Nita M. Lowey 21st Century Community Learning Centers

Project Directors Meeting

Sept. 30, 2025
9:00 AM

ILLINOIS STATE BOARD OF EDUCATION

Agenda

Welcome and Introductions

Expenditure Reporting

Evaluation

Benchmarking

Monitoring

Reminders

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Introductions

- 21st CCLC principal consultants:
  - Ellen Garrity – egarrity@isbe.net
  - Kristina Clements – kclement@isbe.net
  - Damita Coleman – dcoleman@isbe.net
- 21st CCLC Mailbox – 21stcclc@isbe.net
- Ryan Levin (supervisor in Wellness and Student Care and 21st CCLC SEA coordinator) – rlevin@isbe.net

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Introductory Note

We are unable to respond to questions in real time during the webinar. Please send any questions you may have following the webinar to your assigned principal consultant or to 21stcclc@isbe.net.

Affiliated Personnel

- Northern Illinois University (NIU) supports the Data Warehouse and Benchmarking tool and monitors data upload to the federal 21APR. See the MyIRC website. Kerry Ralls is joining us today on behalf of NIU.
- We are also joined today by Elyse Calhoun from ISBE's Funding and Disbursements Department who will provide guidance on Expenditure Reporting.

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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.

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Illinois 21st CCLC by the Numbers

- **FY 2026**
  - 40 grantees
  - 65 grants
  - 198 sites
  - $22.5 million in 21st CCLC funding
- **FY 2024 (most recent year with available data)**
  - 53,714 students were served

Table 4: Grants by grade level served (AS)

	Grants (N=161)	
	Number	Percent
Elementary School Students (Grades PreK-5)	130	81%
Middle School Students (Grades 6-8)	127	79%
High School Students (Grades 9-12)	82	51%

Percent of grantees offering programming by age group served.

Programming Type	Elementary (N=130)	Middle (N=127)	High (N=82)
Social-emotional learning	98%	96%	94%
Arts programs	97%	98%	93%
STEM activities	95%	95%	8%

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IWAS Applications

- The FY 2026 continuation application is currently available in IWAS and must be received before midnight tonight (Sept. 30, 2025). A substantially approvable application must be received on or before that date to receive a July 1 start date.
- An official application must be submitted in IWAS.
- No activities can occur until a substantially approvable application is received by ISBE.

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IWAS Applications

- No funding will be disbursed until ISBE provides final approval of IWAS application.
  - 21st CCLC is a reimbursement grant; funds will be disbursed to the entity once expenditures have been submitted to ISBE.

- Budget tips:
  - See the FY 2025 Notice of Funding Opportunities/Request for Proposals for allowables/non-allowables.
  - Function and object codes can be found under instructions on the Budget page within the IWAS application.
  - State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures Handbook

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IWAS Application

- It is extremely rare for a 21st CCLC IWAS 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.
- Please ensure returned applications are corrected and resubmitted in a timely fashion.
- We are working on consistency across application reviews.
  - Please understand this may result in more/different questions upon review than you have received in the past.

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Sustainability

- Sustainability is extremely important as we have one active cohort ending at the end of FY 2026.
  - Cohort 22 ends at the conclusion of this fiscal year. (June 30, 2026, or Aug. 31, 2026, for grants with an extended project year.)
  - This cohort is NOT being renewed.
  - All grantees, especially Cohort 22, need to start enacting plans for sustainability once grant funding ends.

Co-Applicants and Other Partners

- Site leaders, district leaders, and co-applicants are your team. Work with them to achieve strong programs, plan for sustainability, and solve problems that arise.
- If you have concerns about working with site leaders, district leaders, or your co-applicants, please reach out to ISBE for assistance.

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Expenditure Reporting

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Expenditure Reporting Overview

- We cannot distribute any funding if we have not received the required expenditure reports by their respective deadlines.
- For Federal projects, disbursements are based upon the amount you report as expended.
- Expenditure reports are submitted via IWAS (ISBE Web Application Security) to report to the ISBE the **actual** expenditures for approved grants.
- Expenditures <u>must</u> be cumulative (year-to-date) amounts.
- Expenditures should be documented from the Local Education Agency's (LEA's) general ledger and be for approved program costs only.
- You cannot submit an expenditure report until your original application is final approved.
- Expenditure reports are required on a quarterly basis, even if there no new expenditures to report.
- Reports can be submitted more frequently if needed, however it is not required.
- **Required reports due at ISBE on the 20th of the month must be submitted to ISBE by 11:59 p.m. on the 19th to ensure receipt by ISBE on the 20th.**

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Due Dates

Expenditure Reports are due 20 calendar days after the expenditure through date. Having a past due report will result in project funds being frozen until the report has been received.

Quarter	Reporting Period:	Report Due Date
	Project begin date through approval date*	Prior to disbursement
1	Project begin date through September 30	October 20
2	Project begin date through December 31	January 20
3	Project begin date through March 31	April 20
4	Project begin date through June 30	July 20

There may occasionally be additional required reports:

- A GATA required report – whenever a grant is approved more than 30 days after the grant start date, GATA legislation requires an additional report be submitted in the month of approval (e.g., if your grant was approved in October, but has a July 1 start date, an October report will be required
- An end-date report – whenever the grant ends on a day that is not a regular quarterly report date (e.g., if your grant ends on 8/31, an 8/31 report will be required)
- Liquidation report – whenever a commitment amount or outstanding obligations are claimed
  - Commitment Amount - if you submit a report claiming a commitment amount, you must submit an additional report within 30 days of the report date liquidating it.
  - Outstanding Obligations - if you submit an end-date report that includes outstanding obligations, you must submit an additional report within 90 days of the end date liquidating it (which will finalize the project)

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Obligation vs. Expenditure

When is an obligation and expenditure made?		
If the obligation is for:	**The obligation is made:**	**The expenditure is made and may be reported when an obligation is made AND…**
a) Acquisition of real or personal property.	-on the date on which a written commitment to acquire the property has been made…	…AND when payment has been issued and sent to the seller.
b) Personal services by an employee.	-when the services has been performed…	…AND when paycheck has been issued and sent to the employee.
c) Personal services by a contractor (not an employee).	-on the date on which a binding written commitment to obtain the services has been made…	…AND when payment has been issued and sent to the contractor.
d) Performance of work other than a personal service.	-on the date on which a binding written commitment to obtain the work has been made…	…AND when payment has been issued and sent to the service provider.
e) Public utility service.	-when the service is received…	…AND when the payment has been issued and sent to the service provider.
f) Travel.	-when the travel is taken…	…AND when the payment has been issued and sent to the traveler/travel provider.
g) Rental of real or personal property.	-when the property is used…	…AND when the payment has been issued and sent to the renter.
h) A pre-agreement cost that was properly approved by the State.	-when the pre-agreement costs were approved by the State…	…AND when the payment has been issued and sent to the recipient.

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Approval Levels in IWAS

- Approval levels are determined by the district Superintendent
  - Please DO NOT share passwords/user accounts!
- It is very important that you adjust approval levels only when there are no pending expenditure reports
- There are four approval levels in EER. However, the only required level is the RCDT/ROE Admin. Whenever someone is assigned to a level, they will need to approve every expenditure report, regardless of which grant it comes from.
  - Document Author
  - Admin Level 1 <- Must approve anything sent from the document author
  - Admin Level 2 <- Must approve anything sent from document author and/or Level 1
  - RCDT/ROE Admin <- Final approval; ISBE will not receive an expenditure report until they approve
- Emails will be sent on a monthly basis to inform you when an expenditure report is past due

