

# Nita M. Lowey 21<sup>st</sup> Century Community Learning Centers

---

New Project Directors' Meeting  
May 4, 2026

# Presentation and Recording

This webinar is being recorded. The presentation and recording will be available on [ISBE's 21<sup>st</sup> CCLC website](#) within 72 hours.

# Questions

**We are unable to respond to questions in real time during this webinar. Please send any questions you may have to ISBE's 21st CCLC mailbox.**

**21stCCLC@isbe.net**

# Agenda

1. Introductions
2. eGMS Application within IWAS
3. Expenditure Reporting
4. ACT Now
5. Evaluation
6. Benchmarking
7. Monitoring
8. Reminders and Notes

# 1. Introductions

# ISBE Introductions

Wellness & Student Care Supervisor  
21<sup>st</sup> CCLC SEA Coordinator

- Nehemiah Ankoor [nankoor@isbe.net](mailto:nankoor@isbe.net)

Principal Consultants

- Damita Coleman [dcoleman@isbe.net](mailto:dcoleman@isbe.net)
- Kristina Clements [kclement@isbe.net](mailto:kclement@isbe.net)
- Ellen Garrity [egarrity@isbe.net](mailto:egarrity@isbe.net)
- Adrienne Newman [anewman@isbe.net](mailto:anewman@isbe.net)
- Melina Rivera [mrivera@isbe.net](mailto:mrivera@isbe.net)

# Contacting ISBE

- Wellness & Student Care Department phone number: 217-782-5270
- 21<sup>st</sup> CCLC email: [21stCCLC@isbe.net](mailto:21stCCLC@isbe.net)

# Affiliated Personnel

- Education Development Center (EDC) conducts the statewide evaluation for 21st CCLC programs and assists grantees and their evaluators with local evaluation questions. See the [EDC website](#).
- Northern Illinois University supports the Data Warehouse and Benchmarking tool and monitors data upload to the federal 21APR. See the [MyIRC website](#).
- We are also joined today by staff from ISBE's Funding and Disbursements Department who will provide guidance on Expenditure Reporting.

# Purpose of Funds

- This program supports the creation of community learning centers that provide academic enrichment opportunities during non-school hours for children, particularly students who attend high-poverty and low-performing schools.
- The program helps students and schools:
  - Meet state and local academic standards in core academic subjects
  - Offer a broad array of enrichment activities that complement their regular academic programs
  - Offer literacy and other educational services to the families of participating children

# Sustainability

- Sustainability is an extremely important component of 21st CCLC program planning.
- Grant funds are intended as startup funds and not meant to be the only form of funding for the individual programs in the long term.
- Start working on sustainability now.
- There will be no renewability of funding.
  - The funds for this cohort will end at the conclusion of fiscal year 2028.

# Illinois 21<sup>st</sup> CCLC by the Numbers

- FY 2026
  - 56 grantees
  - 93 grants
  - 296 sites
  - \$35.3 million in 21st CCLC funding
- FY 2023 (most recent year data are available)
  - 65,043 students were served

## 2. eGMS Application within IWAS

# eGMS Application (1 of 3)

- The FY 2026 application is currently available in eGMS within IWAS and is due June 15, 2026. A substantially approvable application must be received on or before that date to receive a July 1, 2025, start date.
- An official application must be submitted in eGMS.
- This application must match what was proposed on the grantee's RFP application.
- No changes in programming may occur without prior approval from ISBE.

# eGMS Application (2 of 3)

- No funding will be disbursed until ISBE provides final approval of eGMS application
  - 21st CCLC is a reimbursement grant; funds will be disbursed to the entity once expenditures have been submitted to ISBE.
- Budget tips:
  - See [Notice of Funding Opportunities/Request for Proposals](#) for allowables/non-allowables
  - Function and object codes can be found under instructions on the Budget page.
  - [State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures Handbook](#)

# eGMS Application (3 of 3)

- It is extremely rare for a 21st CCLC eGMS application to be approved on the first submission.
- Consultants are required to work through the queue in the order in which grants are submitted.
  - Please be patient as first reviews take time.
- Please ensure all items on the Review Checklist have been addressed before resubmitting grants.
  - If you are unable to see the Review Checklist, ensure that popups are allowed on your computer.
- Please ensure returned applications are corrected and resubmitted in a timely fashion.

# Completing the eGMS Application

Where do I find  
IWAS and the  
eGMS  
application?

How do I fill out  
the application?

How do I  
update/amend  
the information?


# Go to isbe.net

The screenshot shows the homepage of the Illinois State Board of Education. At the top, there is a dark blue navigation bar with the text "System Quick Links" on the left and "Careers at ISBE Contact Us" followed by social media icons (Twitter, Facebook, LinkedIn, YouTube) and a "Translate" button on the right. The Illinois State Board of Education logo is centered in the navigation bar. Below the navigation bar is a white horizontal menu with links: "Log Into ELIS", "Log Into IWAS", "Become a Teacher", "Public School District Lookup", "FRIS Inquiry", "IL Report Card", "About the Agency and Board", and "Topics A-Z". The main content area has a light gray background. It features a section titled "HOW CAN WE HELP YOU?" with a search bar below it. Below the search bar is the text "Already know what you are looking for? Find a Topic." Underneath this is a section titled "TOP-ACCESSED SERVICES" with eight icons and labels: "Educator Licensure" (checkmark icon), "Board Meetings" (gavel icon), "Supporting Educators" (open book icon), "Nutrition" (apple icon), "Special Education" (school bag icon), "Assessment" (clipboard icon), "Standards & Instruction" (notepad icon), and "Equity" (scales icon).

# Log into IWAS

The screenshot shows the Illinois State Board of Education website. At the top, there is a dark blue navigation bar with the text "System Quick Links" on the left and "Careers at ISBE Contact Us" followed by social media icons and a "Translate" button on the right. The Illinois State Board of Education logo is centered in the navigation bar. Below the navigation bar, a horizontal menu contains the following links: "Log Into ELIS", "Log into IWAS" (highlighted with a red box), "Become a Teacher", "Public School District Lookup", "FRIS Inquiry", "IL Report Card", "About the Agency and Board", and "Topics A-Z". The main content area has a light gray background and features the heading "HOW CAN WE HELP YOU?". Below this heading is a search bar with the placeholder text "Search...". Underneath the search bar, the text "Already know what you are looking for? Find a Topic." is displayed. The section titled "TOP-ACCESSED SERVICES" contains eight icons with corresponding labels: "Educator Licensure" (checkmark icon), "Board Meetings" (gavel icon), "Supporting Educators" (book icon), "Nutrition" (apple icon), "Special Education" (school bag icon), "Assessment" (clipboard icon), "Standards & Instruction" (notepad icon), and "Equity" (scales icon).

# Log In



I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S

<a href="#">ISBE Home</a>	<b>Need to access the Educator Licensure Information System (ELIS)?</b> <a href="#">Click here for ELIS.</a>
<a href="#">ELIS Login</a>	<b>Already have an account?</b>
<a href="#">Home</a>	<b>Login Here :</b>
<a href="#">Sign Up Now</a>	<b>Login Name</b> <input type="text"/>
<a href="#">Get Password</a>	<b>Password</b> <input type="password"/>
<a href="#">Contact Us</a>	<input type="checkbox"/> Remember Login Name
<a href="#">Help</a>	<input type="button" value="LOG IN"/>
<a href="#">IWAS User Guide</a>	<b>Forgot Your Password?</b>
<a href="#">IWAS Training Video</a>	If you have forgotten your login name or password, click on the link below.
	<a href="#">Find Login/Password</a>

**New Partner - Sign up Now**

Some ISBE web-based systems require electronic signatures. You can create your own logon id and password by clicking on the following link. After you establish your logon, you will then have the ability to request authorization to use ISBE's systems.

[Sign Up Now](#)

**Need Help?**

If you need help with logging in, the sign up procedure or your password, please click on the link below.

[Help](#)

Copyright © 2024 Illinois State Board of Education

# System Listing: 21<sup>st</sup> CCLC New Awards

**ILLINOIS STATE BOARD OF EDUCATION**

My Systems

Below are systems that you are either authorized to use or are awaiting authorization from either your district (Pending-District), ROE (Pending-ROE) or ISBE (Pending-ISBE). Once you are "Authorized" to access a system, simply click on the system description to use it.

[Click Here for Due Dates](#)

Categories - Click to Expand/Collapse Tree	Authorization
<b>Grants</b>	
eGMS Dashboard	Authorized
eGMS Reports	Authorized
<b>Active Grants</b>	
21st CCLC (ESSER)	Authorized
21st CCLC Continuation	Authorized
<b>21st CCLC New Awards</b>	Authorized
ARP - Community Partnership Grant	Authorized
Organizational Risk Assessment	Authorized
<b>Reporting</b>	
Grant Periodic Reporting System	Authorized
<b>ISBE Internal</b>	
Entity Profile System (Internal)	Authorized

Legend: ⓘ : System Description - Detailed    📅 : Due Dates    👤 : Profile

[Want to Signup for Other Systems?](#)

Copyright © 2024 Illinois State Board of Education

# Create a New Project

ILLINOIS STATE BOARD OF EDUCATION

eGMS - Grants Application

District Name: [REDACTED] RCDT: [REDACTED] County: [REDACTED]

Application Select

This Program Allows you to have multiple projects.  
Would you like to create a new project for the current year?  Yes

[Click to view LEA Dashboard](#)

Select an application from the list(s) below and press one of the following buttons:

Open Application Create Amendment Delete Application/Amendment Review Checklist Print All Review Checklist Print All

Application / Amendment	Original Submit Date	Status	Status Date	Consult
-------------------------	----------------------	--------	-------------	---------

# Select the Project Code: The Project Title will self populate

This Program Allows you to have multiple projects.  
Would you like to create a new project for the current year?  Yes

Year:  Project Code:

Project Title:

Create New Project

This Program Allows you to have multiple projects.  
Would you like to create a new project for the current year?  Yes

Year:  Project Code:

Project Title:  Allotment Amount:

Create New Project

This Program Allows you to have multiple projects.  
Would you like to create a new project for the current year?  Yes

Year:  Project Code:

Project Title:  Allotment Amount:

Create New Project

# Overview

This page gives you information about the grant.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print
----------	-----------------------------	------------	-------	--------------------	------------------	--------------	--------------	------------------------------	------------	-----------------	--------	---------------------	-------------------	-------------------

