

# **UTAH STATE BOARD OF EDUCATION**

## **21<sup>ST</sup> CENTURY COMMUNITY LEARNING CENTER (CCLC) GRANT**

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### **ORIENTATION 2018**

# Contact Information

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Utah State Board of Education

ESEA Federal Programs and Related State Initiatives

Education Specialist

# 21<sup>st</sup> CCLC Grant Focus Areas

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An out-of-school-time program that:

- Provides opportunities for academic enrichment to meet State and local student performance standards in core academic subjects such as reading and mathematics;
- Offers students a broad array of additional services that are designed to reinforce and complement the regular academic program of participating students; and
- Offer families of students served by community learning centers opportunities for literacy and related educational development.

# Utah Grants System

# Invoice General Ledger & Time & Effort Documentation

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- Quarterly invoicing recommended, monthly invoicing preferred
- Must submit general ledger and time and effort documentation with each invoice submitted

# Budget

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- Any budget changes of 10% or more from any line item, need justification

# Carryover Policy 2018-2019

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- Grantees can **carry over less than 25% of the total grant amount per year for each grant award**. Any 21st CCLC grantee planning to carry over less than 25% of their grant funds from the previous year must provide the following information:
  1. Written justification of the need for the carryover; and
  2. A plan to use the balance of the carryover funds for the state purposes of the grant.
- Grantees can request to **carry-over more than 25% of the total grant amount per year for each grant award, once every three years**. However, grantees must provide the following information:
  1. Written justification of the need for the carryover;
  2. A plan to use the balance of the carryover funds for the stated purposes of the grant; and
  3. A budget narrative detailing how the funds will be spent.
- The carryover request is due by email on November 15. USBE staff will notify the grantee via email of approval of carryover funds by December 1.

# Program Income

# Renewability

# Evidence-Based Practices

# Evidence-Based Resource List

# Monitoring & Evaluation

# Rule R277-715. Out-of-School Time Program Standards

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## **R277-715-1. Authority and Purpose.**

The purpose of this rule is to set standards for high quality out-of-school time programs, and establish the programs required to adopt those standards.

## **R277-715-2. Definitions.**

(1) "Assessment tool" means the Utah After-school Program Quality Assessment and Improvement Tool developed by a statewide multi-agency stakeholder group, and administered by the Utah After-school Network.

(2) "Out-of-school time" means time that a student at a participating program is engaged in a learning environment that is not during regular school hours, including before school, after school, and during the summer.

(3) "Participating program" means a program that receives funds from the Board or from the Department of Workforce Services to support the program's out-of-school time programming.

## **R277-715-3. Requirements and Standards for High Quality Out-of-School Time Programs.**

- A participating program shall:
  - use the assessment tool to determine the extent to which the program is meeting the standards
  - ensure that it is working toward achieving the standards; and
  - collect and submit student attendance data to the Superintendent in a format prescribed by the Superintendent.
- The Superintendent shall provide for a flag in a student's data file to indicate the student's attendance in a participating program.
- The safety standard includes components in order to provide a safe, healthy, and nurturing environment for all participants.
- The skills standard includes components in order to encourage participants to learn new skills.
- The administration standard includes components in order to ensure that the program is effectively administered.

# Grant Award Requirements: Monitoring and Evaluation

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## Program Evaluation Requirements

“Periodic” evaluation based on the *Principles of Effectiveness*

Results must be:

1. Used to refine, improve or strengthen program and to refine performance measures
2. Made available to the public upon request

Monitoring and Evaluation	Due Date	Quality Improvement Efforts	Due Date
21APR – Federal Reporting System	Typical Window: Summer Data: May 1 to May 18 Fall Data: May 23 to July 20 Spring Date: August 1 to November 30	Technical Assistance Participation with Utah Afterschool Network	Ongoing
Carryover Request	Fall	Program Site Visits	Ongoing
Continuation Applications & Budgets	Spring	Observations	Ongoing
Periodic Program Evaluation	Ongoing	Quality Tool	Fall 2018 and February 27, 2019 for new grantees
Desk Audits	Ongoing	Quality Tool Program Information	System Open March 18 to May 10, 2019
On-Site Monitoring Visits	Ongoing & Official Visits Scheduled in Grant Years 2 & 4		