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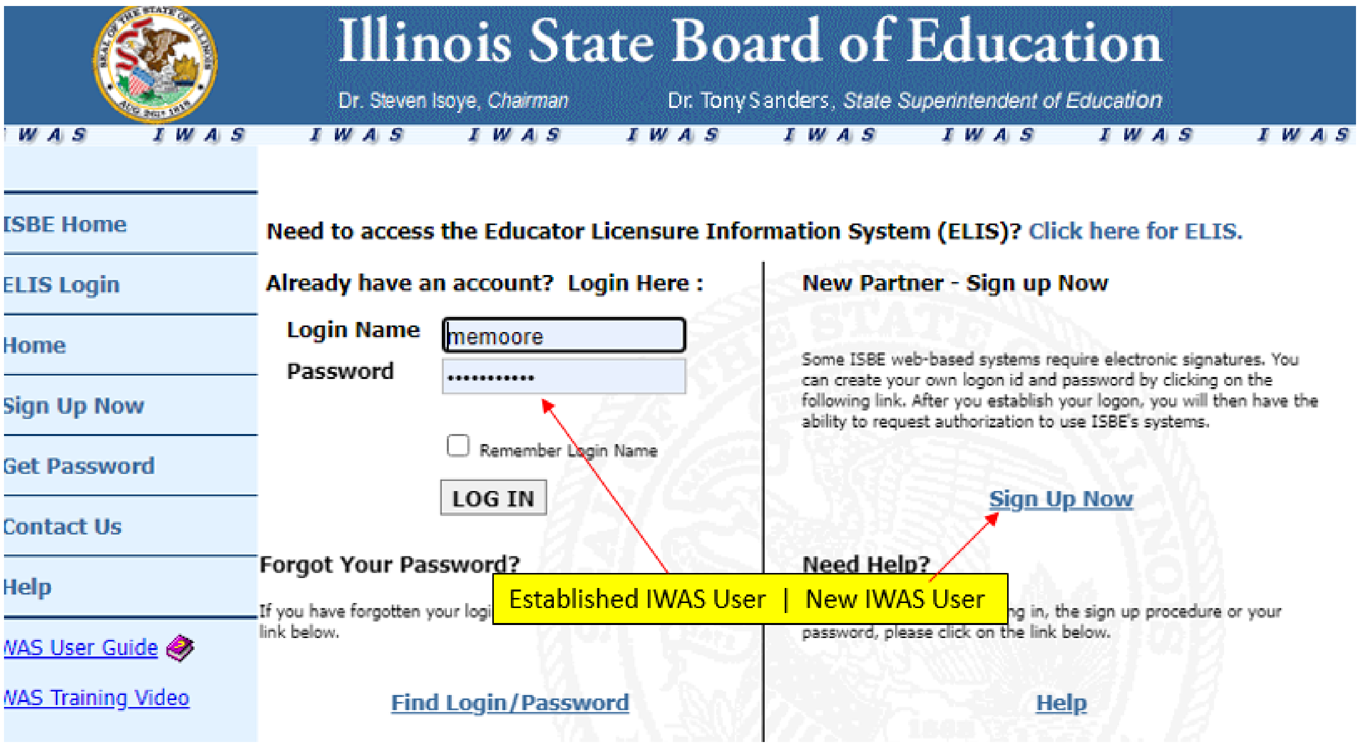
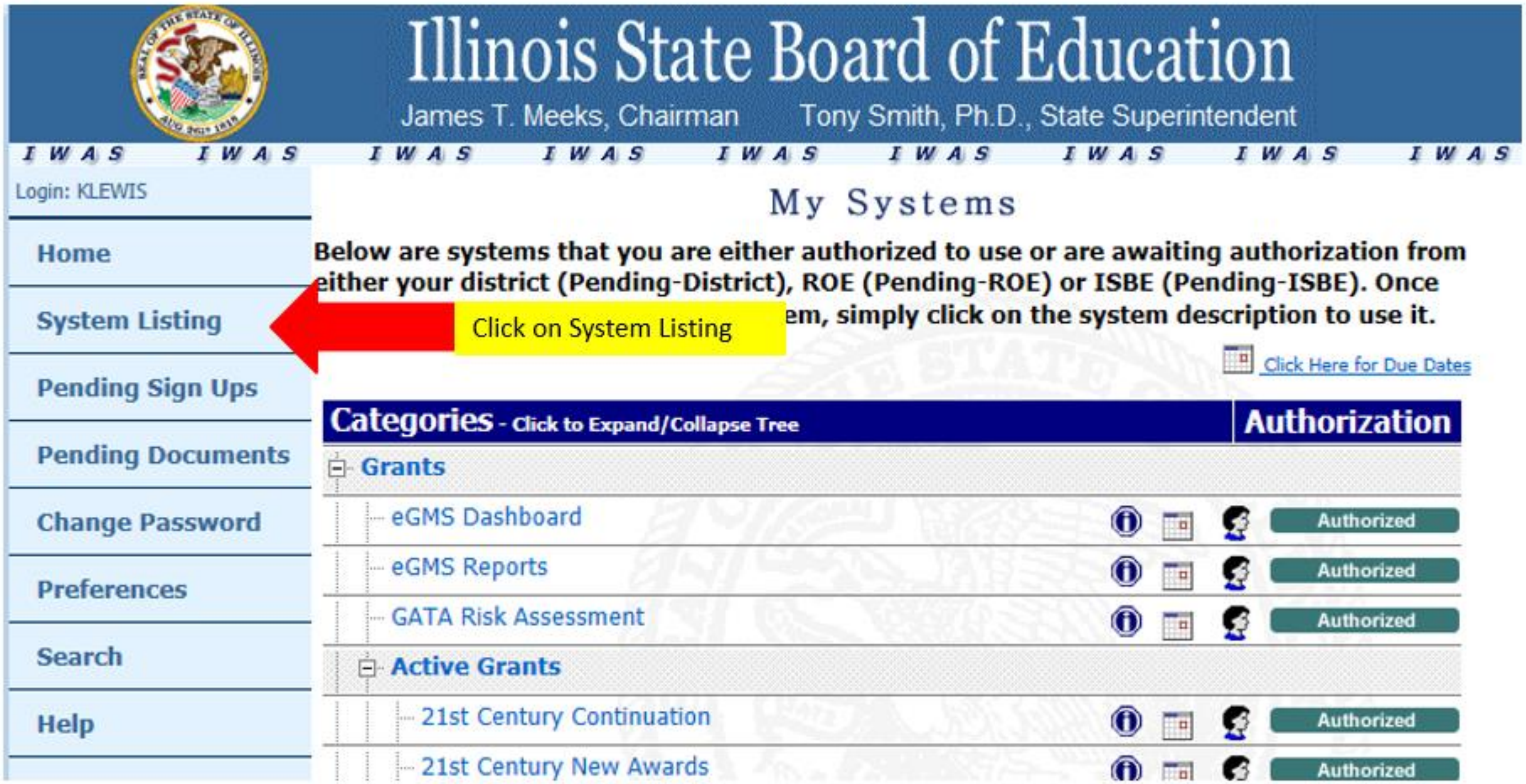
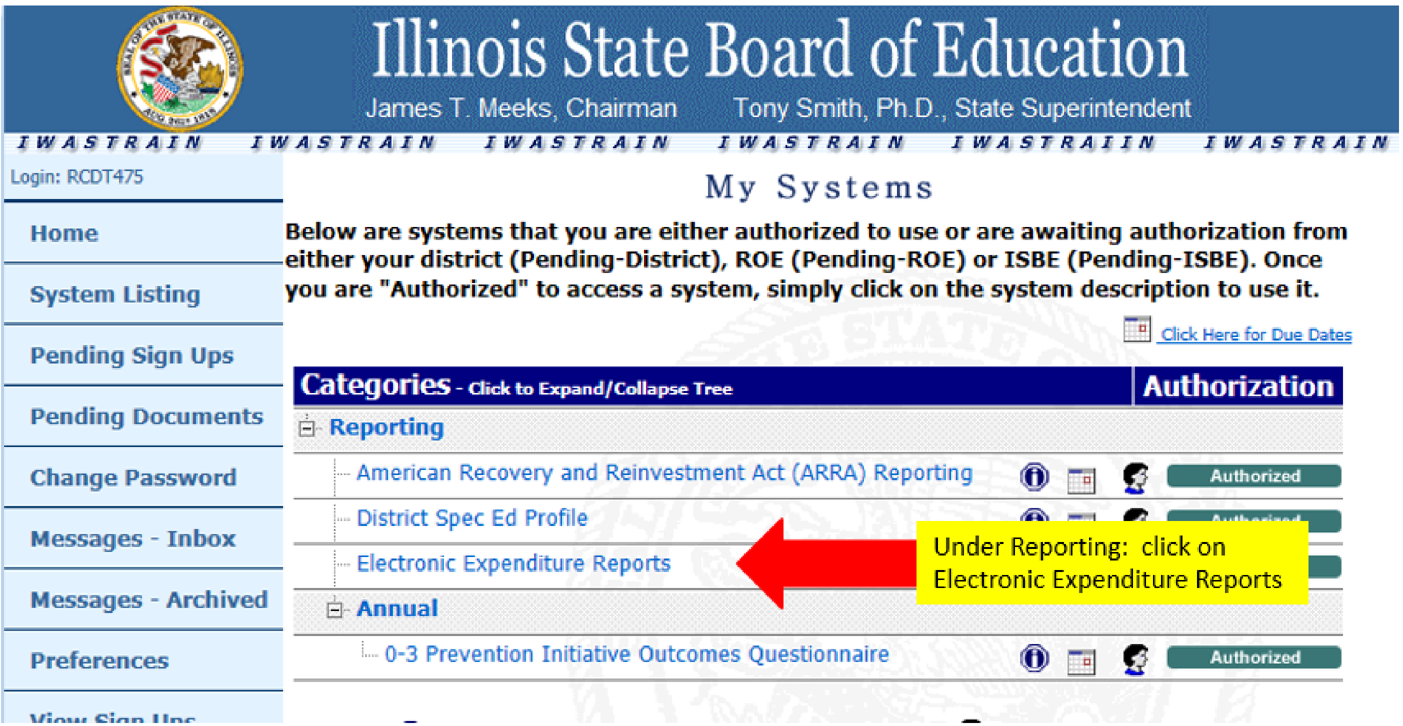
Accessing IWAS



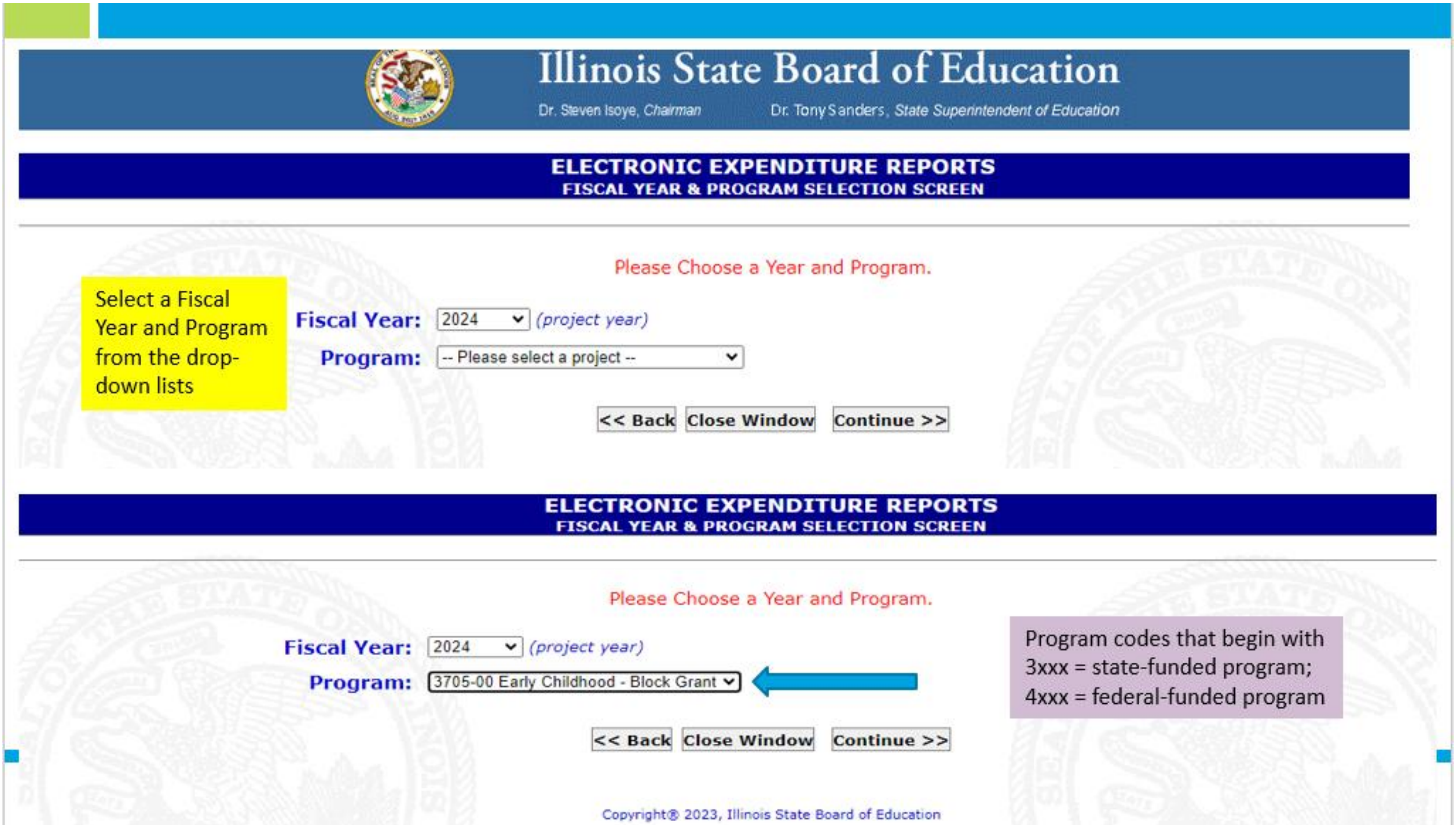
Accessing the Electronic Expenditure Reporting System (EER)



Accessing the Electronic Expenditure Reporting System (EER)



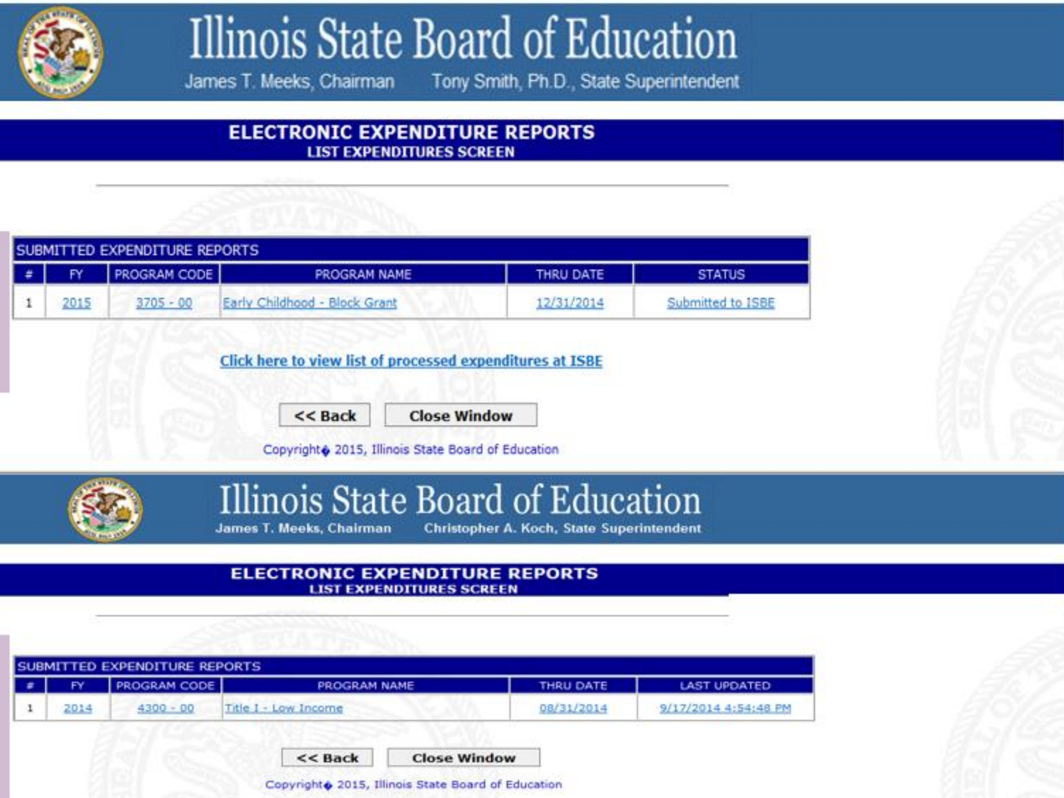
Locating the Grant



Reports in Progress

View Submitted Reports: Shows reports submitted to ISBE but not yet processed

Approve/Disapprove Expenditures: Approvers only: list of submitted reports ready to be approved/disapproved



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James T. Meeks, Chairman Tony Smith, Ph.D., State Superintendent