## Program Overview

<b>Program:</b>	21st Century Community Learning Centers Program - New Awards
<b>Purpose:</b>	To provide academically focused after-school opportunities, particularly to students who attend high-poverty, low-performing schools; to help those students meet state and local performance standards in core academic subjects; and to offer families of participating students opportunities for literacy and related educational development.
<b>Funding:</b>	<b>Allocations are preliminary, and payment under this grant is subject to passage of a sufficient appropriation by the Illinois General Assembly or sufficient appropriation by the U.S. Congress for federal programs. Obligations of the State Board of Education will cease immediately without further obligation should the agency fail to receive sufficient state, federal, or other funds for this program.</b>
<b>Program Type:</b>	Federal Competitive Grant
<b>CSFA Number:</b>	586-46-0423
<b>CSFA Name:</b>	Title IV - 21st Century Comm Learning Centers: 21st CCLC
<b>Assistance Listing Number/CFDA and Name:</b>	84.287C Twenty-First Century Community Learning Centers
<b>Funding Opportunity Number and Name:</b>	2025-4421-XX
<b>Subrecipient Award (Obligation):</b>	See GATA Pages - Notice of State Award and Uniform Grant Agreement. For current and total funds obligated to the subrecipient, see Reports at <a href="#">ERIS Inquiry</a> .
<b>GATA Requirements:</b>	<a href="#">Website</a> <a href="#">Rules</a> <a href="#">Legislation</a>
<b>2 CFR Guidance:</b>	<b>Code of Federal Regulations/Title 2 - Grants and Agreements</b> Guidance is found at: <a href="http://www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR">www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR</a>
<b>Legislation:</b>	<a href="#">Public Law 107-110</a>
<b>Guidance:</b>	<a href="#">21st Century Community Learning Centers Non-Regulatory Guidance</a>
<b>Application Due Date:</b>	January 15, 2025, to receive a July 1, 2024 start date. Note that no activities can occur until a substantially approvable application is received by ISBE, and no funding will be disbursed until final approval is received.
<b>Amendment Due Date:</b>	Prior to obligation of funds and not later than 30 calendar days prior to the ending date of the program
<b>Grant Period:</b>	The grant period will begin no sooner than July 1, 2024, and will extend from the execution date of the grant until June 30, 2025. Successful applicants may reapply via continuation application for up to two additional year(s). Funding in the subsequent years will be contingent upon compliance with federal and state law, state grantmaking rules, passage of sufficient appropriations for the program, and satisfactory performance in the preceding grant period. There will be no renewability of awards under this RFP/WOFO.
<b>Begin Date:</b>	July 1, 2024, if received by the due date, or the receipt date of a substantially approvable application, whichever is later.
<b>End Date:</b>	June 30, 2025, unless an extension is approved on the Applicant Information page.
<b>Expenditure Reports:</b>	Expenditure reports should be completed at a minimum of quarterly via the IWAS system. A final cumulative expenditure report for all expenditures will be due no later than 90 days after the grant end date.
<b>Programmatic Reports:</b>	21st Century programmatic reports are not required.
<b>Fiscal Information:</b>	<a href="#">State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures (includes Function and Object Code descriptions)</a> <a href="#">Part 100 - Requirements for Accounting, Budgeting, Financial Reporting, and Auditing</a>

# Applicant Information Pages: Applicant Information (1 of 3)

Indicate contact information for the Project Director, Budget Contact Person, and the Secondary Program Contact.

- Project Director is the main contact for the grant. They will receive emails from ISBE about the grant.
- Secondary Program Contact is for when the Project Director cannot be reached.

# Applicant Information Pages: Applicant Information (2 of 3)

Overview	<b>Applicant Information Pages</b>	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GAT Page
----------	------------------------------------	------------	-------	--------------------	------------------	--------------	--------------	------------------------------	----------

**Applicant Information**

**Project Director Information:**

Last Name\*  First Name\*  Middle Initial

Address 1\*

Address 2

City\*  State\*  Zip + 4\*

Phone\*  Extension  Fax:

Email\*

Indicate the experience level for the Project Director.\*

**Budget Contact Person (required fields if different from Project Director):**

Last Name\*  First Name\*  Fax:

Phone\*  Extension

Email\*

**Applicant Entity Website Address**

Check here if the Project Director is the only contact for this grant.

---

**Secondary Program Contact Information:**

Last Name\*  First Name\*  Middle Initial

Address 1\*

Address 2

City\*  State\*  Zip + 4\*

Phone\*  Extension  Fax:

Email\*

# Applicant Information Pages: Applicant Information (3 of 3)

- Summer Programming: The number of weeks must match what was proposed in the RFP.

**Summer Programming:**

Will this project have summer programming?

Yes

No

If yes, provide the dates of programming and the total number of weeks:

From:

To:

Number of Weeks:

# Applicant Information Pages: Partners and Co-Applicants

This information must match what was proposed in the RFP.

Overview **Applicant Information Pages** Amendments FFATA Sites To Be Served Program Specific Cost Sharing Budget Pages Programmatic Risk Assessment GATA Pages Assurance Pages Submit Application History Page Lock Control Application Print

Applicant Information **Partners and Co-Applicants**

Yes  No Does the applicant have partners for this project?\*

Yes  No Is this application being submitted with a co-applicant?\*

Enter the name of your co-applicant(s).

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

Describe any changes in co-applicants since the last approved application and explain why the changes were necessary. Any changes must be pre-approved by ISBE. Enter NO CHANGES if the co-applicants are the same as the last approved application.\*

**NOTE: The co-applicant shares the responsibilities of grant deliverables and is intended to be a permanent relationship for the purposes of this grant. Partnerships may be temporary or are contracted to assist with aspects of programming.**

# Amendments

When you create an amendment, notate exactly what was changed.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	As
----------	-----------------------------	------------	-------	--------------------	------------------	--------------	--------------	------------------------------	------------	----

## Amendments

Use this page to report any amendment details. If this is an Original application, you still need to respond to the first question, save the page, and continue completing your application.

*THIS PAGE MUST BE COMPLETED AND SAVED FOR THE ORIGINAL APPLICATION AND FOR ANY SUBSEQUENT AMENDMENTS.*

Is this an Original application or Amended application? \*

Original Application  Amended Application

### Grant Changes

Provide a brief description of the changes, including the function/object codes which have been amended in this submission. (Limited to 1,500 characters)  
(0 of 1500 maximum characters used)

Save Page

Required Field

# Sites to be Served (1 of 4)

- Site Name: The location where programming will occur.
- Site Budget: All site budgets must add up to total allotment.
- School Name: The schools being served at this site.
- District Name and Number: The district where the school is located.
  - If serving a private school at the site, you may indicate "Private School" for the district name and number.
- Projected School Enrollment: The projected total number of students to be enrolled in the school.
- School Grade Span: The grade levels served by this school.
- Grades Served by 21st CCLC: The grade levels served at this school for programming.



## Sites to be Served (3 of 4)

- List the number of students projected to be served for each hour category
- Site totals must match what was proposed in the RFP.
- No more than a combined 20% of proposed students should be within the “Less than 15 Hrs.” and the “15-45 Hrs.” categories.
- 80% or more of proposed students must be served 46 or more hours.

# Sites to be Served (4 of 4)

<a href="#">Overview</a>	<a href="#">Applicant Information Pages</a>	<a href="#">Amendments</a>	<a href="#">FFATA</a>	<a href="#">Sites To Be Served</a>	<a href="#">Program Specific</a>	<a href="#">Cost Sharing</a>	<a href="#">Budget Pages</a>	<a href="#">Programmatic Risk Assessment</a>	<a href="#">GATA Pages</a>	<a href="#">Assurance Pages</a>	<a href="#">Submit</a>	<a href="#">Application History</a>	<a href="#">Page Lock Control</a>	<a href="#">A</a>
Sites To Be Served 1-5				Sites To Be Served 6-10					Sites To Be Served 11-12					

## 21st Century New Awards - Sites to Be Served (Sites 1-5)

[Instru](#)

For each site to be served in FY 2025, provide the site name and information on all schools served by the site. Include:

- Site name and budget amount (site budgets can be no less than \$50,000 and no greater than \$150,000)
- Name of each school to be served
- District name and number
- Grade span of school served
- Grades to be served by 21st CCLC After-School program
- Projected school enrollment
- Projected Number of 21st CCLC After-School Participants in each hourly band. NOTE: It is recommended that 80% of students served participate in 46 or more hours.
- Up to 5 sites with up to 10 schools per site may be entered on this page. For additional sites, click on the next tab. Up to 12 total sites may be entered.

First Site Name		Site Budget									
<input type="text"/>		<input type="text"/>									
	School Name	District Name and Number	Projected School Enrollment	School Grade Span	Grades Served by 21CCLC	Less than 15 Hrs.	15-45 Hrs.	46-90 Hrs.	91-180 Hrs.	181-270 Hrs.	271 Hrs. or More
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Totals						<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Site 1 Totals						<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

# Program Specific: Goals (1 of 2)

- Goals must be SMART.
  - Specific
  - Measurable
  - Attainable
  - Relevant
  - Time Bound
- Goals should match what was proposed in the RFP.

# Program Specific: Goals (2 of 2)

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print
Goals	Graduation Courses		Program Income			Additional Requirements			Program Summary					
Goal One	Goal Two	Goal Three	Goal Four	Goal Five	Goal Six	Goal Seven								

Goals and Activities [Instructions](#)

# Program Specific: Graduation Courses

Graduation courses should match what was proposed on the RFP.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print
Goals		Graduation Courses			Program Income				Additional Requirements				Program Summary	

## State-Required Graduation Courses

[Instructions](#)

Yes  No

Is the grantee proposing to provide course(s) in the 21st CCLC program that are required under Section 27-22 of the School Code (105 ILCS 5/27-22) for receipt of a diploma from an Illinois public high school? If yes, complete this page. If no, select No and save the page before proceeding to the next page.\*

*If yes, appropriate and complete information MUST be provided on the Budget Detail page (e.g., staffing, supplies, materials, etc.).*

Save Page

## Program Specific: Program Income (1 of 2)

- **A grantee may not collect program income or fees until and unless it receives written notification from ISBE that approval has been obtained from the U.S. Department of Education.**
- If you did not propose to collect program income on your RFP, you may not request to collect program income now.
- Every grantee must certify the assurance.

# Program Specific: Program Income (2 of 2)

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	App
Goals	Graduation Courses			Program Income		Additional Requirements			Program Summary					

## Program Income

[Instructions](#)

Per the U.S. Department of Education (ED), 21st Century grantees must have prior approval to generate program income or fees. As part of the State's plan to the U.S. Department of Education, grantees will include documentation with their continuation application to collect program income or fees. All uses of approved fees and income generated are only to be used for items and activities that are allowable expenses within the 21st CCLC grant program. **Grantees may not collect program income or fees until and unless it receives written notification from ISBE that approval has been obtained from the U.S. Department of Education.** Grantees who are requesting to collect program income/fees make the request to ISBE. If ISBE provides approval, ISBE will seek secondary approval from ED on behalf of the grantee.

- Yes  No Is the grantee proposing to generate program income or fees in this upcoming Fiscal Year? If yes, complete this page. If no, select 'No,' save the page, and proceed to the next page.
- Yes  No Does the program provide assurance that it will not collect program income/fees unless and until it receives written approval from both ISBE and ED?

[Save Page](#)

# Program Specific: Additional Requirements

## (1 of 2)

Please upload the following items:

- Equitable Participation Forms
  - Any form marked "Yes" must have the school listed under a site on the "Sites To Be Served" page.
- MOUs/Principal Letters of Agreement
  - All applications are required to have memorandums of understanding (MOUs).
- Program Income Approval (if applicable)

# Program Specific: Additional Requirements

## (2 of 2)

Overview	Applicant Information Pages	Amendments	EFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control
Goals	Graduation Courses		Program Income			Additional Requirements		Program Summary					

### Additional Program Requirements

[Instructions](#)

A. By checking each box below, the applicant acknowledges that additional information is required throughout the year as noted below, and that such information will be provided promptly upon direction or request. \*

- The Spring Survey, part of the annual statewide evaluation, will be completed and submitted by the due date.
- All federal reporting data requirements will be current and complete by the set deadline so that state reports can be submitted to the US Department of Education.
- The written program evaluation will be completed internally or by an external evaluator for school year 2024-2025 and submitted to ISBE. The evaluation for the 2024-2025 school year is on schedule for completion and submission to ISBE by the due date.
- All corrective action plans submitted to ISBE have been fully implemented (if applicable), OR no correction action plans were required.
- Any and all co-applicants have signed a copy of all assurances and an original signature is on file with the applicant for review upon request.

