant: Kenya)
# Dates to Remember

<table>
<thead>
<tr>
<th>Item</th>
<th>Quarter</th>
<th>Period</th>
<th>Opens</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditure</td>
<td>1</td>
<td>July-September</td>
<td>September 30</td>
<td>October 20</td>
</tr>
<tr>
<td>Grant Periodic Performance</td>
<td>1</td>
<td>July-September</td>
<td>September 30</td>
<td>October 31</td>
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<tr>
<td>Expenditure</td>
<td>2</td>
<td>October-December</td>
<td>December 31</td>
<td>January 20</td>
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<tr>
<td>Grant Periodic Performance</td>
<td>2</td>
<td>October-December</td>
<td>December 31</td>
<td>January 31</td>
</tr>
<tr>
<td>Expenditure</td>
<td>3</td>
<td>January-March</td>
<td>March 31</td>
<td>April 20</td>
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<tr>
<td>Grant Periodic Performance</td>
<td>3</td>
<td>January-March</td>
<td>March 31</td>
<td>April 30</td>
</tr>
<tr>
<td>Expenditure</td>
<td>4</td>
<td>April-June</td>
<td>June 30</td>
<td>July 20</td>
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<tr>
<td>Grant Periodic Performance</td>
<td>4</td>
<td>April-June</td>
<td>June 30</td>
<td>July 31</td>
</tr>
</tbody>
</table>
## Dates to Remember - 21st CCLC Specific

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Grantees</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 14</td>
<td>Benchmarking Tool Spring 2018 Rosters Due</td>
<td>Current</td>
</tr>
<tr>
<td>October-Date To Be Announced</td>
<td>Fall Workshop- Springfield</td>
<td>New and Current</td>
</tr>
<tr>
<td>November 1</td>
<td>Local Evaluation due to EDC</td>
<td>Current</td>
</tr>
<tr>
<td>November 15</td>
<td>Spring 18 data submitted in 21 APR</td>
<td>Current</td>
</tr>
<tr>
<td>December 31</td>
<td>Tier I Survey due to ISBE</td>
<td>New and Current</td>
</tr>
</tbody>
</table>

- Monthly webinars on various topics will occur throughout the program year. Webinars are open to anyone involved with the 21st CCLC program.
Getting Started

- Read the RFP to familiarize yourself with program expectations
- Review your proposal
- Communicate with others in your organization
  - Superintendent/CEO
  - Program Staff
  - Finance

- Determine Needs
  - IWAS Accounts and Access
  - Evaluation
Collaboration

• Talk with your partner schools/school districts
  – Discuss data sharing, student rosters/IDs, resources, facilities, expectations of program, recruitment and retention of students
  – Principal letters/MOUs will need to be obtained
    • Upload to IWAS application or mail to ISBE

• Private Schools
  – Private School Consultation form will need to be completed
  – Form can be found on 21st Century website
  – Once completed upload to IWAS application or mail to ISBE
Collaboration

• Co-Applicants
  – Do not need to complete the GATA Risk Assessment
  – Must keep a signed copy of the Assurances on file for monitoring and audit purposes
  – Discuss how they will be involved/support in the program

• Partners
  – Discuss how they will be involved/support the program
Application

- Located in IWAS
- Work Page by Page (left to right)
- Review all information that pre-populates
- Co-Applicant must be listed on the application
- Do not use the “&” sign anywhere in the application

- Goals should be S.M.A.R.T.
- Remember to upload or mail your private school consultation forms and principal letters/MOUs
Budget

- Make them easy to read and understand
- Review allowable and non-allowable expenses in RFP
- If using the Excel template no commas can be used
- Check your math
- Time and effort sheets should be maintained for those on payroll

- Function and object codes can be found under instructions on the budget page
- [State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures Handbook](#)
Budget

• Instructional Salaries 1000 100
  – Positions in this function and object MUST spend the majority of their time in direct instruction of students

Example
  • 5 teachers x $25 hr x 2 hrs/wk x 28 wks = $7000
    (commas cannot be used if using the Excel template in IWAS)
Budget

• Benefits
  – 200
    • FICA
    • IMRF
    • TRS
    • Health, Life, Medical, Dental
  – 300 (Employer Insurance)
    • Workers Compensation
    • Unemployment Compensation
    • Liability Insurance

Objects 200 and 300
Budget

• Supplies and Materials Object 400
  – It is not enough to put supplies and materials on the budget and provide a total amount
  – Examples must be given

Example
25 Robotics Kits @ $10/kit=$250
Budget

- Community Services 3000
  - All payments related to parents and community
  - Includes supplies and materials

Example 3000 400
  - 20 parenting books @ $5/book=$100
Program Requirements

- Minimum of 12 hours per week for a minimum of 28 weeks
- Summer program is a minimum of 3 weeks
- Must serve the proposed schools
- Maintain attendance records

- Family Engagement
  - Must be ongoing
  - One time events (i.e. Parent Nights) are not acceptable
Professional Development

- Fall and Spring Conferences are Mandatory for ALL grantees
- Special topic webinars are held monthly
- Special topic workshop will be held in February in Chicago and Springfield

- Out of State Travel
  - Must be marked on the application
  - Form must be submitted 45 days before travel is to occur
  - Must be meaningful and beneficial to 21st CCLC
Resources

- Principal Consultant
- Peer Mentor
- ISBE 21st Century Webpage
- Illinois Statewide Afterschool Quality Standards
- Illinois Quality Afterschool
- Fiscal Year 2019 RFP
- State and Federal Grant Administration Policy Handbook