ELECTRONIC EXPENDITURE REPORTS

LIST EXPENDITURES SCREEN

SUBMITTED EXPENDITURE REPORTS

#	FY	PROGRAM CODE	PROGRAM NAME	THRU DATE	STATUS
1	2015	3705 - 00	Early Childhood - Block Grant	12/31/2014	Submitted to ISBE

Click here to view list of processed expenditures at ISBE

<< Back Close Window

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James T. Meeks, Chairman Christopher A. Koch, State Superintendent

ELECTRONIC EXPENDITURE REPORTS

LIST EXPENDITURES SCREEN

SUBMITTED EXPENDITURE REPORTS

#	FY	PROGRAM CODE	PROGRAM NAME	THRU DATE	LAST UPDATED
1	2014	4300 - 00	Title I - Low Income	08/31/2014	9/17/2014 4:54:48 PM

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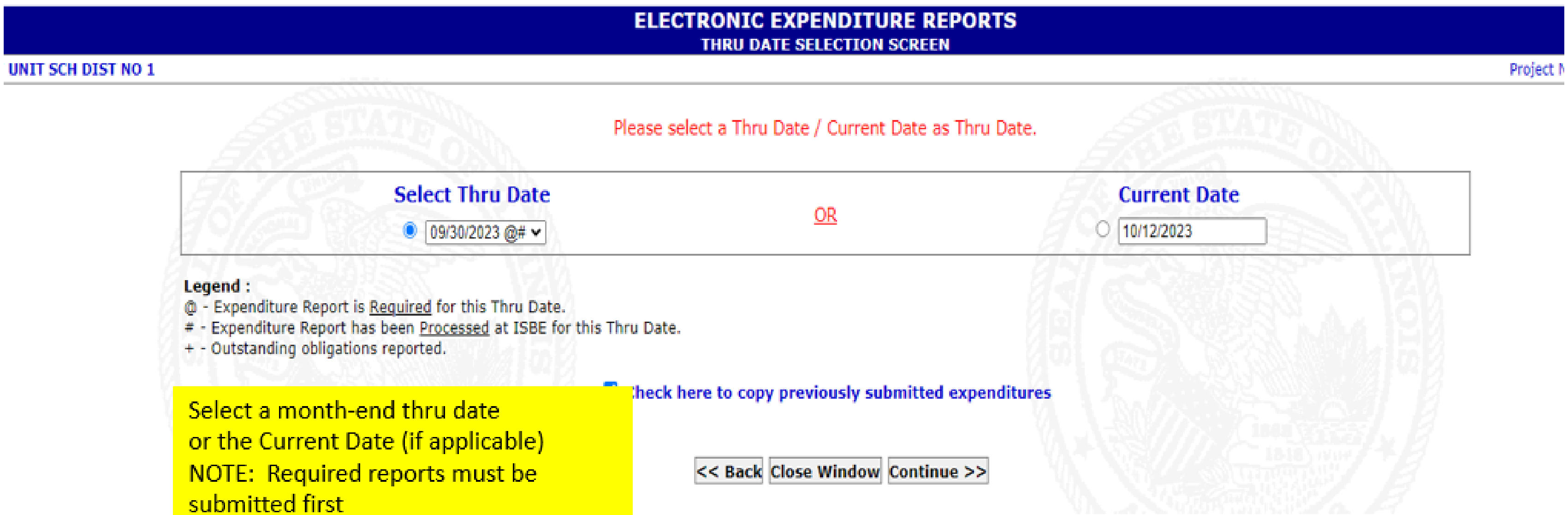
Starting a New Report



Select a month-end thru date
or the Current Date (if applicable)
NOTE: Required reports must be submitted first

Section I – Project Information

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James T. Meeks, Chairman   Tony Smith, Ph.D., State Superintendent

ELECTRONIC EXPENDITURE REPORTS

EXPENDITURE REPORT ENTRY SCREEN

Fed. - Sp. Ed. - Pre-School Flow Through

FISCAL YEAR 2018 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.

Complete the Contact person/ Phone/Fax of the person responsible for the information on this report

PROJECT NUMBER	DISTRICT NAME	DUE DATE	PROJECT START DATE
PROJECT NUMBER	DISTRICT NAME		07/24/2017

EXPENDITURE REPORT SUBMISSION DATE	CUMULATIVE EXPENDITURES THROUGH DATE	CONTACT PERSON	TELEPHONE NUMBER	FAX NUMBER	PROJECT END DATE
08/14/2017	07/31/2017	Elyse Calhoun	217/782-5256	217/782-3910	06/30/2018

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Section I – Project Information

Project Summary: READ ONLY
Fiscal Summary of selected project

PROJECT SUMMARY	AMOUNT
BUDGET AMOUNT	$42,900
PRE-PAYMENT AMOUNT*** (PP)	$0
CARRYOVER ALLOTMENT (COA)	$18,696
CURRENT YEAR ALLOTMENT (CYA)	$44,185
TOTAL ALLOTMENT (PP+ADJ+COA+CYA)	$62,881

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

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Section II – Expenditure Objects

SECTION II. - EXPENDITURE OBJECTS (100 - 400)

Please enter your **CUMULATIVE** expenditures through the '**CUMULATIVE** EXPENDITURES THROUGH DATE' specified in SECTION I for Expenditure Objects (100 - 400). To see the budgeted amount for each cell, click on or hover the mouse pointer over the **B** .

Section II: Expenditure Objects (100-400). Enter CUMULATIVE (year-to-date) expenditures in the appropriate functions/objects (100-400)

LINE	FUNC	EXPENDITURE ACCOUNTING 2	SALARIES 3 (Obj 100's)	EMPLOYEE BI 4 (Obj 200's)	(Obj 300's)	(Obj 400's)
1	1000	Instruction	B 16048	B 7603	0	B 0
2	2110	Attendance & Social work Services			0	0
3	2120	Guidance Services				
4	2130	Health Services				
5	2140	Psychological Services	0	0		
6	2150	Speech Pathology and Audiology Services	0	0		
7	2210	Improvement of Instruction Services	0	0	B 0	0
8	2220	Educational Media Services	0	0	0	0

B: Click on or hover over the "B" to see what is budgeted in each cell. Expenditures entered are edited against current approved budget.

Expenditures can be entered within 10% or $1000, whichever is greater, of what is budgeted, per object/column total (but not going over the total budget or allotment – whichever is applicable)(beginning in FY18).

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Section III – Expenditure Objects

SECTION III. - EXPENDITURE OBJECTS (500 - 800)

Please enter your **CUMULATIVE** expenditures through the '**CUMULATIVE** EXPENDITURES THROUGH DATE' specified in SECTION I for Expenditure Objects (500 - 800). To see the budgeted amount for each cell, click on or hover the mouse pointer over the **B** .

LINE	FUNC	EXPENDITURE ACCOUNTING 2	CAPITAL OUTLAY** 7 (Obj 500's)	OTHER OBJECTS 8 (Obj 600's)	NON-CAPITALIZED EQUIPMENT 9 (Obj 700's)	TERMINATION BENEFITS 10 (Obj 800's)
1	1000	Instruction	0		0	
2	2110	Attendance & Social work Services	0		0	
3	2120	Guidance Services	0		0	
4	2130	Health Services	0		0	
5	2140	Psychological Services	0		0	
6	2150	Speech Pathology and Audiology Services	0		0	
7	2210	Improvement of Instruction Services	0	0	0	
8	2220	Educational Media Services	0		0	

Section III: Expenditure Objects (500-800). Enter CUMULATIVE (year-to-date) expenditures under the appropriate functions/objects (500-800).

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Section IV – Indirect Costs

Section IV: Enter expended indirect costs if indirect costs are approved on the budget. Max indirect cost rate is calculated in the top box. The indirect cost amount is limited to the max calculated.

Max Indirect Costs Expended Calculation

Total of Lines 1-28	Max Indirect Cost Expended for this Report
7623277	292977

SECTION IV. - APPROVED INDIRECT COSTS (Line 30)

LINE	EXPENDITURE ACCOUNTING 2	TOTAL 11
30	Approved Indirect Costs X 3.85 %	B 227214

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Section V(A) – Outstanding Obligations

Section V (A): Enter Outstanding Obligations (if applicable) Federal programs: only allowable on report through dates of: project end, 6/30 or after 6/30

SECTION V - (A) - OUTSTANDING OBLIGATIONS (Line 34)

LINE	EXPENDITURE ACCOUNTING 2	AMOUNT
34	Outstanding Obligations (Use Whole Dollars)	15000

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.

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Section V(B) – Commitment Amount

Section V (B): **-OPTIONAL-**
FEDERAL PROGRAMS ONLY: Enter amount needed for expenditures ONE MONTH in advance (if applicable)

SECTION V - (B) - COMMITMENT AMOUNT (Line 36)

LINE	EXPENDITURE ACCOUNTING 2	AMOUNT
36	Enter the amount needed for expenditures on a cash basis from : 02/01/2015 to: 02/28/2015 (maximum 1 month allowed)	0

Section V (B): FEDERAL PROGRAMS ONLY:
-Available on month-end reports only
-Available on reports IF the current date is less than the selected through date plus 19 days
-IF a commitment amount is requested, the next MONTH-END expenditure report will be required

NOTE - IF the report that is being completed has a through date equal to or after the project end date, the Commitment Amount can ONLY be used for liquidating outstanding obligations – NOT for new activities.

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Section VI – Calculate Totals

Section VI: Calculate Totals for the Following Sections

SECTION VI. - CALCULATE TOTALS FOR FOLLOWING SECTIONS

Press this button when you are finished entering the information for Sections II, III, IV and V above. Each time this button is pressed, validity checks are performed and you may be asked to react to an exception before moving on. You may calculate the totals at any time.

Calculate Totals for Following Sections

Amounts entered are edited against the most currently approved budget for validity and the allowable variance of 10% or $1000, whichever is greater per budgeted column total.

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Section VI(A) – Expenditure Split

Federal programs ONLY:
Section IV (a): Enter Expenditure Split for Amounts Expended June 30 or prior and after June 30
IF: The project end date is AFTER 6/30; AND
IF: The selected report's through date is AFTER 6/30; AND
IF: The expenditures (not outstanding obligations/commitment amount) are greater than the 6/30 reported expenditures;
THEN: Section VI (a) must be completed

SECTION VI. (a). - EXPENDITURE SPLIT FOR AMOUNTS EXPENDED AFTER JUNE 30

$13,796 has been expended since June 30. Please provide a split of $13,796 between Lines A and B:

LINE #	DESCRIPTION	TOTAL
A.	Expenditures (i.e. cash paid) for **activities June 30 or Prior**	13000
B.	Expenditures (i.e. cash paid) for **activities July 1 through 08/31/2015**	796

A. Expenditures for activities occurring June 30 or prior. Example: liquidation of obligations for which the payment was made after 6/30 for activities that have occurred JUNE 30 or PRIOR.

B. Expenditures for activities occurring July 1 through the current report through date or the project end date (whichever is earlier). Example: SUMMER school activities or SUMMER staff development activities. This does NOT include payment to staff (salaries/benefits) on a 12-month salary schedule when the activities were completed by June 30 (these costs would be reported under A).

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Section VI(B) – Outstanding Obligations Split

Federal programs ONLY:
Section IV (b): Enter obligation split for outstanding obligations reported June 30 and prior and after June 30
IF: Outstanding obligations are reported; AND
IF: The project end date is AFTER 6/30; AND
IF: The selected report's through date is AFTER 6/30;
THEN: Section VI (b) must be completed

SECTION VI. (b). - OUTSTANDING OBLIGATIONS SPLIT FOR AMOUNTS OBLIGATED AFTER JUNE 30

$5,000 has been reported as outstanding obligations. Please provide a split of $5,000 between Lines A and B:

LINE #	DESCRIPTION	TOTAL
A.	Obligations **incurred June 30 or Prior**	2000
B.	Obligations **incurred July 1 through 08/31/2015**	3000

A. Obligations for activities occurring June 30 or prior. Example: an obligation was made prior to 6/30 for activities that have occurred JUNE 30 or PRIOR.

B. Obligations for activities occurring July 1 through the current report through date or the project end date (whichever is earlier). Example: an obligation was made on July 1 or later for activities that occurred July 1 through the current report or the project end date (whichever is earlier).