B. The Equitable Participation of Private Schools form, provided as a hyperlink below; Principal letters/Memos of Understanding (MOUs); and if applicable, program income approval documentation from both ISBE and ED must be completed, signed, and a scanned copy of each be uploaded using the Upload button below.\*

[Equitable Participation of Private Schools](#)

[Click here for detailed instructions on how to upload a file.](#)

Browse your files to locate the required document. Double-click to display it in the Browser window. Click on the Upload button. The name of the uploaded document will display in the area below.

Choose File | No file chosen | Upload

Any uploaded files will appear below. Files can be deleted by selecting the document to be deleted and clicking on the Delete Selected Files button below. Please note that files can be deleted only until the application is transmitted to ISBE.

# Program Specific: Program Summary (1 of 2)

All changes must be preapproved by ISBE.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print
Goals		Graduation Courses			Program Income				Additional Requirements				Program Summary	

## Program Summary

[Instructions](#)

### A. Students Served\*

Number of students projected to be served in 2024-2025 as entered on the FY 2025 application.

### B. Schools Served\*

- The schools to be served are the SAME as those proposed to be served in the approved application.
  - The schools to be served are DIFFERENT from those as those proposed to be served in the approved application.
- Describe any proposed changes to the schools served and provide reasons for any such changes.

**NOTE: All changes must be approved by ISBE.**

### C. Program Changes\*

Indicate any changes in the scope of the program (from the original application) for the 2024-2025 school year.

- No Changes
- Program Changes (describe all changes below)

# Program Specific: Program Summary (2 of 2)

- Out-of-state travel for professional development requires prior approval from ISBE. Please submit [Out-of-State Travel Forms](#) to your principal consultant at least 45 days in advance.
- Evaluation Services refers to who will be conducting your Local Evaluation annually.

## E. Activity Description\*

Describe activities in each of the three areas noted below, regardless of the funding source paying for the activity.

1. Will any Professional Development activities require out-of-state travel? If yes, include in the description below an explanation of the activities and include on the Budget Detail page all the required information as outlined in the Instructions linked on that page.\*

Yes

No

(0 of 1500 maximum characters used)

2. Evaluation Services\*\*

(0 of 1500 maximum characters used)

# Cost Sharing

21<sup>st</sup> CCLC does not require cost sharing.

<a href="#">Overview</a>	<a href="#">Applicant Information Pages</a>	<a href="#">Amendments</a>	<a href="#">FFATA</a>	<a href="#">Sites To Be Served</a>	<a href="#">Program Specific</a>	<b>Cost Sharing</b>	<a href="#">Budget Pages</a>	<a href="#">Pro Risk</a>
--------------------------	---	----------------------------	-----------------------	------------------------------------	----------------------------------	---------------------	------------------------------	--------------------------

**Cost Sharing**

Yes  No Does this program require cost sharing (e.g., use of in-kind goods or services, local donations, private donations, program income)?\*

\*Required field

# Budget Pages: Technology Acquisition

- This page must be filled out if technology will be purchased. Technology purchases require prior approval from ISBE.
- This page also must be filled out for any item being purchased that costs \$500 or more per item, even if it is not technology.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Program Risk Assessment
	Technology Acquisition		ELT Pages		Allotment			Cost

## Technology Acquisition Information

Yes  No **The applicant is requesting approval to purchase technology.\* If yes, complete this page. If no, save the page and move on to the next one.**  
If yes, provide the capitalization threshold (dollar figure above which an equipment item will be depreciated)

# Budget Pages: ELT Pages: Expanded Learning Time Sites

- ELT refers to when a district extends the school day, and 21st CCLC programming occurs during this expanded time.
- Grantees that wish to use grant funds for ELT services must seek and obtain approval from ISBE before doing so.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment
Technology Acquisition			ELT Pages	Allotment				Indirect Cost Calculation
Expanded Learning Time Sites						ELT Activity Description		

Expanded Learning Time Sites

# Budget Pages: ELT Pages: ELT Activity

## Description (1 of 2)

- If you indicated "No" on the previous page, this will prepopulate "No." Save the page and continue.
- If you indicated "Yes" on the previous page, this will prepopulate "Yes." Fill out the appropriate boxes about program description, changes, and when programming will occur.

# Budget Pages: ELT Pages: ELT Activity Description (2 of 2)

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Ass P
Technology Acquisition		ELT Pages		Allotment		Indirect Cost Calculation				
Expanded Learning Time Sites							ELT Activity Description			

## ELT Activity Description

Funds from this grant are being used to support ELT services at one or more site(s).\* (This response is controlled on the Expanded Learning Time Sites page.)

- Yes  No

Sites providing ELT services are re-displayed from the previous page. Respond to the three questions for each site at which ELT services are provided.

- Describe the ELT services to be provided.
- Describe any changes from those previously approved. If no changes, enter Not Applicable.
- Indicate when the proposed ELT activities will take place.

1. Site 1

Program Description:	
Changes:	
When:	

# Budget Pages: ELT Pages: ELT Services (1 of 2)

- If you indicated "No" on the previous pages, this will prepopulate "No." Save the page and continue.
- If you indicated "Yes" on the previous pages, this will prepopulate "Yes." Fill out the total number of hours per week and who is engaged in providing ELT services.

# Budget Pages: ELT Pages: ELT Services (2 of 2)

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control
Technology Acquisition		ELT Pages		Allotment			Indirect Cost Calculation			Budget Detail		Budget	
Expanded Learning Time Sites				ELT Activity Description				ELT Services					

## ELT Services Description

[Instruction](#)

Funds from this grant are being used to support ELT services at one or more site(s).\* (This response is controlled on the Expanded Learning Time Sites page.)

- Yes
  No

Sites providing ELT services are re-displayed from the Extended Learning Time Sites page. Provide the requested information for each site at which ELT services are provided.

1. Site 1

Provide the total number of hours per week that ELT activities are offered at this site.

Indicate who is engaged in providing services during ELT. Check all that apply.

- Administrators
- School Day Teachers
- Other Non-Teaching Staff
- College Students
- Community Members
- Subcontracted Staff
- High School Students
- Parents
- Other - specify:

# Budget Pages: Allotment

This page indicates this application's allotment.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages
Technology Acquisition		ELT Pages		Allotment		Indirect Cost Calculation				

Allotment

	New21stC4421
<b>Current Year Allotment</b>	██████████
Reallotted Funds (+)	██████████
Released Funds (-)	██████████
Carryover (+)	██████████
PrePayment (+)	██████████
<b>SUB TOTAL</b>	██████████
<b>Multi-District</b>	
Transfer In (+)	0
Transfer Out (-)	0
<b>Administrative Agent</b>	
<b>ADJUSTED SUB TOTAL</b>	██████████
<b>TOTAL AVAILABLE</b>	██████████
	New21stC4421

# Budget Pages: Indirect Cost Calculation

This page provides information about this application's indirect cost rate.

Overview	Applicant Information Pages	Amendments	EFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit
Technology Acquisition		ELT Pages		Allotment		Indirect Cost Calculation					

## Indirect Cost Calculation

THIS PAGE IS INFORMATIONAL ONLY AND REQUIRES NO DATA ENTRY

Indirect cost rates will display on the Budget Detail page when they are available but will be 0% until rates are calculated and loaded for the grant year. Watch for an IWAS message indicating that rates are loaded to amend and budget for indirect costs.

### A. Rates To Be Used for Calculating Indirect Costs

1. If the program is mandated to use a RESTRICTED rate, these rates will be loaded:

*NOTE: Each individual grant may have a lower restricted rate cap.*

- a. LEAs - rates calculated from the Annual Financial Report
- b. ROEs, ISCs, EFEs, charter schools, university lab schools, and special education joint agreements - the statewide average rate
- c. Colleges and universities - 8%
- d. Not-for-profit and community organizations - as selected by the entity; options are 0%, 10% de minimis, or negotiated rate

2. If the program allows an UNRESTRICTED rate, these rates will be loaded:

- a. LEAs - rates calculated from the Annual Financial Report
- b. ROEs, ISCs, EFEs, charter schools, university lab schools, and special education joint agreements - the statewide average rate
- c. Colleges and universities - 8%
- d. Not-for-profit and community organizations - as selected by the entity; options are 0%, 10% de minimis, or negotiated rate

### B. Basis for Calculating Indirect Costs

1. If RESTRICTED rates are used, the Modified Total Direct Cost (MTDC) basis will be used.
2. If UNRESTRICTED rates are used, the basis will be MTDC for:
  - a. LEAs
  - b. ROEs, ISCs, EFEs, charter schools, university lab schools, and special education joint agreements - the statewide average rate
  - c. Colleges and universities
  - d. Not-for-profit or community organizations taking the de minimis rate of 10%
3. If UNRESTRICTED rates are used, not-for-profit or community organizations that have a negotiated rate may use a basis other than MTDC for calculating indirect costs.

**THE INDIRECT COST RATE FOR THIS PROGRAM IS: RESTRICTED**

# Budget Pages: Budget Detail (1 of 6)

- This page will be used to itemize the use of 21st CCLC funds.
- 50% of the total allotment must be spent toward programming (function codes 1000, 2110, 2120, 2130, 2140, 2150, 2220, 2230, 2540 (if used for security), 2550, 2560, 3000, and 4000).
- No more than 5% of the total allotment may be used for General Administration (function code 2300).
- No more than 10% of the total allotment may be used for Planning, Research, Development, and Research Services (function code 2620).
- Indirect Cost may not be claimed if any of the following function codes are utilized: 2510, 2520, 2570, 2640, 2660.

# Budget Pages: Budget Detail (2 of 6)

Utilize the [Description of Function Codes and Object Codes](#) document to correctly identify codes.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GAFA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print
Technology Acquisition	ELT Pages	Allocation	Indirect Cost Calculation	Budget Detail	Budget									

**Budget Detail** BUDGET BREAKDOWN (Use whole dollars only. Omit Decimal Places, e.g., \$2536) [Instructions](#)

Itemize and explain each expenditure amount that appears on the Budget Summary. Provide a complete breakdown of eligible employee benefits. Federal Funds: Please review the Instructions link for details that apply to your specific grant regarding the Teachers' Retirement System (TRS). Contact your program consultant with any additional questions you may have regarding TRS contributions. Click on the "Create Additional Entries" button to enter additional information.

[Description of Function Codes and Object Codes](#)

Function Code	Object Code	Exclude from MTDC**	Expenditure Description and Itemization	New21stC421 Funds	Delete Row
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>

[Create Additional Entries](#)

Total Direct Costs	<input type="text"/>
Less Functions 2530 and 4000, Objects 500 and 700, Contract amounts over \$50,000	<input type="text"/>
Modified Total Direct Costs	<input type="text"/>
Indirect Cost Rate %	<input type="text"/>
Maximum Indirect Cost %	<input type="text"/>
Indirect Cost	<input type="text"/>
Grand Total	<input type="text"/>
Allotment Remaining	<input type="text"/>

Total Allotment

# Budget Pages: Budget Detail (3 of 6)

If the itemized line needs to be excluded from the Modified Total Direct Costs, check this box.