# 21APR System

# 21 APR System: Monitoring and Evaluation

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## 21 APR Federal Reporting System

- Used by federal partners to report outcomes of the grant program to Congress
- Utah utilized state assessment data and teacher reports
- Four areas of reporting:
  - Activities
  - Staffing
  - Participation
  - Outcomes

# Quality Improvement & Program Site Visits

# Resources

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[www.sedl.org/afterschool](http://www.sedl.org/afterschool)

[www.ed.gov/programs/21stcclc](http://www.ed.gov/programs/21stcclc)

[www.y4y.ed.gov](http://www.y4y.ed.gov)

[www.utahafterschool.org](http://www.utahafterschool.org)

# Utah Afterschool Network - Afterschool Partner and Technical Assistance Provider



**UTAH**  
Afterschool  
Network

# Welcome to UAN

21<sup>st</sup> CCLC Grant  
Orientation Meeting

# Utah Afterschool Network

Every child in Utah has access to high quality afterschool programs.

- UAN Vision



## Meet UAN



**Kelly Riding**  
**Executive Director**



**Ben Trentelman**  
**Director of Operations**



**Emilie Holdaway**  
**PLS Director**



**Amberley Motts**  
**PLS Coordinator**

## Out-of-School Time Specialists



**Kira Coelho**  
**OST Specialist**



**Chaz Pounder**  
**OST Specialist**



**Angel Gomez**  
**OST Specialist**



**Kristen Knoche**  
**OST Specialist**



**Elinor Blankenship**  
**OST Specialist**

# What We Do

- We support high quality programming by:
  - Supporting programs
  - Supporting staff
  - Supporting afterschool



# Supporting Programs

## **CONSULTING**

External experts, Sharing "how to" knowledge, Process and Content.

## **COACHING**

Hands on, Application, "how to apply", and Modeling techniques.

## **PRESENTATIONS**

Relaying information and structured ways to transfer knowledge.

## **RESOURCES/FACILITATING TRAININGS**

Sharing best practice materials, tips & tricks, making the process & learning easier.

# Supporting Programs

## Quality Self Assessment Tool

Due February 27, 2019

## Program Information Form

[utahafterschool.org/quality](http://utahafterschool.org/quality)



BE SAFE



DEVELOP  
MEANINGFUL  
RELATIONSHIPS



LEARN NEW  
SKILLS



ADMINISTRATION

# Supporting Programs

UAN specialists are reliable in conducting the following External Observations:

- **School-Age & Youth Program Quality Assessment**
  - Overall program structure and relationships

# Supporting Staff



## SAVE THE DATE

2018-2019 Professional Learning Opportunities

### Behavior Management Institute

Saturday, September 8, 2018  
9:00 am – 3:00 pm  
Salt Lake City  
\$75

Saturday, January 26, 2019  
9:00 am – 3:00 pm  
Salt Lake City  
\$75

### UAN eLearning Institute

Annual Membership  
\$75

### Jump Start

Friday and Saturday,  
November 2-3, 2018  
Ogden  
Two-Day \$150  
Single Day \$90

### Southern Recharge

Saturday, February 9, 2019  
St. George  
\$50

### Northern Recharge

Saturday, February 23, 2019  
Salt Lake City  
\$50



For more information, visit:  
[utahafterschool.org](http://utahafterschool.org)

# Contact Information

[utahafterschool.org](http://utahafterschool.org)

[info@utahafterschool.org](mailto:info@utahafterschool.org)

801.359.2722

Sign up for our newsletter!

# Contact Information

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