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Section VII and VIII – Total Direct Costs

Section VII: Total Direct Costs: READ ONLY. Function/line totals from Section II and III above. Review for accuracy.

SECTION VII. - TOTAL DIRECT COSTS (COLUMN 11) - LINE TOTALS

To update these totals, press the 'Calculate Totals for Following Sections' button in SECTION VI.

LINE	FUNC	EXPENDITURE ACCOUNTING 2	CUMULATIVE TOTAL 11	BUDGET	VARIANCE	ACTUAL TOTAL
1	1000	Instruction	1000000	1481185	67.51%	234639
2	2110	Attendance & Social work Services	0	0	0.00%	0
3	2120	Guidance Services	0	0	0.00%	0
4	2130	Health Services	0	0	0.00%	0
5	2140	Psychological Services	0	0	0.00%	0
6	2150	Speech Pathology and Audiology Services	0	0	0.00%	0
7	2210	Improvement of Instruction Services	38963	148467	26.24%	5995
8	2220	Educational Media Services	0	0	0.00%	0
9	2230	Assessment & Testing	0	0	0.00%	0
10	2300	General Administration	0	0	0.00%	0
11	2400	School Administration	0	0	0.00%	0
12	2510	Direction of Business Support Services*				
13	2520	Fiscal Services*	1600	2000	80.00%	0

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Section IX – Total Expenditures

Section IX: Total Expenditures: READ ONLY. Total expenditures from Section II and III above. Review for accuracy.

SECTION IX. - TOTAL EXPENDITURES (Line 31)

To update these totals, press the 'Calculate Totals for Following Sections' button in SECTION VI.

LINE	EXPENDITURE ACCOUNTING 2	TOTAL 11
31	TOTAL EXPENDITURES	439256

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Section X – Cash Summary

Section X: Cash Summary: READ ONLY. Totals from Section II through VI above. Review for accuracy. All figures are based on data from the project begin date through the selected report through date.

Balance (Line 38): A positive balance indicates excess cash on hand. A negative balance indicates amount owed to LEA.

SECTION X. - CASH SUMMARY

To update these totals, press the 'Calculate Totals for Following Sections' button in SECTION VI.

LINE	EXPENDITURES AND RECEIPTS	AMOUNT
32	Vouchered to Date (includes pre-payment & negative adjustment)	100049
33	Cumulative Expenditures (i.e. Year-To-Date) (Line 31)	439256
34	Outstanding Obligations	0
35	Total Expenditures + Obligations (Line 33 + Line 34)	439256
36	Commitment Amount	0
37	(FUTURE USE)	
38	BALANCE (Line 32 - Line 33)	-339207
39	Adjusted Commitment Amount	0

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Section XI – Submit Expenditure Report

SECTION XI. - SUBMIT EXPENDITURE REPORT

Press the 'Submit for Approval' button when you are ready to submit this expenditure report. Totals will be recalculated before submission. This expenditure report can be printed from FRIS Inquiry usually within one business day.

Section XI: Document Author/Level 1/Level 2:
Calculate & Save: saves report as a pending/draft document.
Submit for Approval: sends report **to the next level** for approval

Calculate & Save | Submit for Approval

Return to Main Screen

SECTION XI. - SUBMIT EXPENDITURE REPORT

Press the 'Submit To ISBE' button when you are ready to submit this expenditure report. Totals will be recalculated before submission. This expenditure report can be printed from FRIS Inquiry usually within one business day.

I hereby certify that the financial expenditures reported are accurate to the best of my knowledge and belief. The expenditures being reported are on a cash basis for the time period submitted and are only being used to support the activities approved within this Federal grant.

Calculate & Save | Submit to ISBE

Return to Main Screen

Section XI: Administrators only: Please read and understand certification prior to approval.
Calculate & Save: saves report as a pending/draft document.
Submit to ISBE: submit report to ISBE

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Section XI – Submit Expenditure Report

Initiators Only

Calculate and Save: SAVES document as a PENDING/DRAFT document

Submit for Approval: Submits document to the next level for approval

Administrators only: **Submit to ISBE**: Submits document to ISBE

Return to Main Screen link: **DOES NOT SAVE** the document and returns the user to the main screen

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Section XI – Submit Expenditure Report

Approvers Only

SECTION XI. - SUBMIT EXPENDITURE REPORT

Press the 'Approve' Button when you are ready to submit this expenditure report. Totals will be recalculated before submission. This expenditure report can be printed from FRIS Inquiry usually within one business day.

Disapprove | Close Window | Approve

Section XI: Level 1/Level 2:
Disapprove back to Document Author/
Approve to the next level

SECTION XI. - SUBMIT EXPENDITURE REPORT

Press the 'Approve' Button when you are ready to submit this expenditure report. Totals will be recalculated before submission. This expenditure report can be printed from FRIS Inquiry usually within one business day.

I hereby certify that the financial expenditures reported are accurate to the best of my knowledge and belief. The expenditures being reported are on a cash basis for the time period submitted and are only being used to support the activities approved within this Federal grant.

Disapprove | Close Window | Approve

Section XI: Administrator:
Please read and understand certification prior to approval.
Disapprove back to Document Author/
Approve to ISBE

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Section XI – Submit Expenditure Report

Approvers Only

- **Disapprove**: Returns document back to document author
- **Close Window**: Closes the system (does NOT save document)
- **Approve**: Submits document to the next level for approval/Administrators: Submits document to ISBE

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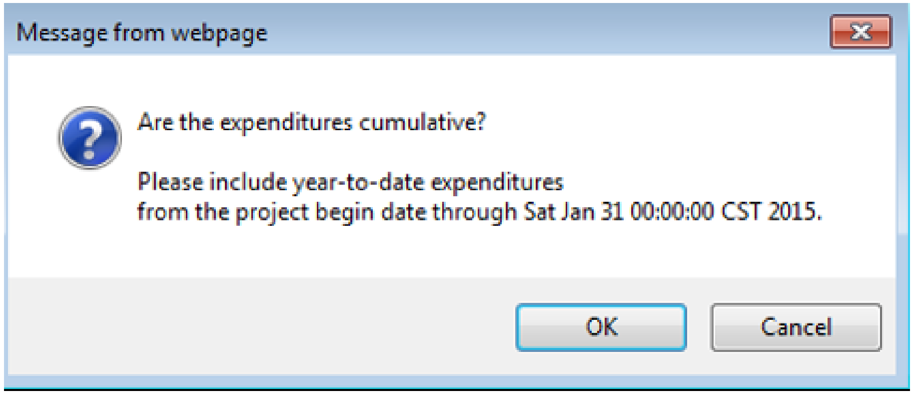
Section XI – Submit Expenditure Report

Confirmation that the expenditures reported are CUMULATIVE (year-to-date) – from the **project begin date** through the selected report through date



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Confirmation Page

Illinois State Board of Education

James T. Meeks, Chairman   Tony Smith, Ph.D., State Superintendent

ELECTRONIC EXPENDITURE REPORTS
CONFIRMATION SCREEN

Your Expenditure Report has been Successfully Submitted to ISBE - Thank You!

It is recommended that you print this confirmation screen for your records.

Entity Name	
Program Name	**Title I - Low Income**
Project Number	
Expenditures Thru Date	
Expenditures Submit Date	
Total Expenditures	**$439,256.00**
Scheduled Payment	**$339,207.00**
Commitment Amount	**$0.00**
Total Scheduled Payment	**$339,207.00**
Date & Time	

Confirmation Screen: **PRINT for your records**

Close Window   Return To Main Screen

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Expenditure Reporting Review

- Required reports must be submitted first!
- One report per day/per program can be submitted.
- All reports submitted to ISBE by 11:59 p.m. will be loaded the following 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 report(s) are not submitted in a timely manner, the project will be FROZEN (no further disbursements will be made) until the required report has been received at ISBE.
- Quarterly Reports are due EVERY quarter even if you have spent & reported all your funds.

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How to Reach Us

Funding and Disbursements Division

217-782-5256

Elyse Calhoun: ecalhoun@isbe.net

Technology Questions

ISBE Help Desk

217-558-3600

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Evaluation

Contract Pending

- A contract is pending with a vendor to support ISBE in local and statewide Evaluation efforts.
- Once a contractor has been secured, ISBE will provide additional information and training on evaluations.

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Benchmarking

The 21st CCLC Data and Benchmarking Tool

September 30, 2025

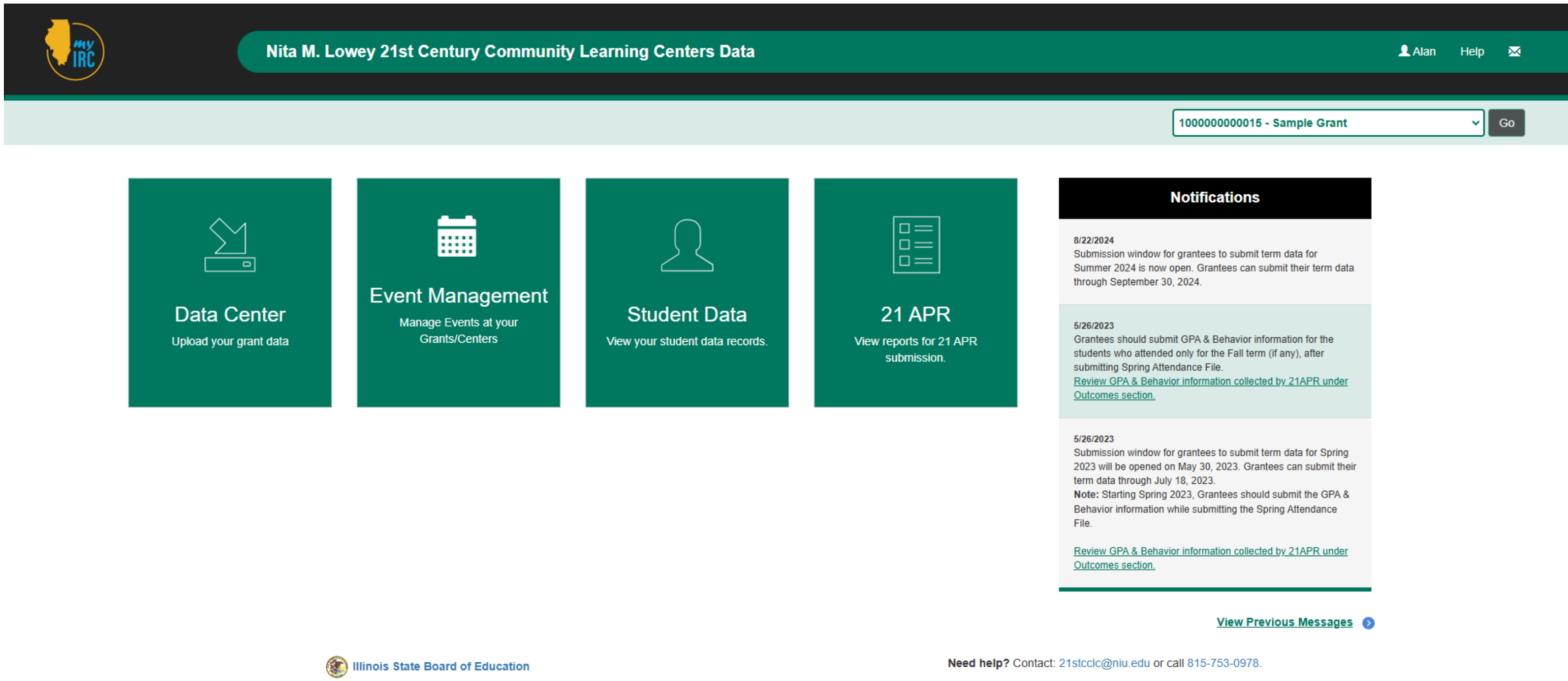
Dr. Alan Clemens, Illinois Technical Lead
Nina M. Lowey 21st Century Community Learning Centers

Equity • Quality • Collaboration • Community

About NIU and 21st CCLC

- NIU and its IIRC office has been a partner with the ISBE 21st CCLC program offices for almost 20 years
- We are the official 21st CCLC Technical Leads for the State of Illinois
- We develop and maintain the Illinois Data Collection Tool as well as facilitating data collection and reporting to the US Dept of Education