Navigation tabs: Overview, Applicant Information Pages, Amendments, FEATA, Sites To Be Served, Program Specific, Cost Sharing, **Budget Pages**, Programmatic Risk Assessment, GATA Pages, Assurance Pages, Submit, Application History, Page Lock Control, Application Print

Sub-tabs: Technology Acquisition, ELT Pages, Allotment, Indirect Cost Calculation, **Budget Detail**, Budget

**Budget Detail** BUDGET BREAKDOWN (Use whole dollars only. Omit Decimal Places, e.g., \$2536) [Instructions](#)

Itemize and explain each expenditure amount that appears on the Budget Summary. Provide a complete breakdown of eligible employee benefits. Federal Funds: Please review the Instructions link for details that apply to your specific grant regarding the Teachers' Retirement System (TRS). Contact your program consultant with any additional questions you may have regarding TRS contributions. Click on the "Create Additional Entries" button to enter additional information.

Description of Function Codes and Object Codes

Function Code	Object Code	Exclude from MTDC**	Expenditure Description and Itemization	New21stC4421 Funds	Delete Row
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>

[Create Additional Entries](#)

Total Direct Costs	0
Less Functions 2530 and 4000, Objects 500 and 700, Contract amounts over \$50,000	0
Modified Total Direct Costs	0
Indirect Cost Rate %	0
Maximum Indirect Cost %	0
Indirect Cost	0
Grand Total	0
Allotment Remaining	0

Total Allotment

# Budget Pages: Budget Detail (4 of 6)

- Describe and itemize how funding will be utilized.
- Be very specific.

Navigation tabs: Overview, Applicant Information Pages, Amendments, FFATA, Sites To Be Served, Program Specific, Cost Sharing, **Budget Pages**, Programmatic Risk Assessment, GATA Pages, Assurance Pages, Submit, Application History, Page Lock Control, Application Print

Sub-tabs: Technology Acquisition, ELT Pages, Allotment, Indirect Cost Calculation, **Budget Detail**, Budget

**Budget Detail** BUDGET BREAKDOWN (Use whole dollars only. Omit Decimal Places, e.g., \$2536) [Instructions](#)

Itemize and explain each expenditure amount that appears on the Budget Summary. Provide a complete breakdown of eligible employee benefits. Federal Funds: Please review the Instructions link for details that apply to your specific grant regarding the Teachers' Retirement System (TRS). Contact your program consultant with any additional questions you may have regarding TRS contributions. Click on the "Create Additional Entries" button to enter additional information.

[Description of Function Codes and Object Codes](#)

Function Code	Object Code	Exclude from MTDC*	Expenditure Description and Itemization	New21stC421 Funds	Delete Row
<input type="text" value="v"/>	<input type="text" value="v"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text" value="v"/>	<input type="text" value="v"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text" value="v"/>	<input type="text" value="v"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text" value="v"/>	<input type="text" value="v"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text" value="v"/>	<input type="text" value="v"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>

[Create Additional Entries](#)

Total Direct Costs   
 Less Functions 2530 and 4000, Objects 500 and 700, Contract amounts over \$50,000   
 Modified Total Direct Costs   
 Indirect Cost Rate %   
 Maximum Indirect Cost %   
 Indirect Cost   
 Grand Total   
 Allotment Remaining

Total Allotment

# Budget Pages: Budget Detail (5 of 6)

Indicate how much funding will be spent on this itemized budget line.

Overview | Applicant Information Pages | Amendments | FFATA | Sites To Be Served | Program Specific | Cost Sharing | **Budget Pages** | Programmatic Risk Assessment | GATA Pages | Assurance Pages | Submit | Application History | Page Lock Control | Application Print

Technology Acquisition | ELT Pages | Allotment | Indirect Cost Calculation | **Budget Detail** | Budget

**Budget Detail** BUDGET BREAKDOWN (Use whole dollars only. Omit Decimal Places, e.g., \$2536) [Instructions](#)

Itemize and explain each expenditure amount that appears on the Budget Summary. Provide a complete breakdown of eligible employee benefits. Federal Funds: Please review the Instructions link for details that apply to your specific grant regarding the Teachers' Retirement System (TRS). Contact your program consultant with any additional questions you may have regarding TRS contributions. Click on the "Create Additional Entries" button to enter additional information.

[Description of Function Codes and Object Codes](#)

Function Code	Object Code	Exclude from MTDC**	Expenditure Description and Itemization	New21stC4421 Funds	Delete Row
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text" value="0"/>	<input type="checkbox"/>

[Create Additional Entries](#)

Total Allotment

Total Direct Costs   
Less Functions 2530 and 4000, Objects 500 and 700, Contract amounts over \$50,000   
Modified Total Direct Costs   
Indirect Cost Rate %   
Maximum Indirect Cost \*\*   
Indirect Cost   
Grand Total   
Allotment Remaining

# Budget Pages: Budget Detail (6 of 6)

If Indirect Costs will be utilized, indicate the amount in the “Indirect Cost” box.

Overview Applicant Information Pages Amendments FFATA Sites To Be Served Program Specific Cost Sharing **Budget Pages** Programmatic Risk Assessment GATA Pages Assurance Pages Submit Application History Page Lock Control Application Print

Technology Acquisition ELT Pages Allotment Indirect Cost Calculation **Budget Detail** Budget

**Budget Detail** BUDGET BREAKDOWN (Use whole dollars only. Omit Decimal Places, e.g., \$2536) [Instructions](#)

Itemize and explain each expenditure amount that appears on the Budget Summary. Provide a complete breakdown of eligible employee benefits. Federal Funds: Please review the Instructions link for details that apply to your specific grant regarding the Teachers' Retirement System (TRS). Contact your program consultant with any additional questions you may have regarding TRS contributions. Click on the "Create Additional Entries" button to enter additional information.

[Description of Function Codes and Object Codes](#)

Function Code	Object Code	Exclude from MTDC**	Expenditure Description and Itemization	New21stC4421 Funds	Delete Row
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/>

[Create Additional Entries](#)

Total Direct Costs 0  
Less Functions 2530 and 4000, Objects 500 and 700, Contract amounts over \$50,000 0  
Modified Total Direct Costs 0  
Indirect Cost Rate %   
Maximum Indirect Cost \*\* 0  
**Indirect Cost** 0

Total Allotment

Grand Total 0  
Allotment Remaining

# Budget Pages: Budget

- This page helps to more clearly see the breakdown of funding by function code.
- This page prepopulates based on what is entered and saved on the Budget Detail Page.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	<b>Budget Pages</b>	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print
Technology Acquisition		ELT Pages		Allotment			Indirect Cost Calculation			Budget Detail		<b>Budget</b>		

Budget (Read Only)

[Instructions](#)

LINE	FUNCTION	EXPENDITURE ACCOUNTING	SALARIES 100	EMPLOYEE BENEFITS 200	PURCHASED SERVICES 300	SUPPLIES & MATERIALS 400	CAPITAL OUTLAY** 500	OTHER OBJECTS 600	NONCAP EQUIP** 700	TOTAL
1	1000	Instruction								
2	2110	Attendance & Social Work Services								
3	2120	Guidance Services								
4	2130	Health Services								
5	2140	Psychological Services								
6	2150	Speech Pathology and Audiology Services								
7	2210	Improvement of Instruction Services								
8	2220	Educational Media Services								
9	2230	Assessment & Testing								
10	2300	General Administration								
13	2520	Fiscal Services*								
15	2540	Operation & Maintenance of Plant Services**								
16	2550	Pupil Transportation Services								
17	2560	Food Services								
18	2570	Internal Services**								
20	2620	Planning, Research, Dev. & Eval. Services								
21	2630	Information Services								
22	2640	Staff Services**								
23	2650	Data Processing Services**								
24	2900	Other Support Services								
25	3000	Community Services								
27	4000	Payment to Other Districts and Governmental Units								
29		Total Direct Costs								
30		Indirect Costs								
31		Total Budget								

\* If expenditures are shown, the indirect cost rate cannot be used. If a program has an unrestricted indirect cost rate, expenditures budgeted in Function 2540 will also prevent LEAs from using indirect cost.  
 \*\* Capital Outlay cannot be included in the indirect cost calculation.

# Programmatic Risk Assessment

- Make sure any prepopulated information is correct.
- Item 1.1 should directly match the information on the Applicant Information Pages: Applicant Information tab.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment
----------	-----------------------------	------------	-------	--------------------	------------------	--------------	--------------	------------------------------

PRA  
- ISBE Specific

ISBE portion of Program Risk Assessment

NOTE: Fields below may be prepopulated with data. Review any prepopulated data, revise as needed, and save the page.

## Quality of Management Systems:

1.1 How many years of experience does the project leader have managing the scope of services required under this program?

# GATA Pages: Notice of State Awards: NOSA Grant Information

- Review page, making sure all information is correct.
- Assure page by checking the box at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages
		Notice Of State Awards							
NOSA Grant Information		Prequalification Status				ICQ Conditions			

Notice of State Award

# GATA Pages: Notice of State Awards: Prequalification Status

- If any of the boxes do not say “Yes” or “Approved,” follow the directions on this page to obtain prequalification.
- Assure page by checking the box at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page 1 of 2
MOISA Grant Information		Notice Of State Awards	Prequalification Status		ICQ Conditions		Uniform Grant Agreement		Program Risk Conditions				

**Grantee Prequalification Status**

Grantee Prequalification must be complete prior to submission of this grant.

GATA Grantee Prequalification is complete

SAM Registration Expiration Date

ICQ Status  Approved

PRA Status  Approved

**Complete Grantee Prequalification Status includes the components above. This grant cannot be submitted to ISBE until the district/entity meets these requirements and the entity status above states Yes in the completion box.**

Review any deficiency above. Resources to remediate registration deficiencies may be obtained at the ISBE GATA web page, under the Prequalification and Registration Status tab, or at the links provided below for the components.

**If a checkbox and Save Page button do not appear at the bottom of this page, compare your entity's status above to the following:**

1. Grant Accountability and Transparency Act (GATA) Grantee Prequalification must be Yes. <https://grants.illinois.gov/portal>
2. System for Award Management (SAM) Registration date must be current. <https://www.sam.gov/>
3. Internal Control Questionnaire (ICQ) Status must be Approved.
4. Program Risk Assessment (PRA) and Organizational Risk Assessment (ORA) must be Approved.

If you have successfully registered but have not received an ICQ, please email your entity's region-county-district-type code, entity name, your name, email address, and phone number to the address linked below.  
[GATA@isbe.net](mailto:GATA@isbe.net)

The district/entity assures that this page has been reviewed and the prequalification status is Yes. (Check the box and save the page.)\*

# Gata Pages: Notice of State Awards: ICQ Conditions

Assure page by checking the box at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	SU
NOSA Grant Information		Notice Of State Awards	Prequalification Status			ICQ Conditions		Uniform Grant Agreement			

## Conditions - F & A ICQ

### ICQ Section 2. Quality of Management Systems (2 CFR 200.302)

No additional conditions imposed

### ICQ Section 3. Financial and Programmatic Reporting (2 CFR 200.328)

No additional conditions imposed

### ICQ Section 4. Ability to Effectively Implement Requirements

No additional conditions imposed

### ICQ Section 5. Audit (2 CFR 200.500)

Conditions: Grantee must submit, at least semi-annually, documentation to support the status of implementation of corrective action for audit findings.