The Illinois Data and Benchmarking Tool



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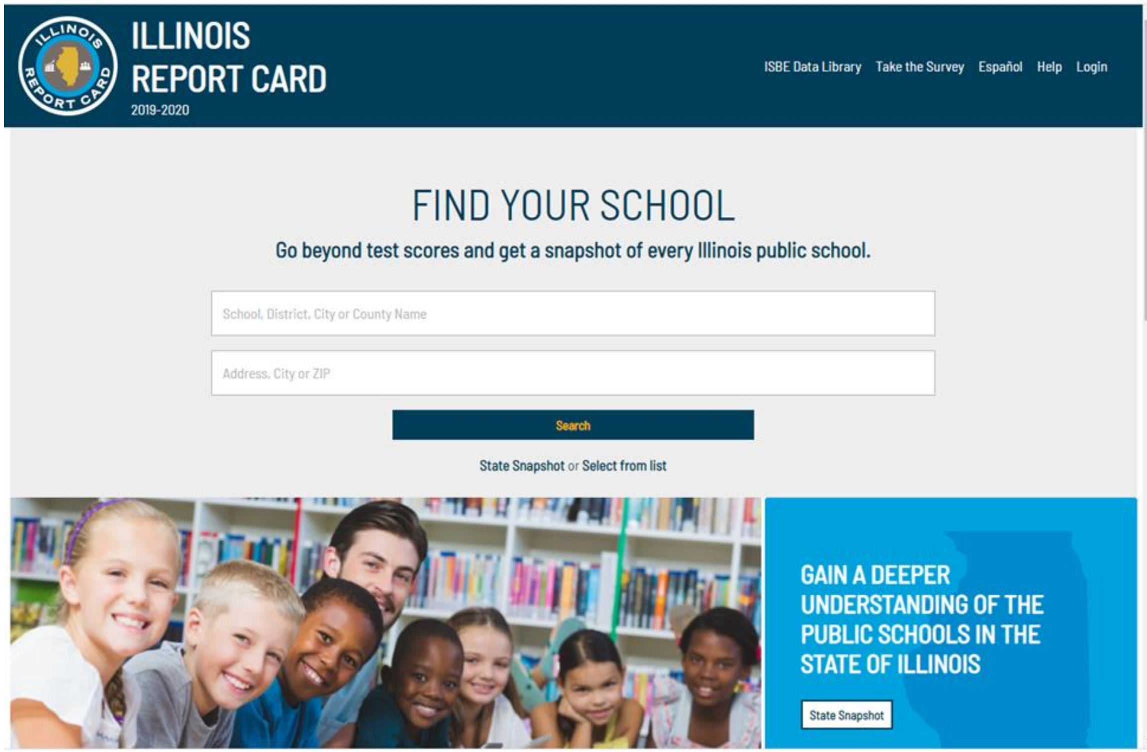
How do I access the Illinois Data Tool?



Visit the Illinois Interactive Report Card Site at https://www.illinoisreportcard.com/Default.aspx

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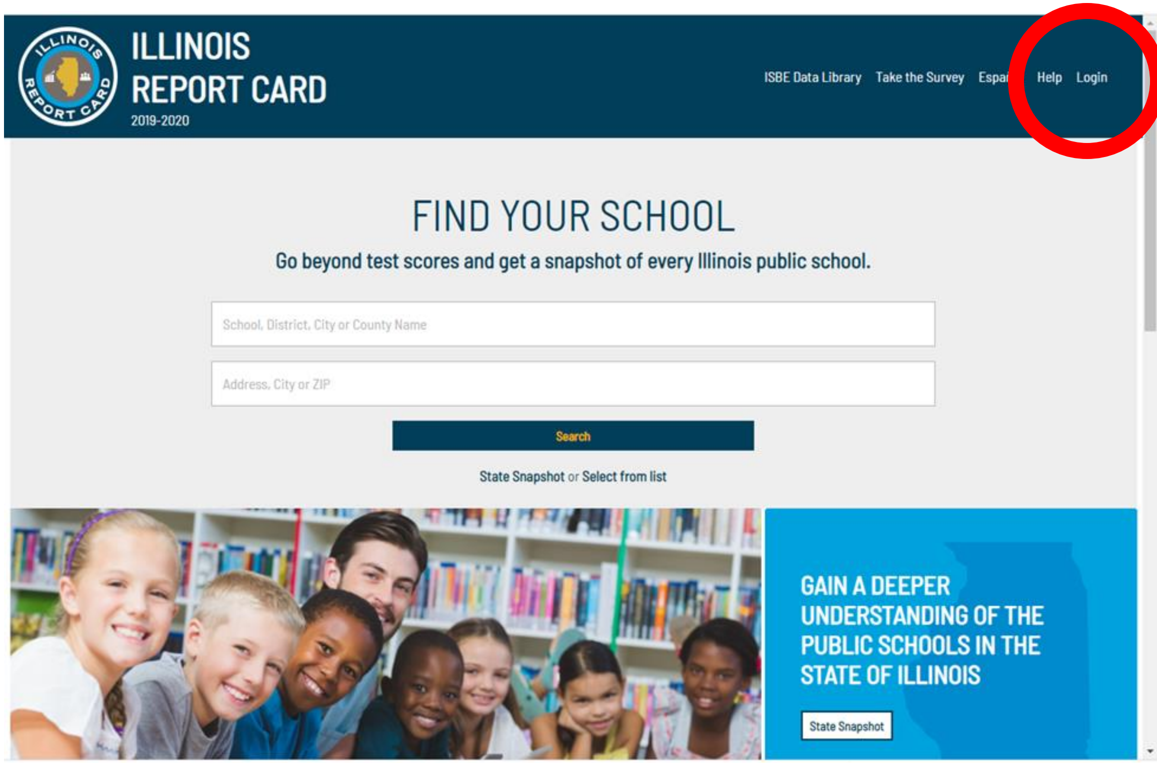
How do I access the Illinois Data Tool?



Click on “Login”

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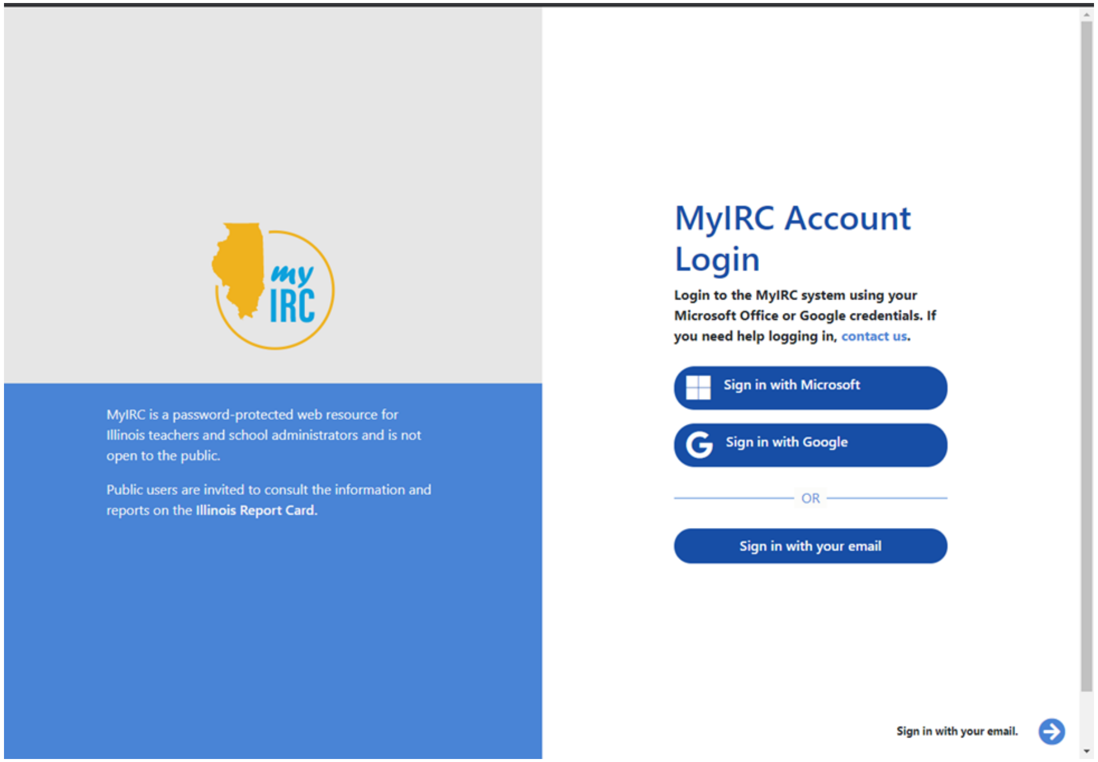
How do I access the Illinois Data Tool?



Log in to MyIRC. Credentials were established for directors as a part of the onboarding process for each grant. Click "Contact Us" if you need assistance with your credentials.

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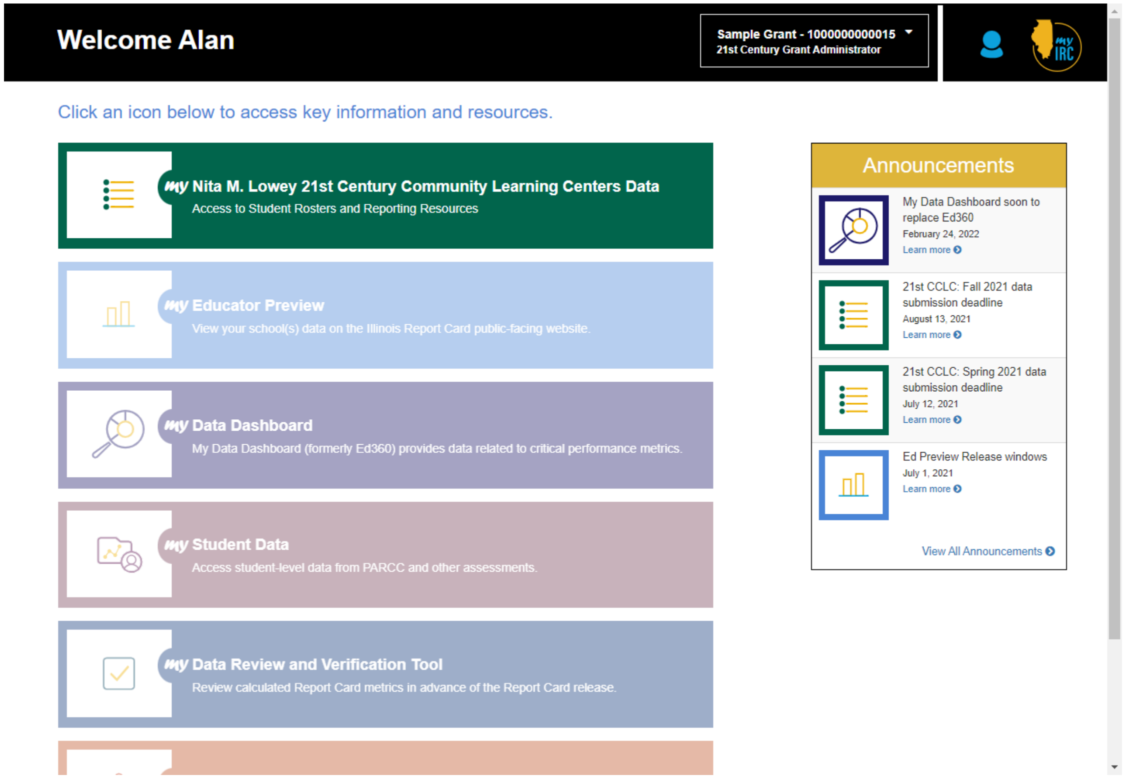
Where can I access the Data Tool?



The MyIRC Home Page. The Data Tool is the green one, and for most 21st CCLC users the only active tile that you can use.

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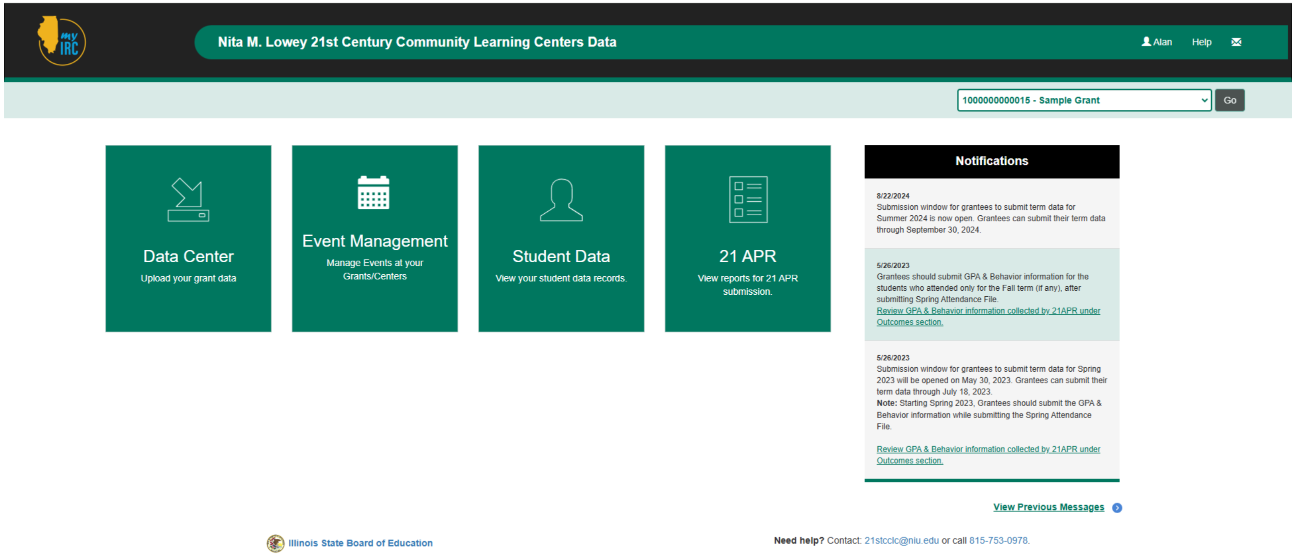
How do I access the Illinois Data Tool?



This is the Data Tool's main dashboard. It has 5 components.

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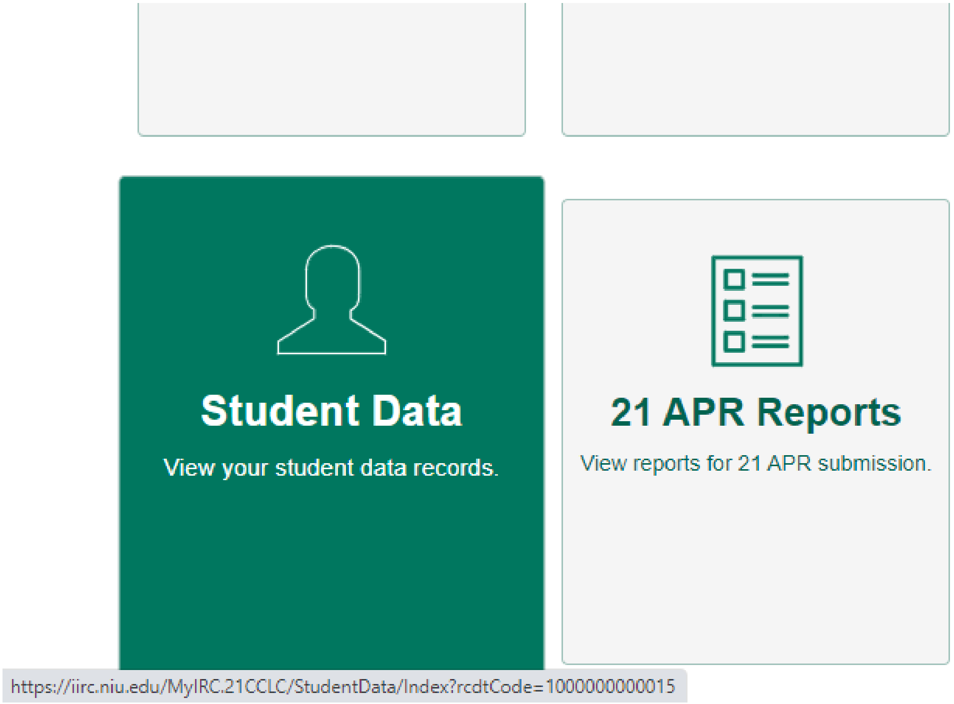
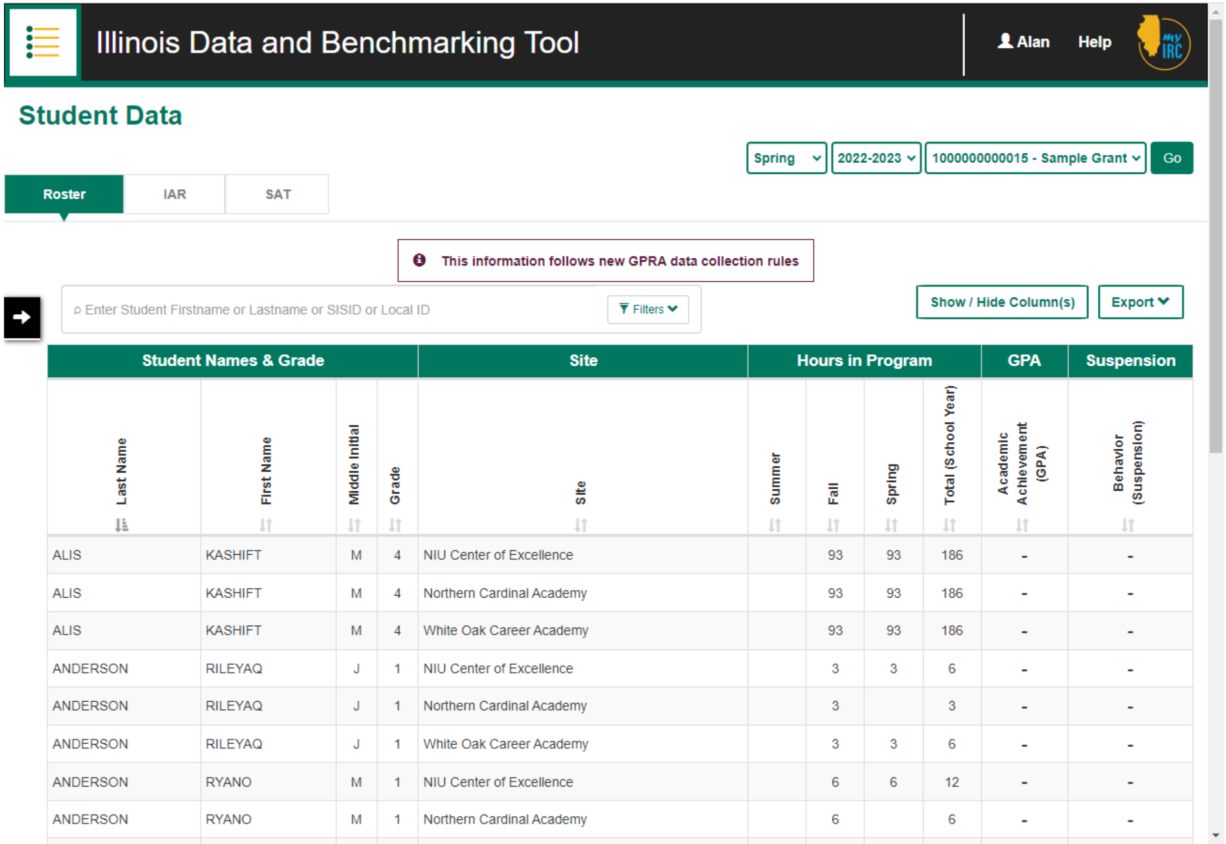
Student Data



Student Data. Provides student demographic data and standardized assessment results for any public school and many private school students you've added to your roster.

Student Data



Student Names & Grade				Site	Hours in Program				GPA	Suspension
Last Name	First Name	Middle Initial	Grade	Site	Summer	Fall	Spring	Total (School Year)	Academic Achievement (GPA)	Behavior (Suspension)
ALIS	KASHIFT	M	4	NIU Center of Excellence		93	93	186	-	-
ALIS	KASHIFT	M	4	Northern Cardinal Academy		93	93	186	-	-
ALIS	KASHIFT	M	4	White Oak Career Academy		93	93	186	-	-
ANDERSON	RILEYAQ	J	1	NIU Center of Excellence		3	3	6	-	-
ANDERSON	RILEYAQ	J	1	Northern Cardinal Academy		3		3	-	-
ANDERSON	RILEYAQ	J	1	White Oak Career Academy		3	3	6	-	-
ANDERSON	RYANO	M	1	NIU Center of Excellence		6	6	12	-	-
ANDERSON	RYANO	M	1	Northern Cardinal Academy		6		6	-	-

Provides student demographic data and standardized assessment results for any public school and many private school students you've added to your roster.

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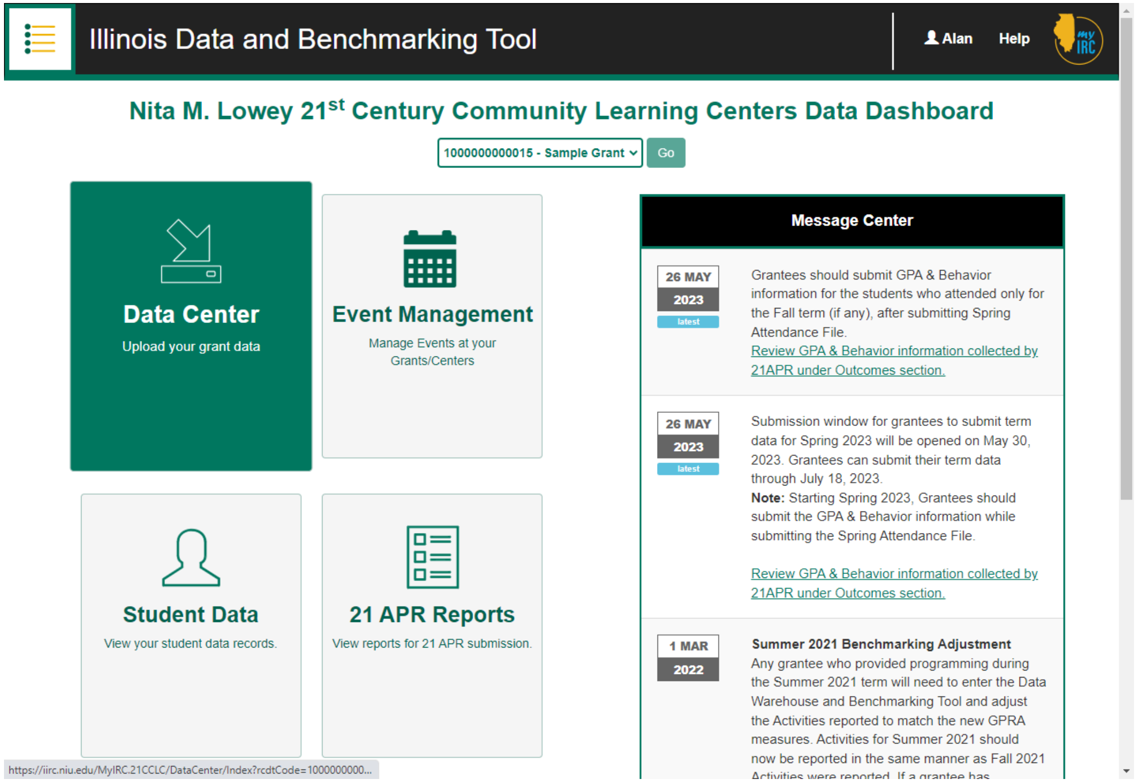
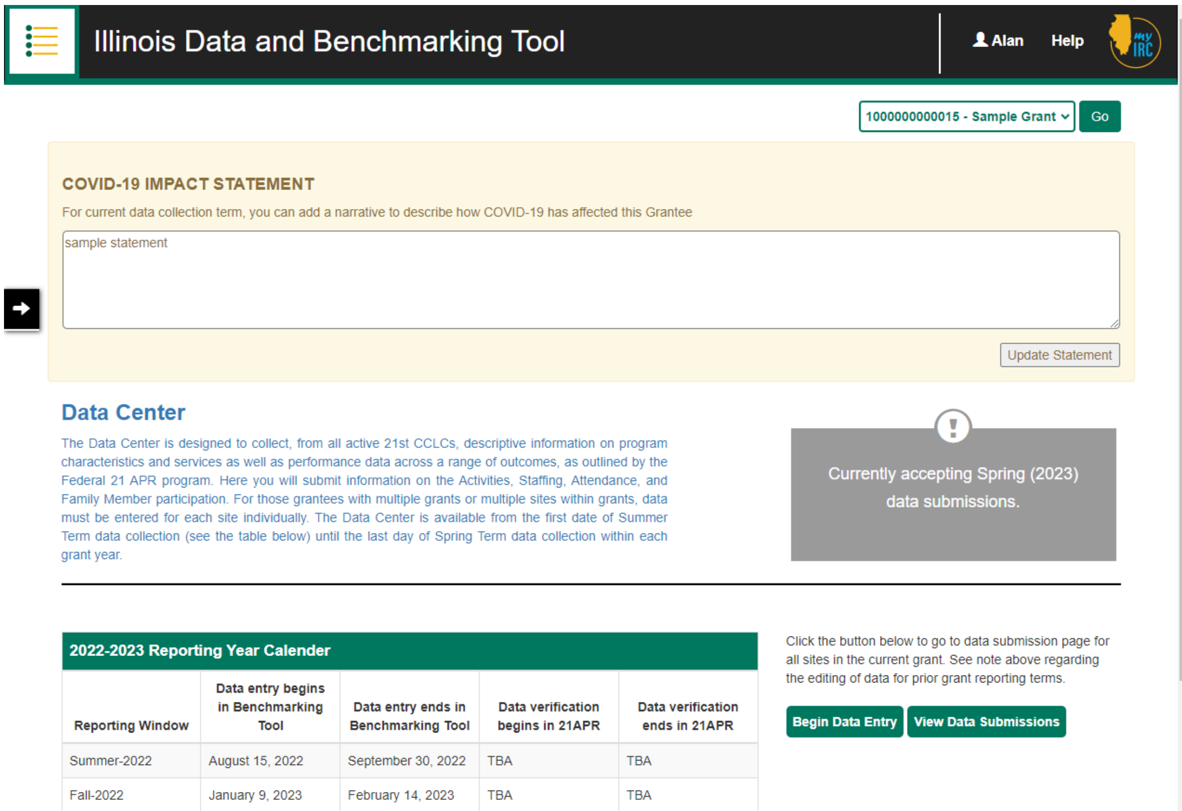
Data Center