Risk Explanation: Medium to high risk will result in repeated audit findings, potential questioned cost, and increase of administrative and programmatic specific conditions that will increase the cost of managing the grant program.

How to Fix: Implementation of grantee's corrective action plan.

Timeframe: When corrective action is complete.

In order to save the page, the entity must assure that this page has been reviewed and conditions accepted.

- If conditions 2-5 are not noted above and if there is no checkbox displayed below, the Fiscal ICQ has not been approved.
- The Fiscal ICQ must be completed annually by the organization's administrator in the GATA Grantee Portal (<https://grants.illinois.gov/portal/>) and approved by ISBE prior to submitting your application.
- If the Fiscal ICQ has been approved but error messages continue, please email your entity's GATA ID number, Region-County-District-Type (RCDT) code, entity name, and your name, email address, and phone number to: [gataicq@isbe.net](mailto:gataicq@isbe.net)

The district/entity assures that this page has been reviewed and conditions accepted. (Check the box and save the page.)\*\*

Save Page

# Gata Pages: Notice of State Awards: Program Risk Conditions

Assure page by checking the box at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	
NOSA Grant Information		Notice Of State Awards	Prequalification Status					Uniform Grant Agreement			ICQ Conditions			Program Risk Conditions

# GATA Pages: Uniform Grant Agreement: UGA Overview

This page gives an overview of the UGA tabs.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control
Notice Of State Awards				UGA Parts One, Two, and Three				Uniform Grant Agreement		Exhibits		UGA Summary	
UGA Overview													

## Uniform Grant Agreement Overview

The Uniform Grant Agreement (UGA) is divided into three parts along with exhibits.

Part One contains the uniform requirements applicable to all grants in the State of Illinois.

Part Two contains additional agency-specific requirements.

Part Three contains grant or program-specific requirements. It includes information that is currently in ISBE's Program-Specific Terms of the Grant, including financial and performance reporting requirements, applicable state and federal rules and regulations, and other specific requirements, restrictions, or limitations for the grant program or project.

Exhibits are provided as follows:

- Exhibit A - Project Description
- Exhibit B - Deliverables or Milestones
- Exhibit C - Payment
- Exhibit D - Contact Information
- Exhibit E - Performance Measures
- Exhibit F - Performance Standards
- Exhibit G - Specific Conditions

Once Parts One, Two, and Three and the Exhibits have been assured to, via check boxes on the applicable pages, complete the UGA Summary page.

# GATA Pages: Uniform Grant Agreement: UGA Parts One, Two, and Three

- Make sure any prepopulated information is correct.
- Indicate the tax identification for the grantee.
- Assure page by checking the boxes at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit
Notice Of State Awards								Uniform Grant Agreement			
UGA Overview		UGA Parts One, Two, and Three					Exhibits				

# GATA Pages: Uniform Grant Agreement: Exhibits

Assure page by checking the box at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	APP H
Notice Of State Awards							Uniform Grant Agreement					
UGA Overview		UGA Parts One, Two, and Three					Exhibits					

# GATA Pages: Uniform Grant Agreement: UGA Summary

Assure page by checking the box at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control
Notice Of State Awards							Uniform Grant Agreement						
UGA Overview		UGA Parts One, Two, and Three					Exhibits			UGA Summary			

## Uniform Grant Agreement Summary

NOTE: The below check boxes will be automatically filled in as each of the separate Uniform Grant Agreement sections are read and completed.

- Part One - The Uniform Terms
- Part Two - The Grantor-Specific Terms
- Part Three - The Project-Specific Terms - Currently within the Program Assurances
- Exhibits
- The above check boxes accurately reflect that the Uniform Grant Agreement was completed.\*

Save Page

# Assurance Pages: Program Assurance, State Assurances, Debarment, Lobbying, GEPA 442, and GATA Assurances

Assure the pages by checking the boxes at the top of each page.

<a href="#">Overview</a>	<a href="#">Applicant Information Pages</a>	<a href="#">Amendments</a>	<a href="#">FFATA</a>	<a href="#">Sites To Be Served</a>	<a href="#">Program Specific</a>	<a href="#">Cost Sharing</a>	<a href="#">Budget Pages</a>	<a href="#">Programmatic Risk Assessment</a>	<a href="#">GATA Pages</a>	<a href="#">Assurance Pages</a>	<a href="#">Submit</a>	<a href="#">Application History</a>
<a href="#">Program Assurances</a>		<a href="#">State Assurances</a>		<a href="#">Debarment</a>		<a href="#">Lobbying</a>		<a href="#">GEPA 442</a>		<a href="#">GATA Assurances</a>		

## GATA Assurances

By checking this box, the applicant/award recipient (hereinafter the term applicant includes award recipient as the context requires), hereby certifies and assures the Illinois State Board of Education that he/she has reviewed the:

1. NOSA Grant Information page
2. Prequalification Status page
3. ICQ Conditions page and assures the conditions have been accepted
4. Program Risk Conditions page and assures the conditions have been accepted
5. Parts One, Two, and Three of the Uniform Grant Agreement and confirms the Agreement terms
6. Exhibits to the UGA
7. UGA in its entirety

Save Page

# Assurance Pages: Assurances

Assure all the assurances by signing the page at the bottom.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Acco P
Program Assurances		State Assurances		Debarment		Lobbying		GPA 442		GATA Assurances		Assurances		

Assurances

[Instructions](#)

**GRANT AGREEMENT:** The submissions made to the Illinois State Board of Education by the applicant and the terms and conditions described in each tab of this application shall constitute the grant agreement between the applicant and the Illinois State Board of Education for the use of the funds described in the "Budget Detail" tab. This grant agreement shall be deemed to be entered into when the application has been approved by the Illinois State Board of Education. This grant agreement constitutes the entirety of the agreement between the parties and supersedes any other agreement or communication, whether written or oral, relating to the award of the grant funds. The person submitting this application on behalf of the applicant certifies and assures the Illinois State Board of Education that he or she has been duly authorized to file this application for and on behalf of the applicant, is the authorized representative of the applicant in connection with this grant agreement, and that he or she is authorized to execute these Certifications and Assurances, and Standard Terms of the Grant on behalf of the applicant. Further, the person submitting this application on behalf of the applicant certifies under oath that all information in the grant agreement is true and correct to the best of his or her knowledge, information and belief, that grant funds shall be used only for the purposes described in this agreement, and that the award of this grant is conditioned upon this certification. This grant agreement may not be amended or modified except as by receiving approval for an amendment through the IWAS application process or otherwise by the approval of the Illinois State Board of Education. By hitting "submit" on the submit page, this grant agreement shall be deemed to be executed on behalf of the applicant.

The authorized representative of the applicant who will affix his or her signature below certifies that he or she has read, understood, and will comply with all of the provisions of the following certifications, and assurances.

The person approving these Grant Application Certifications and Assurances hereby certifies and assures the Illinois State Board of Education that the person submitting the final application on behalf of the applicant (and thereby executing the grant agreement with the Illinois State Board of Education) has the necessary legal authority to do so.

The person approving this application certifies (1) to the statements contained in the list of certifications, and (2) that the statements herein are true, complete, and accurate to the best of his/her knowledge. He/she also provided the required assurances and agrees to comply with any resulting terms if an award is accepted. He/she is aware that any false, fictitious, or fraudulent statements or claims may subject him/her to criminal, civil, or administrative penalties, in accordance with applicable federal and state law, including, but not limited to, 18 U.S.C. 101, the federal False Claims Act (31 U.S.C. 3729 et seq.), and the Illinois False Claims Act (740 ILCS 175/). The list of certifications and assurances is included below and/or incorporated into the Uniform Grant Agreement contained herein.

**NOTE:** These boxes will be automatically filled in as each of the separate certifications/assurances are read and completed.

- Assurances for 21st Century Community Learning Centers - New Awards
- Grant Application Certifications and Assurances (State Assurances)
- Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion; see the Overview page for Instructions
- Certification Regarding Lobbying
- GEPA 442 Assurances
- GATA Assurances

4/23/2021

Signature of School District Superintendent / Agency Administrator

Signature of Board-Certified Delegated Authority for the School District Superintendent

# Submit

- Consistency check must be completed before an application can be submitted
- Access levels below District Administrator will submit completed application to District Administrator
- District Administrator is the only access level that can submit application to ISBE

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit
----------	-----------------------------	------------	-------	--------------------	------------------	--------------	--------------	------------------------------	------------	-----------------	--------

Submit

Assurances must be reviewed and approved by your Local IWAS Administrator before you can submit your application.

Consistency Check	Lock Application	Unlock Application
-------------------	------------------	--------------------

# Application History

This page documents every person who worked on the application and what role they played.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History
----------	-----------------------------	------------	-------	--------------------	------------------	--------------	--------------	------------------------------	------------	-----------------	--------	---------------------

Application History(Read Only)

# Page Lock Control

- Application locks when sent to ISBE
- If an application is sent back to the grantee to correct, the page must be unlocked to save any changes.
- Only unlock the pages that will be changed

Overview Applicant Information Pages Amendments FFATA Sites To Be Served Program Specific Cost Sharing Budget Pages Programmatic Risk Assessment GATA Pages Assurance Pages Submit Application History **Page Lock Control** Application Print

Page Review Status [Instructions](#)

Expand All

21st CCLC New Awards Page Status Open Page for editing

# Application Print

- This page allows the application to be printed.
- Grantees may pick and choose which pages to print.

Overview	Applicant Information Pages	Amendments	FFATA	Sites To Be Served	Program Specific	Cost Sharing	Budget Pages	Programmatic Risk Assessment	GATA Pages	Assurance Pages	Submit	Application History	Page Lock Control	Application Print
----------	-----------------------------	------------	-------	--------------------	------------------	--------------	--------------	------------------------------	------------	-----------------	--------	---------------------	-------------------	-------------------

Selectable Application Print

---

**Request Print Job**

21st CCLC New Awards

---

**Requested Print Jobs**

**Completed Print Jobs**

# Creating an Amendment

Select the application and click “Create Amendment.”

District Name: [REDACTED] RCDT [REDACTED] County: [REDACTED] [Instructions](#)

Application Select

This Program Allows you to have multiple projects.  
Would you like to create a new project for the current year?  Yes

[Click to view LEA Dashboard](#)

Select an application from the table below and press one of the following buttons:

[Open Application](#) [Create Amendment](#) [Delete Application/Amendment](#) [Review Checklist](#) [Print All](#) [Review Checklist Print All](#)

	Application / Amendment	Original Submit Date	Status	Status Date	Consent
<a href="#">2024-2025</a>	23-4425-02 Original Application - FY23 Cohort-Project 2		Not Submitted		

# 3. Expenditure Reporting

Presented by the Funding &  
Disbursements Department

# Electronic Expenditure Reporting



Can only be completed electronically through the Electronic Expenditure Reporting System in IWAS



Each report must be cumulative, meaning you must report everything paid between the start date and the through date, even if it was reported on a previous report.



Reports are always due 20 calendar days after the through date

# Required Expenditure Reports

## Quarterly

- **September 30** – Due October 20
- **December 31** – Due January 20
- **March 31** – Due April 20
- **June 30** – Due July 20

## End-Date Report

- If your end date is after 6/30, an expenditure report will be required with a thru date that matches the project end date.
- e.g., if your grant ends 8/31, you must submit an 8/31 report.

## GATA Required

- Required whenever an original application is approved more than 30 days after the project start date
- e.g., if your project is approved on 8/22, but the project start date is 7/1, you will be required to submit an expenditure report with a thru date between 8/22 and 8/31

## Liquidation Report

### Commitment Amount

- If you claim a commitment amount on any expenditure report, you are required to submit an additional expenditure report at the end of the following month liquidating that amount.

### Outstanding Obligations

- If you claim an outstanding obligation on an end-date report, your project will remain open, and you will have 90 days following your grant end date to submit an expenditure report that liquidates those obligations.

# Obligation Vs. Expenditure

- Typically, something is considered an obligation on the date when:
  - a written commitment to acquire property has been made
  - a service has been performed
  - a binding written commitment to obtain services/work has been made
  - a utility service has been received
  - travel has been taken/completed
  - a rental property has been used
  - A pre-agreement cost was approved by the state
- You should not claim something as an expenditure until the payment has been made
- If you are claiming year-end outstanding obligations, they must have been obligated prior to the project end date, and you have 90 days following the project end date to submit an expenditure report that liquidates those obligations and finalizes the project.

# Accessing the Electronic Expenditure Reporting System

- Log into IWAS
- Select 'System Listing' from the column on the left
- Scroll to the 'reporting' system and select 'Electronic Expenditure Reports'
  - Please contact your direct supervisor if you do not have access



# Creating/Submitting an Expenditure Report (1 of 4)

- Select 'Create a new report'
- Select your project's fiscal year, and then find and select the project's program information

## ELECTRONIC EXPENDITURE REPORTS FISCAL YEAR & PROGRAM SELECTION SCREEN

Please Choose a Year and Program.


**Fiscal Year:** 2023  *(project year)*

**Program:** 4300-00 Title I - Low Income

# Creating/Submitting an Expenditure Report (2 of 4)

- Select the thru date you would like to use
  - The thru date you select will determine what expenditures you submit. Please ensure you are only submitting expenditures incurred between the start date and the thru date.

Please select a Thru Date / Current Date as Thru Date.

<b>Select Thru Date</b>	<b>OR</b>	<b>Current Date</b>
<input checked="" type="radio"/> 02/28/2023 		<input type="radio"/> 03/09/2023
02/28/2023		
09/30/2022 @#		

**Legend :**

- @ - Expenditure Report is Required for this Thru Date.
- # - Expenditure Report has been Processed at ISBE for this Thru Date.
- + - Outstanding obligations reported.

Check here to copy previously submitted expenditures

<< Back Close Window Continue >>

# Creating/Submitting an Expenditure Report (3 of 4)

## Section I

### Project Information

Please review this information to ensure you have the correct report pulled before continuing

**Title I - Low Income**  
**FISCAL YEAR 2023 EXPENDITURE REPORT**

**SECTION I. - PROJECT INFORMATION**

Please update the 'CONTACT PERSON', 'TELEPHONE NUMBER' and 'FAX NUMBER' with your name and number(s) so that we may contact you for any questions about this expenditure report.

PROJECT NUMBER		DISTRICT NAME		DUE DATE	PROJECT START DATE
2023-4300-00-		[REDACTED]		03/20/2023	08/30/2022
EXPENDITURE REPORT SUBMISSION DATE	CUMULATIVE EXPENDITURES THROUGH DATE	CONTACT PERSON	TELEPHONE NUMBER	FAX NUMBER	PROJECT END DATE
03/09/2023	02/28/2023	[REDACTED]	[REDACTED]	[REDACTED]	06/30/2023

PROJECT SUMMARY	AMOUNT
BUDGET AMOUNT	\$213,111
PRE-PAYMENT AMOUNT**** (PP)	\$0
CARRYOVER ALLOTMENT (COA)	\$62,128
CURRENT YEAR ALLOTMENT (CYA)	\$150,983
TOTAL ALLOTMENT (PP+ADJ+COA+CYA)	\$213,111

\*\*\* Pre-payments are disbursements made in the prior year project applied to the current year project. Line 31 includes the pre-payment amount.

# Creating/Submitting an Expenditure Report (4 of 4)

## Section II + III Expenditures

Please enter all cumulative expenditures paid between the start date and selected thru date

### Budget Indicators

- You may only enter information into the cells marked with a bold letter **B**
- You can click on the letter **B** to see the total budget for that cell
- Please verify there are no amendments awaiting approval before starting an expenditure report; if a new budget is approved while your report is still processing, it may result in a system error that will require you to submit another report.

apps.isbe.net says

SECTION II. - EXP

Your budgeted amount for this cell is \$93,963.

Please enter your CUMULATIVE amount for each cell, click on 'THROUGH DATE' or hover the mouse pointer over the mouse pointer.

OK

LINE	FUNC	EXPENDITURE ACCOUNTING 2	SALARIES 3 (Obj 100's)	EMPLOYEE BENEFITS 4 (Obj 200's)	PURCHASED SERVICES 5 (Obj 300's)	SUPPLIES & MATERIALS 6 (Obj 400's)
1	1000	Instruction	39152 <b>B</b>	13072 <b>B</b>	0	0 <b>B</b>
2	2110	Attendance & Social work Services	0	0	0	0

# Allowable Variance Update

Effective with FY 2026 projects, the variance allowed in expenditure reporting is more restrictive than FY 2025 and prior.

- Previously, grantees were allowed to submit expenditure in excess of 10%, or \$1,000 per an object total, whichever was greater, without going over the total budget.
- Starting with FY 2026 projects, grantees are limited to reporting expenditure in excess of 10%, or \$50,000 cumulatively, across all budgeted cells, whichever is less, without going over the total budget. Any variance greater than the new limitation must be addressed by completing a budget amendment.

**All budget amendments for FY 2026 projects must be submitted to ISBE no later than 30 days before the project ends, either May 31 for projects ending June 30 or August 1 for projects ending August 31**

# Creating/Submitting an Expenditure Report (1 of 7)

## Section IV – Approved Indirect Costs

- If you qualify for indirect costs, you may enter them on line 30 so long as they do not exceed the max indirect cost in the line above
- If the max indirect cost is \$0, the ‘total’ cell will not be editable

### Max Indirect Costs Expended Calculation

Total of Lines 1-28	Max Indirect Cost Expended for this Report
52224	0

### SECTION IV. - APPROVED INDIRECT COSTS (Line 30)

LINE	EXPENDITURE ACCOUNTING 2	TOTAL 11
30	Approved Indirect Costs X 1.02 %	0

# Creating/Submitting an Expenditure Report (2 of 7)

## Section V (A) – Outstanding Obligations

- An outstanding obligation is any liability for which funds are committed prior to the end of the reporting period and is expected to be paid within 90 days
  - This is typically only available to report at the end of the grant period and isn't necessary before that time.
  - **If you include outstanding obligations on your end-date report, your project will not be finalized. You will need to submit an additional report liquidating those outstanding obligations within 90 days of your project end date to finalize your project.**

## Section V (B) – Commitment Amount

- A commitment amount is an advanced payment for an upcoming expense
  - **You must expend these funds within the following month and submit an additional month-end report to show how they were spent**
  - Example: If you request \$300 on your 12/31 report, you will have all of January to spend that \$300; you will need to submit a 01/31 report showing those funds as expended
  - **You cannot request an additional commitment amount until the prior amount has been fully expended.**

# Creating/Submitting an Expenditure Report (3 of 7)

## Section VI – Calculate Totals

- After you have completed Sections I-V, press the ‘calculate totals for following sections’ button.
  - You may receive a pop-up asking you to review certain sections or exceptions; if you make any changes to the above sections you will need to press the calculate button again.
  - If you receive a message saying “amount exceeds X% of the current approved budget” this is not an error, just a warning. If your numbers are correct, select ‘ok’ to continue.

# Creating/Submitting an Expenditure Report (4 of 7)

## Section VI (A) Expenditure split for amounts expended after June 30

This section appears when a grant crosses fiscal years and your expenditures are greater than your previous report. This section is wanting to know if any of your new (not previously reported) expenses are for activities that occurred in the prior fiscal year.

- The message in red will say, “\$X.XX has been expended since June 30. Please provide a split of \$X.XX between Lines A and B.”
  - Line A - How much of this amount paid for activities or obligations that occurred June 30 or prior? (If none, enter \$0.)
  - Line B - How much of this amount paid for activities or obligations that occurred after July 1?

## Section VI (B) Outstanding obligations split for amounts obligated after June 30

This section appears when you have reported outstanding obligations, and the project end date is after June 30

- The message in red will say “\$X.XX has been reported as outstanding obligations. Please provide a split of \$X.XX between Lines A and B.”
  - Line A – How much of this amount was obligated on or before June 30?
  - Line B – How much of this amount was obligated after July 1?

# Creating/Submitting an Expenditure Report (5 of 7)

## Section VII + VIII – Total Direct Costs

- These are read-only sections; please review for accuracy

## Section IX – Total Expenditures

- This section provides the total value of the expenditures you have submitted.
  - **Please make sure this matches your total cumulative expenses from the start of the grant period through the expenditure through date**

# Creating/Submitting an Expenditure Report (6 of 7)

## Section X – Cash Summary

- This section will summarize the information you are about to submit. **Please make sure this information matches your records before you submit the report.**
  - Line 32 – Vouchered to Date: Shows how much we have previously reimbursed you
  - Line 33 – Cumulative Expenditures YTD: The amount you have submitted on this report
  - Line 34 – Outstanding Obligations: The obligations you claimed in this report
  - Line 35 – Total Exp + Obligations: Line 33+34
  - Line 36 – Commitment Amount: The commitment amount claimed in this report
  - Line 38 – Balance – Line 32-33:
    - A negative amount means ISBE will be reimbursing you
    - A positive amount means you have excess cash on hand
  - Line 39 – Adjusted Commitment Amount: The commitment amount we will be sending you. It can be less than line 36 if you have a positive balance.

# Creating/Submitting an Expenditure Report (7 of 7)

## Section XI – Submit Expenditure Report

You will see the following options

- **Calculate and Save** – This button saves the report as a pending/draft document
- **Submit for Approval** – This button will send the report to the next approval level within your organization
  - **Approvers Only** – You will see two different buttons
    - Disapprove – Will send the report back to the document author
    - Approve – Will send the report forward to the next approval level
- **Submit to ISBE or Approve** (if you are the RCDT/District Admin) – This button will send the report to ISBE.
  - Once the report has been submitted to ISBE, it cannot be edited or deleted.
    - If you discover an error on your report and it is NOT a final report, you will need to make the correction on the next available expenditure report
    - If you discover an error on your report and it IS a final report, you will need to contact the Funding and Disbursements Department to request access to submit a new final report. You may contact us at 217-782-5256
    - You will receive a pop-up asking if your expenditures are cumulative. This will be your FINAL OPPORTUNITY to adjust your report. Clicking 'ok' will send the report to ISBE
- **Return to Main Screen** – This button WILL NOT SAVE the document and will return the user to the main screen

# Additional Information

- Required reports **MUST** be submitted first
- Only one report per project can be submitted at a time
- All reports submitted to ISBE by 11:59 p.m. will be loaded the next business day
- Required reports are DUE at ISBE on the 20th of the month following the quarter or month-end. **The report MUST be submitted to ISBE by 11:59 p.m. on the 19th to ensure receipt by ISBE on the 20th**
- If the required reports are not submitted in a timely manner, the project will be **FROZEN**, and no further disbursements will be made until the required report has been received at ISBE.
- **You must continue to submit required reports until the grant period concludes and the final expenditure report is submitted, even if you have fully expended your funding.**

## We're Here to Help!

If you need additional assistance submitting your expenditure report, you may contact Funding and Disbursements by calling 217-782-5256

**\*Please have your RCDT number and project number(s) ready when you call.\***

# 4. Technical Assistance

Presented by ACT Now

# ACTNOW

Afterschool for Children & Teens

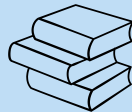
Afterschool for Children and Teens Now (ACT Now) is a statewide coalition that works to ensure there are high-quality, affordable afterschool/OST programs available for youth across the state of Illinois.