Data Center.

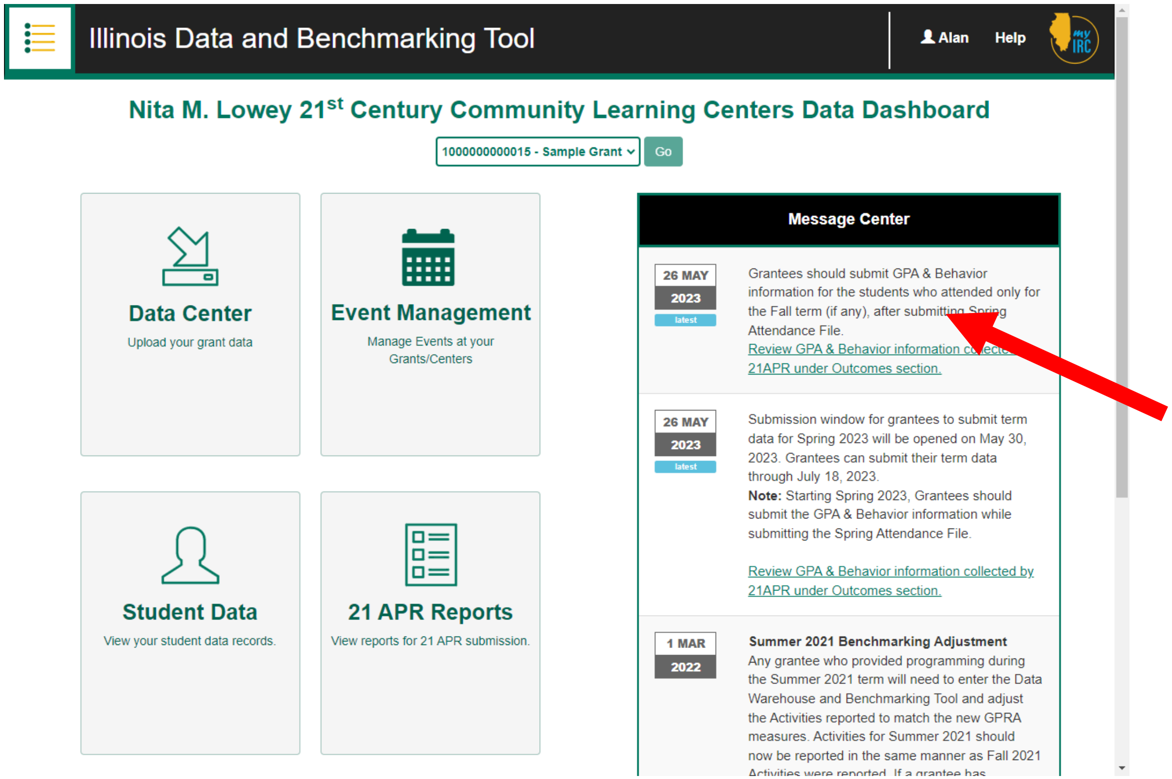
The portal for entering data into the Data Tool at the end of each grant term.

Data Center



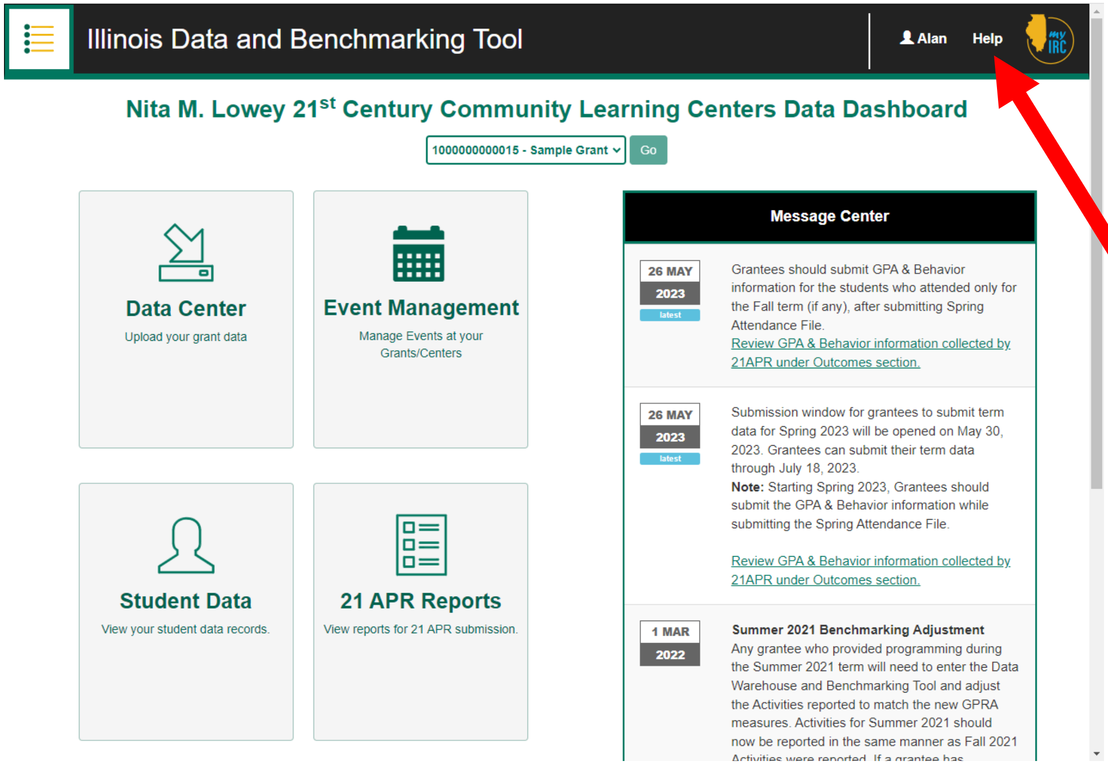
Roster data can be loaded all at once by uploading an excel file using the template provided on the site. Other grant data (staffing, etc.) can be hand entered through the data center.

Message Center



The Message Center is updated to provide reminders of submission deadlines and pass on messages from the 21st CCLC administration team at ISBE.

Help Center



Help Center.
User guides and Frequently Asked Questions to assist you in your use of the Data Tool.

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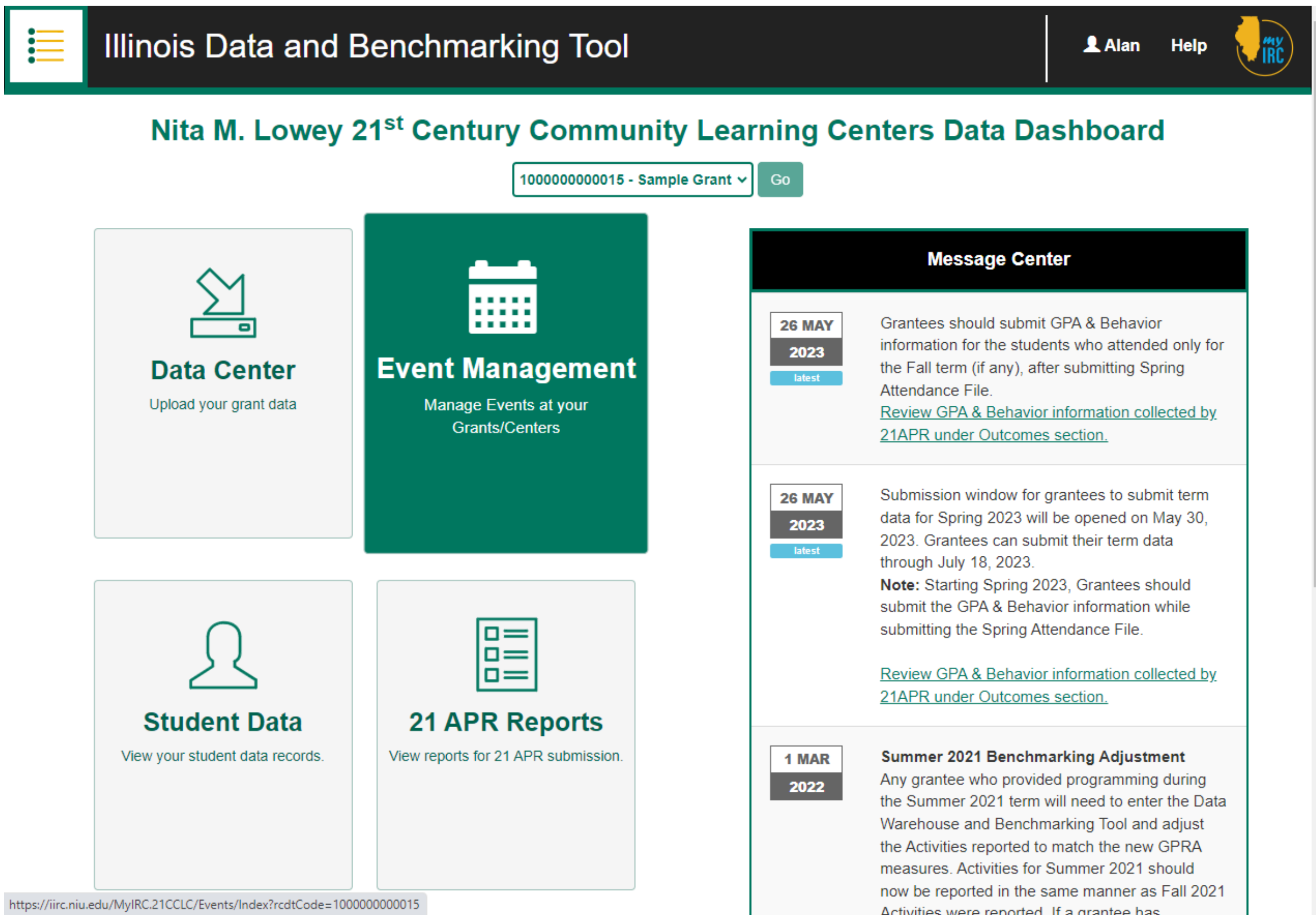
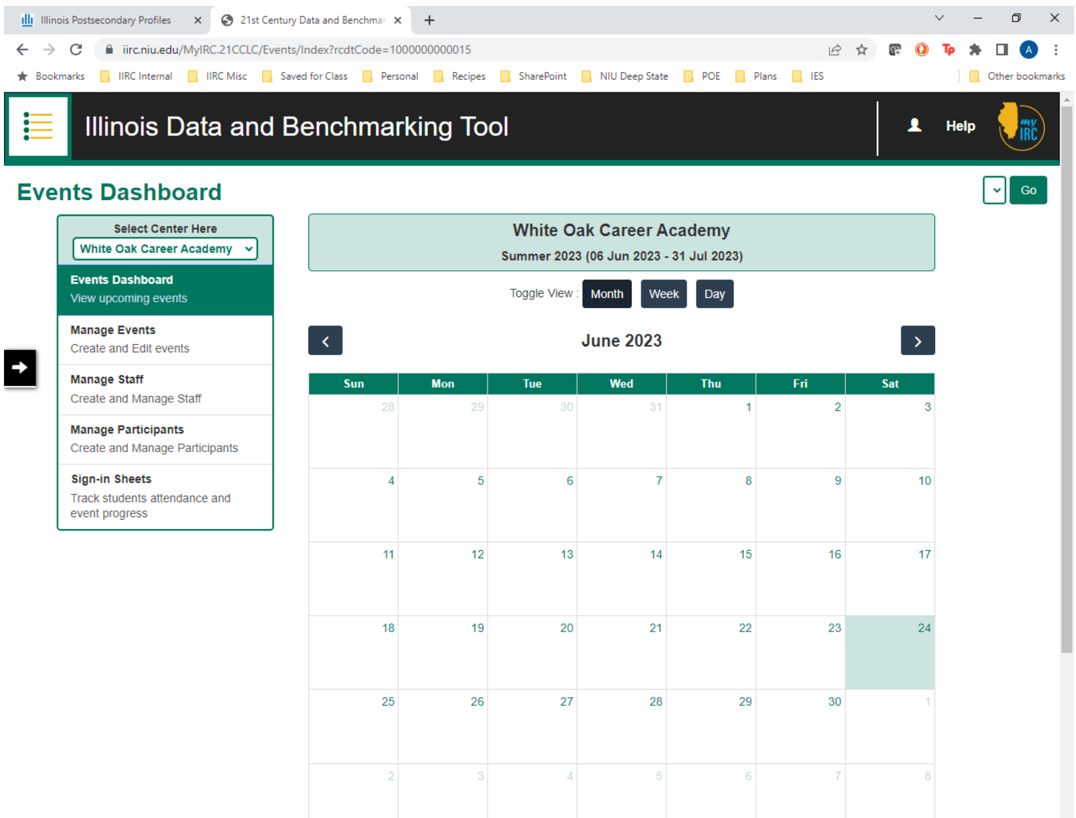
Event Management