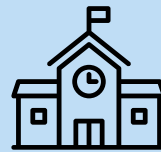
Policy Advocacy



Quality Initiatives



Professional Development



Community Schools

## WHAT TA LOOKS LIKE

- Town Hall Meetings
- Advisory Council Meetings
- Community Calls
- Stand-Alone TA Events
- Access to Quality Standards and QPSA
- Access to me for any 1:1 support



Email me!

# 5. Evaluation

Presented by EDC

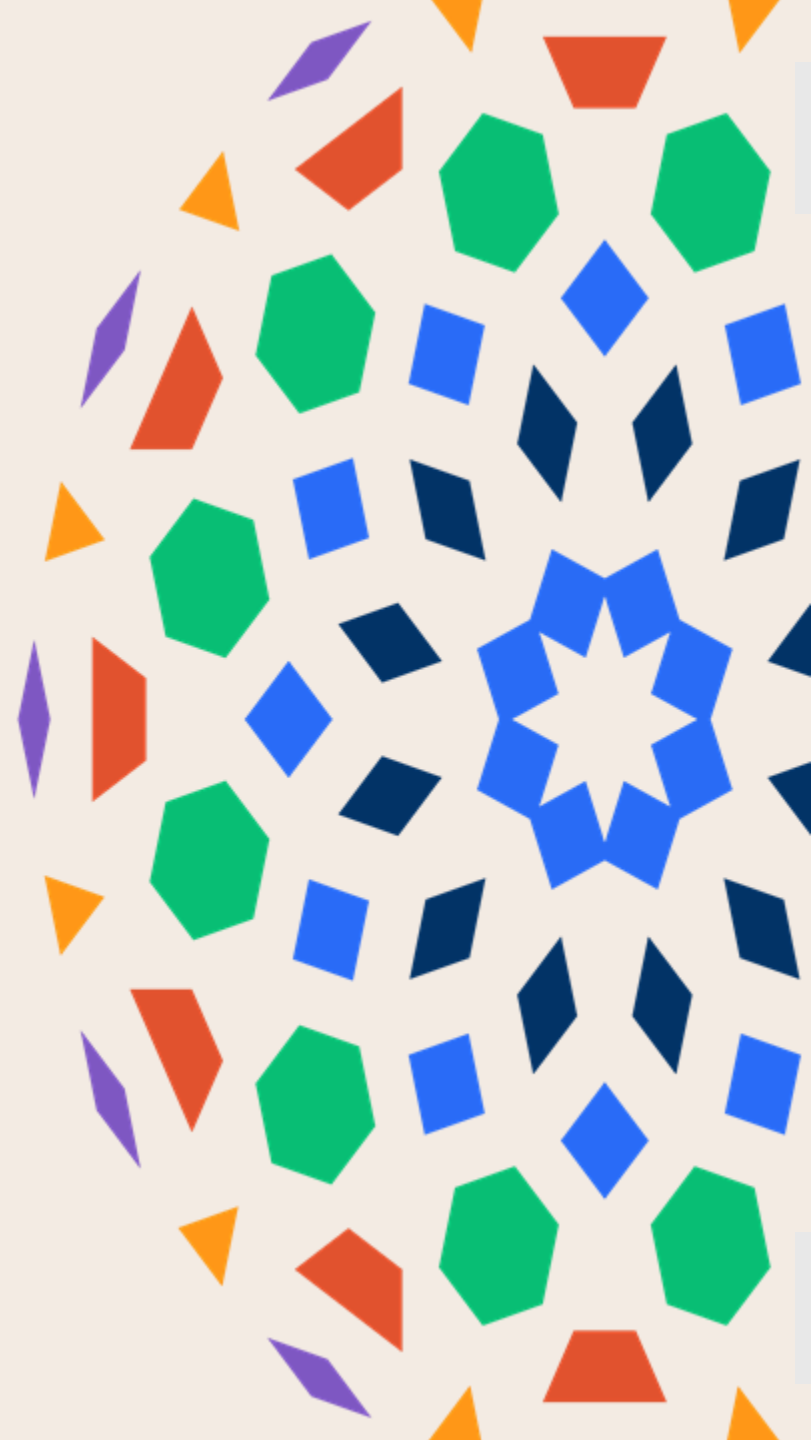


# ISBE 21<sup>st</sup> CCLC Statewide Evaluation Overview

Leslie Goodyear, Sophia Mansori, Alemayehu Bekele,  
Sheila Howard, and Nora van Wassenauer

May 4, 2026

---



# Agenda



- Introduction to the EDC team
- Overview of the statewide evaluation
- Grantee evaluation expectations and activities

Overview of the statewide evaluation

## Our goal

To provide ISBE with instructive, relevant, and actionable data and information on the progress of the 21<sup>st</sup> CCLC program and grantees toward meeting the state's program objectives.

### **Our Team**

Leslie Goodyear  
Sophia Mansori  
Alemayehu Bekele  
Sheila Howard  
Nora van Wassenaer

## Overview of the statewide evaluation

# Guiding Questions

- How do grantees support **academic achievement and overall student success** for program participants?
- What strategies are grantees implementing that support **increased student attendance and graduation** from high school?
- How are grantees supporting the development of participants' **social-emotional skills**?
- How are grantees **collaborating with the community**?
- How are grantees **coordinating with schools** to serve students and families with the greatest needs?
- What **professional development and training opportunities** are provided to program personnel?
- In what ways are 21st CCLC programs **coordinating and collaborating** with school and community-based partnerships to supplement the program and **work toward sustainability and self-sufficiency**?

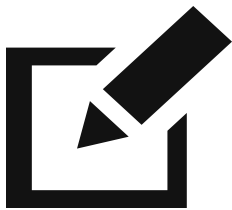
## Overview of the statewide evaluation

# What is included in the statewide evaluation?

- We complete an **annual evaluation report** on the program as a whole for the state, based on the following data :
  - The annual statewide evaluation survey
  - Local evaluation reports submitted by grantees
  - Data from the Data Warehouse system
- We conduct **site visits** to learn about grantee accomplishments:
  - This year, are visiting a selection of grantees in cohort 2025; your program may be visited in your second or third year of implementation
- We provide support and **technical assistance** for grantees on evaluation:
  - Recordings and presentations (past and future) are be available on the ISBE website

## Grantee evaluation expectations and activities

### Grantee data reporting requirements



- ✓ Annual local evaluation report for each grant
- ✓ Annual Statewide Evaluation Survey for each grant
- ✓ APR data and student roster information submitted to the IIRC system for each term

## Grantee evaluation expectations and activities

### Local evaluation reports

- Grantees are required to submit an annual local evaluation report each year (one per grant).
- Reports are due in January for the prior fiscal year. For example, FY26 (July 1, 2025-June 30, 2026) reports are due January 15, 2027.
- **Given that there are only a few months left in FY26, we will follow up with guidance on reporting for this year.**
- To learn about expectations for annual reports, review templates available on the ISBE 21<sup>st</sup> CCLC website:  
<https://www.isbe.net/Pages/21CCLC-LE.aspx>

Grantee evaluation expectations and activities

## Annual statewide evaluation survey

The annual statewide evaluation survey is implemented in June each year.

The annual statewide evaluation survey collects information about grantee implementation during the previous year. We want to learn about your progress and challenges.

**Given the timing of your grant award, we will follow up with guidance on whether you will be expected to submit a survey this June.**

Grantee evaluation expectations and activities

## Evaluation webinars and technical assistance








- Webinar to provide guidance on Annual Evaluation Survey (Date TBA)
- Plan to identify additional topics for webinars in the next year. What do you need help with?
- Email us with your ideas, questions and concerns:


[21stCCLC.Evaluation@edc.org](mailto:21stCCLC.Evaluation@edc.org)

# Find statewide evaluation information on the ISBE website

The screenshot shows the ISBE website interface. At the top, there is a dark blue header with the Illinois State Board of Education logo and navigation links for 'Careers at ISBE', 'Contact Us', and social media icons. Below the header is a white navigation bar with links for 'Log Into ELIS', 'Log Into IWAS', 'Become a Teacher', 'Public School District Lookup', 'FRIS Inquiry', 'IL Report Card', 'About the Agency and Board', and 'Topics A-Z'. A breadcrumb trail indicates the current page: 'Home > School Wellness > Out of School Time > Nita M. Lowey 21st Century Community Learning Centers > 21st CCLC: Current Grantees'. On the left, a sidebar menu highlights '21st CCLC: Current Grantees' with sub-links for '21st CCLC: Local Evaluation' and '21st CCLC: Benchmarking and Monitoring'. The main content area features the heading '21st CCLC: CURRENT GRANTEEES' and a paragraph explaining the page's purpose. Two green buttons are shown, with a red arrow pointing to the '21st CCLC: Local Evaluation' button.

System Quick Links ▾ Search...  **ILLINOIS STATE BOARD OF EDUCATION** Careers at ISBE Contact Us      Translate ▾

**Log Into ELIS** **Log Into IWAS** **Become a Teacher** **Public School District Lookup** **FRIS Inquiry** **IL Report Card** **About the Agency and Board** **Topics A-Z**

 > [School Wellness](#) > [Out of School Time](#) > [Nita M. Lowey 21st Century Community Learning Centers](#) > **21st CCLC: Current Grantees**

**SCHOOL WELLNESS**  
Out of School Time  
Nita M. Lowey 21st Century Community Learning Centers

**21st CCLC: Current Grantees**

- 21st CCLC: Local Evaluation
- 21st CCLC: Benchmarking and Monitoring

**RESOURCES**

- [21CCLC List of Documents to](#)

**SCHOOL WELLNESS**  
**21ST CCLC: CURRENT GRANTEEES**

This page is intended to help current grantees find useful information, including training webinars, Requests for Proposals, and relevant forms used by grantees within the grant cycle. The site also houses a variety of links to valuable research and resources that can assist the grantee in establishing and providing robust 21st CCLC programming.

 **21st CCLC: Local Evaluation** **21st CCLC: Benchmarking and Monitoring**



Thank you

Merci

Gracias

شكرا

Contact the evaluation team at any time:

**21stCCLC.Evaluation@edc.org**

---

Follow  
Us!



# 6. Benchmarking

Presented by NIU

# Operational Data Collection and Submission

- The 21<sup>st</sup> CCLC Data and Benchmarking Tool is used for programmatic data submission to the state and federal 21<sup>st</sup> CCLC program offices
- Grantees submit data through the tool to the state, and NIU automatically reformats your data and submits it to the federal data collection system (21APR)

# Accessing the Tool



**ILLINOIS REPORT  
CARD**  
2024-2025

[ISBE Data Library](#) [Take the Survey](#) [Español](#) [Help/FAQ](#) [Login](#)

## FIND YOUR SCHOOL

Go beyond test scores and get a snapshot of every Illinois public school.