Event Management



The system includes a subsystem for simple event management. Data feeds automatically from the event management screens into other tables within the tool.

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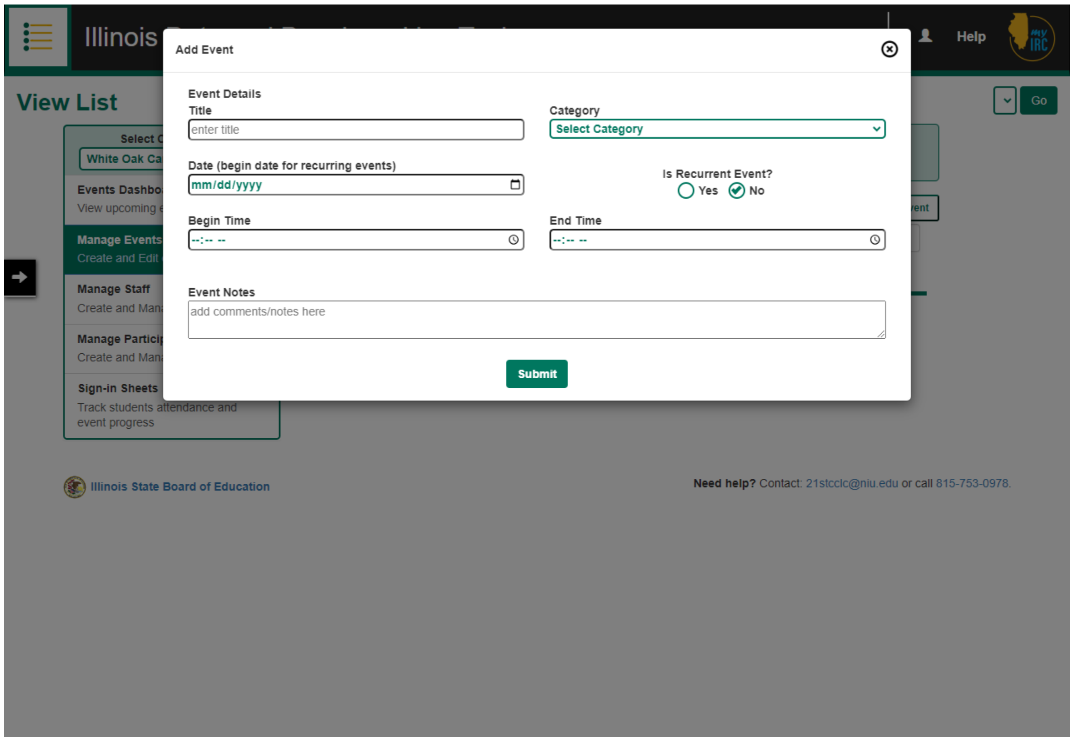
Event Management



Build events quickly using simple configuration screens.

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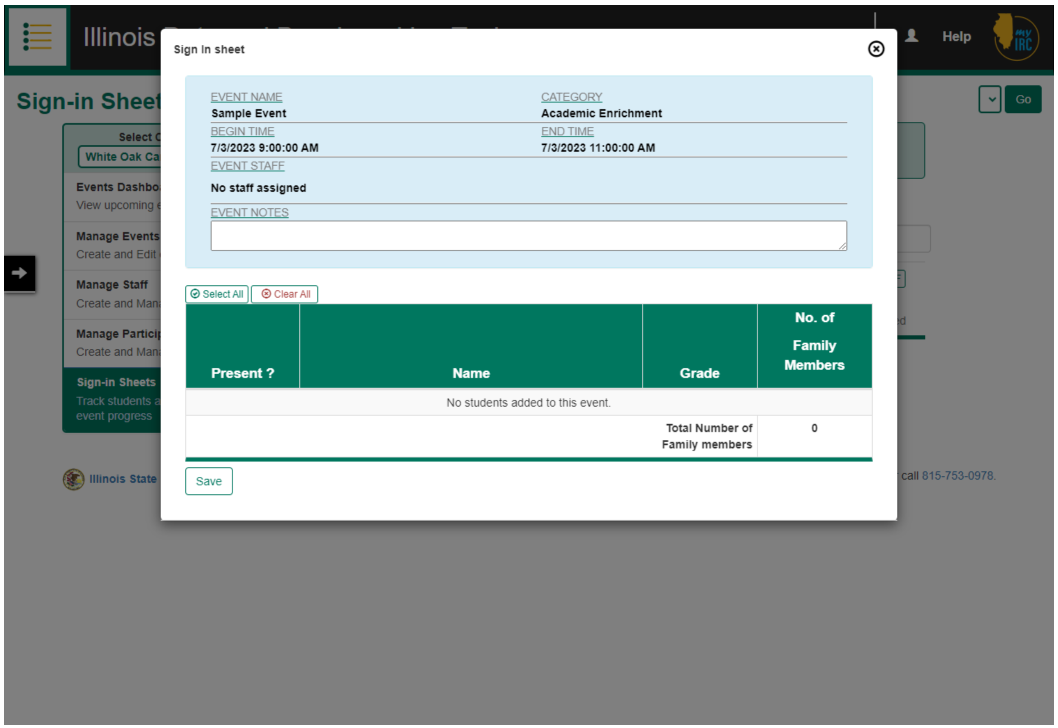
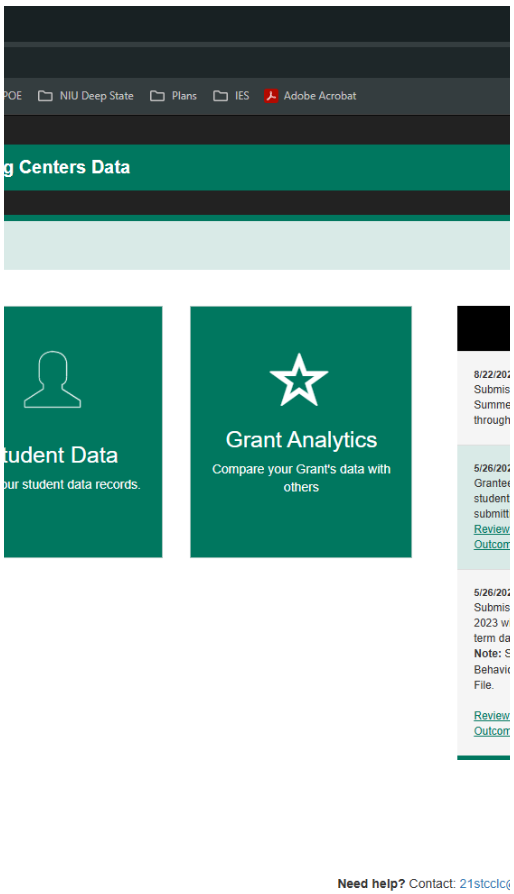
Event Management



Take advantage of printed or electronic sign-in sheets; information about staffing and attendance is automatically calculated.

Grant Analytics



- Grant analytics supports analysis of your collected grant data.
- Compare sites within grants, grants within your organization, or even sites across grants within your organization.

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Thank you!

21st CCLC Production Team

Illinois Interactive Report Cards at NIU

Monitoring

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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.

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Monitoring Overview

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

- Tier I – Biannual Calls
- Tier II – Desktop Audit
- Tier III – On-site Visit

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Tier I Monitoring – Biannual Calls

- Every grantee is required to participate in Tier I monitoring twice per year.
- Every co-applicant must be invited to the Biannual Call, but they do not have to attend.
- 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.

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Tier II Monitoring (Desktop Audit) Purpose

- To ensure grantees and their programs are in compliance with the 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.

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Tier II Monitoring – Desktop Audit

- 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 (future contract holder 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.

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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

- Tier III monitoring is the most comprehensive component of the monitoring protocol.
- It is a combination of interviews, an on-site visit, and review of submitted documentation.
- Grantees who demonstrate high risk on ISBE's risk analysis tool are selected for Tier III monitoring.

Tier III Monitoring

- Grantees will be notified 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.
- ISBE will send a request for documentation and the deadline for its submission.

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Tier III Monitoring

- Recipients selected for the Tier III monitoring process will receive notification in mid-fall.
- At that time, the List of Documentation will be provided to those grantees.
- More information about this process will be given to those grantees at that time.

Tier III Monitoring

- 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.**

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Note on Monitoring

- ISBE is continuing to explore ways to streamline and improve our 21st CCLC monitoring process, including a greater focus on supporting continuous program improvement.
- ISBE will promptly communicate any adjustments made during FY 2026.

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Reminders

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Reminders

Upcoming Dates: Benchmarking

- System: MyIRC
- When to Expect It/Window Opening:
  - Fall 2025: *Jan. 12, 2026*
  - Spring 2026: *May 26, 2026*
- When is it Due/Completed:
  - Fall 2025: *Feb. 20, 2026*
  - Spring 2026: *July 10, 2026*

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Reminders

Upcoming Dates: Local Evaluation

- System:
  - *Template on ISBE 21CCLC webpage; report submission TBD.*
- When to Expect It/Window Opening:
  - *Template already available.*
- When is it Due/Complete:
  - *TBD*

Reminders

Upcoming Dates: Annual Survey

- System:
  - *TBD*
- When to Expect It/Window Opening:
  - *TBD*
- When is it Due/Complete:
  - *TBD*

Reminders

Upcoming Dates: Biannual Calls

- System:
  - *Email from ISBE principal consultant.*
- When to Expect It/Window Opening:
  - Fall (July-Dec.): *Calls typically take place in November*.*
  - Spring (Jan.-June): *Calls typically take place in May*.*
- When is it Due/Completed:
  - Fall (July-Dec.): *Must be completed by December 15*.*
  - Spring (Jan.-June): *Must be completed by June 15*.*

* Dates are tentative and subject to change.

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Reminders

Upcoming Dates: 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:

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

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Questions?

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:

- Ellen Garrity – egarrity@isbe.net
- Kristina Clements – kclement@isbe.net
- Damita Coleman – dcoleman@isbe.net

21st CCLC Mailbox – 21stcclc@isbe.net

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thank you

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