[State Snapshot](#) or [Select from list](#)

Click on “Login: on the main screen at [IllinoisReportCard.com](https://IllinoisReportCard.com)

# Logging Onto the Tool

- Log in to MyIRC.
- Credentials are established for directors as part of the onboarding process.
- Click “contact us” if you need assistance

## MyIRC/MyIPP Account Login

Login to the system using your Microsoft Office or Google credentials. Based on your role assigned in the system, the MyIRC and/or MyIPP datasets and features to which you have access will be enabled.

If you need help logging in, [contact us](#).



Sign in with Microsoft



Sign in with Google

OR

Sign in with your email

# The MyIRC Home Page

- Click the green box titled “Nita M. Lowey 21<sup>st</sup> Century Community Learning Centers Data” to access the data tool
- For most 21<sup>st</sup> CCLC users, this is the only active tile you can use in MyIRC

Click an icon below to access key information and resources.

The screenshot displays the MyIRC Home Page interface. It features five main tiles on the left, each with an icon and a title:

- My Nita M. Lowey 21st Century Community Learning Centers Data**: Access to Student Rosters and Reporting Resources.
- My Educator Preview**: View your school(s) data on the Illinois Report Card public-facing website. Contact MyIRC@niu.edu for more information regarding access to this application.
- My Data Dashboard**: My Data Dashboard (formerly Ed360) provides data related to critical performance metrics. Contact MyIRC@niu.edu for more information regarding access to this application.
- My Principal Entry Form**: Update your school highlights on the Illinois Report Card at any time. Contact MyIRC@niu.edu for more information regarding access to this application.
- My Data Review and Verification Tool**: Review calculated Report Card metrics in advance of the Report Card release. Contact MyIRC@niu.edu for more information regarding access to this application.

On the right side, there is a sidebar with three sections:

- myProfile**: Shows the user's name (Nehemiah A), contact information (nankoor@isbe.net), and entity (Grant21CCLC). Includes an "Update Profile" link.
- myRoles**: Shows the user's role (ISBE Sample Grant - 1000000025c5 21st Century Grant Administrator) and a note about access based on the role. Includes a "Contact us" link.
- myTools**: Includes "Data Services" and "Helpful Tips" (Tip: Roles for most ISBE applications are set in ISBE's Employment Information System).

Need Help ? Contact: myirc@niu.edu or call 815-753-0978.

# Data Center Portal in MyIRC

Nita M. Lowey 21st Century Community Learning Centers Data

Nehemiah Help

ISBE Sample Grant - 10000000025c5

Go



## Data Center

Upload your grant data



## Event Management

Manage Events at your Grants/Centers



## Student Data

View your student data records.



## Grant Analytics

Compare your Grant's data with others



## 21 APR

View reports for 21 APR submission.



## SEA Reports

View your State level Reports



## State Summary Reports

View your State level Summary Reports

## Notifications

8/22/2024

Submission window for grantees to submit term data for Summer 2024 is now open. Grantees can submit their term data through September 30, 2024.

5/26/2023

Grantees should submit GPA & Behavior information for the students who attended only for the Fall term (if any), after submitting Spring Attendance File.  
[Review GPA & Behavior information collected by 21APR under Outcomes section.](#)

5/26/2023

Submission window for grantees to submit term data for Spring 2023 will be opened on May 30, 2023. Grantees can submit their term data through July 18, 2023.  
**Note:** Starting Spring 2023, Grantees should submit the GPA & Behavior information while submitting the Spring Attendance File.

[Review GPA & Behavior information collected by 21APR under Outcomes section.](#)

[View Previous Messages](#)

# Required Data for Reporting

Required data includes:

- Roster/attendance
  - Student IDs must be accurate
- Participation in hours
- Activities provided
- Family participation
- Outcomes

More details are available on the site.

# Important Deadlines

- May 26 through July 10, 2026
  - Submission of Spring 2026 term data

# Thank You! Questions?

- Contact NIU any time at
  - 815-753-0978
  - 21stcclc@niu.edu

# 7. Monitoring

# Purpose of Monitoring

ISBE conducts routine monitoring on 21st CCLC programs to:

- Develop and nurture relationships between ISBE and program personnel
- Highlight program successes
- Identify opportunities/needs for technical assistance
- Assess and respond to program risk

# Monitoring Overview

ISBE conducts three tiers of monitoring. This enables ISBE principal consultants to gain invaluable insights into a program's dynamics and progress.

- Tier I – Biannual Calls
- Tier II – Desktop Audit
- Tier III – Onsite Visit

# Tier I Monitoring – Biannual Calls

- Every grantee is required to participate in Tier I monitoring twice per year, and all co-applicants must be invited to the meeting.
- Monitoring takes place July-December and January-June.
- Your principal consultant will contact you via email to schedule your biannual call. In the email, you will be asked to complete a questionnaire and return it at least 24 hours before your call. Plan on your call lasting about one hour.

# Tier II Monitoring – Desktop Audit (1 of 3)

## Purpose:

- To ensure grantees and their programs comply with 21st CCLC legislation
- To verify grantees are meeting the goals of their proposals, are offering quality programming to participants, and that data is being collected in an efficient and timely manner
- To identify any technical assistance that may be needed

# Tier II Monitoring – Desktop Audit (2 of 3)

- A desktop audit may occur when a grantee receives a medium-risk score on the Risk Analysis or due to additional requirements from a Corrective Action Plan that is in place.
- The Risk Analysis is derived from ISBE partners (EDC and NIU), along with principal consultant program knowledge. A Risk Analysis is composed of several weighted elements and criteria that are used to determine the level of additional monitoring for each grantee.
- These efforts are used to monitor program progress and compliance. Both tiers will review required documentation that aligns with Program Assurances and terms that grantees are expected to maintain.

# Tier II Monitoring – Desktop Audit (3 of 3)

Keep in mind:

- Not everyone will receive Tier II monitoring.
- Tier II monitoring is not a requirement to be monitored for Tier III.
- This is not a program evaluation.
- If chosen to participate, you will:
  - Receive an email from your assigned ISBE principal consultant explaining the purpose of the Tier II monitoring process
  - Receive a list of required desktop monitoring documents
  - Receive a due date for when documents must be submitted for review

# Tier III Monitoring – Onsite Visit (1 of 4)

- Tier III monitoring is the last part of the monitoring process.
- It is a combination of interview, onsite visit, and review of submitted documentation.
- Grantees that demonstrate high risk on ISBE's risk analysis tool may be selected for Tier III monitoring.
- The visited site is chosen from a review of the previous year's data.

## Tier III Monitoring – Onsite Visit (2 of 4)

- Grantees will be notified via email if they are required to participate in the Tier III monitoring process.
- The assigned ISBE principal consultant will coordinate with the project director to determine dates for interviews and visits.
- A request for documentation and the deadline for submission will be communicated.
- More information about this process will be given to those grantees at that time.

# Tier III Monitoring – Onsite Visit (3 of 4)

To help with documentation gathering:

- Have a designated location, either hard copy or electronic, for all documents
- Have designated personnel to file and pull documents
  - Update documents periodically
  - Review documents for validity and need
  - Remember certain documents are to be kept for three years after the program ends

# Tier III Monitoring – Onsite Visit (4 of 4)

- A modified list of documents used for Tier III monitoring is available on ISBE's website.
- All grantees are encouraged to review the list as it has the potential to enhance programming. However, grantees that will not be monitored are not required to compile the documents on the list.

# Note on Monitoring

- ISBE is looking at ways to streamline and improve our 21st CCLC monitoring process, including a greater focus on supporting continuous program improvement.
- Any adjustments that are made will be promptly communicated.

# 8. Reminders & Notes

# eGMS Applications within IWAS

- System:
  - [IWAS](#)
- When to expect it/window opening:
  - Now open
- When is it due/complete:
  - June 15, 2026, to receive a July 1, 2025, start date.
- Note that the dates above apply only to the application for this new award. Dates related to Continuation Applications for other cohorts have not changed.

## Notes:

- Must be fully approved or substantially approvable
- All information must be kept up to date.
- Amendments due 30 days before close of grant
  - Amendments should be rare and not the expectation
- No changes in programming may occur without prior approval from ISBE.

# Expenditure Reporting

- System:
  - [IWAS](#)
- When to expect it/window opening:
  - Must be submitted a minimum of quarterly but may be submitted more frequently
- When is it due/complete:
  - October 19, 2025
  - January 19, 2026
  - April 19, 2026
  - July 19, 2026

## Notes:

- Noncompliance could result in freezing of funding

Quarter Ends	Expenditure Report Due by 11:59 p.m. on:
September 30, 2025	October 19, 2025
December 31, 2025	January 19, 2026
March 31, 2026	April 19, 2026
June 30, 2026	July 19, 2026

# Annual Survey

- System:
  - Individualized link sent to project directors via email from EDC
- When to expect it/window opening:
  - June 1, 2026
- When is it due/complete:
  - June 30, 2026

## Notes:

- Noncompliance could result in freezing of funding

# Local Evaluation

- System:
  - Template on [ISBE 21 CCLC webpage](#)
  - Report submitted via email
- When to expect it/window opening:
  - Template already available
- When is it due/complete:
  - January 15, 2027

## Notes:

- This is completed after each program year.
- Past webinars for more information are on website
- Noncompliance could result in freezing of funding

# Benchmarking

- System:
  - [MyIRC](#)
- When to expect it/window opening:
  - Fall 2025: January 12, 2026
  - Spring 2026: May 26, 2026
  - Summer 2026: TBD
- When is it due/completed:
  - Fall 2025: February 20, 2026
  - Spring 2026: July 10, 2026
  - Summer 2026: TBD

## Notes:

- Benchmarking covers activities, staffing, attendance files, family members, certification of information for each site
- Noncompliance could result in freezing of funding

# Biannual Calls (Tier I Monitoring)

- System:
  - Email from ISBE principal consultant
  - Teams call
- When to expect it/window opening:
  - Fall (July-December): Calls typically take place in November\*
  - Spring (January-June): Calls typically take place in May\*
- When is it due/completed:
  - Fall (July-December): Must be completed by December 15\*
  - Spring (January-June): Must be completed by June 15\*

\*Dates are tentative and subject to change.

## Notes:

- Biannual Call Form completed/turned in one business day prior to call
- Calls typically last for one hour.
- Noncompliance results in Corrective Action Plan

# Questions?

- For FY 2022 and FY 2025 grantees:
  - Please reach out to your assigned principal consultant or the 21st CCLC mailbox with any questions that were not addressed in this webinar.
- ISBE principal consultants:
  - Damita Coleman [dcoleman@isbe.net](mailto:dcoleman@isbe.net)
  - Kristina Clements [kclement@isbe.net](mailto:kclement@isbe.net)
  - Ellen Garrity [egarrity@isbe.net](mailto:egarrity@isbe.net)
  - Adrienne Newman [anewman@isbe.net](mailto:anewman@isbe.net)
  - Melina Rivera [mrivera@isbe.net](mailto:mrivera@isbe.net)

For new grantees:

- A principal consultant will be assigned to you shortly.
  - Your principal consultant will email you a welcome letter introducing themselves.
- Please reach out to the 21st CCLC mailbox with any questions that were not addressed in this webinar.
- 21st CCLC mailbox: [21stCCLC@isbe.net](mailto:21stCCLC@isbe.net)

# End of Webinar

Thank you for attending today's  
New Program Directors' Webinar!