



**Afterschool Centers on Education™**

**Success – A Texas State of Mind™**

# **Cycle 6.1 Orientation Program Requirements**

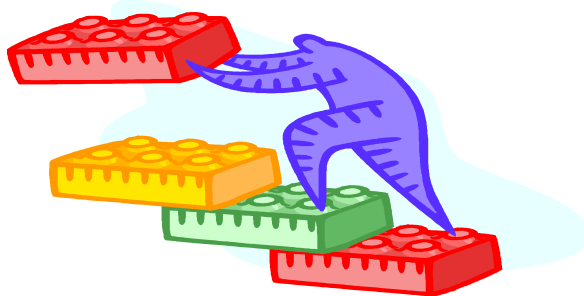
Candace M. Ferguson

21st CCLC State Coordinator/Program Manager

Funded by the 21st CCLC Program administered by the US Department of Education

# Program Requirements

- Built upon those established in Cycles 1-5



- Help establish highly effective, rigorous & self-sustaining after-school programs

# Key Changes to Cycle 6

- Funding Formula
- Funding up to 10 Centers
- Weekly hour requirement reduced
- Match not required
- Program Evaluation costs

# Funding Requirements

- Funding amount increased- up to \$200,000 per center for up to 10 centers
- Based on cost per participant/ Funding Matrix
- Leveraging 21<sup>st</sup> CCLC funds with other allowable fund sources to develop comprehensive budget

# TEA Requirements

# 5 Year Strategic Plan

- Marketing plan
- Resource development plan
- Implementation plan
- Annual operation plan
- Due with continuation application

# Community Afterschool Task Force

- Assist in developing goals for the program
- Secure community buy-in & support
- Develop the strategic plan
- Fully operational before the end of the first year

# Staffing

- Full-time Project Director:
  - Oversees all grant activities
  - Manage up to 10 centers
  - Main contact with TEA
- Full-time Site Coordinator:
  - Manage overall functions of the center
  - Coordinates all activities at the center
  - Available during the school day

# Management Plan

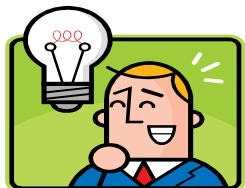


- Communication is key
- Ensure staff is fully equipped (RFA, Application/  
Budget)
- Keep contact information current



# Management Plan, cont.

- Monitoring & Evaluation
  - TEA Monitoring- through data analysis & Program Implementation Assurance Consultants
  - Internal Monitoring- ongoing & internal monitoring is your responsibility



## Planning: Keep these in mind

- 21<sup>st</sup> CCLC Programs must be:
  - Designed with a specific framework
  - Established through a comprehensive, collaborative, and coordinated approach
  - Implemented effectively based on feedback from:
    - Schools
    - Students & Families
    - Community

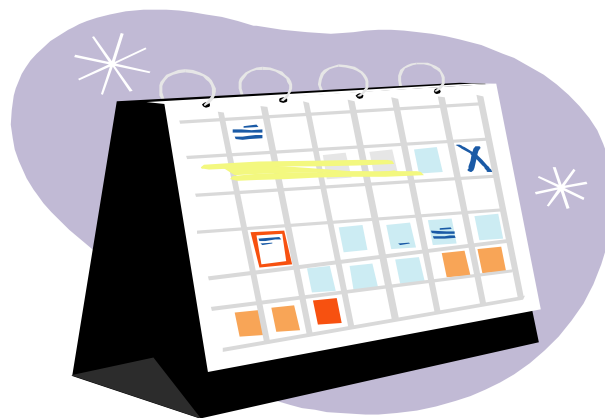


# Center Operation Requirements

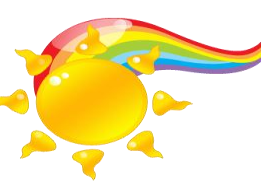
- **Remember**: Planning is of utmost importance!
- Attendance in the program must be consistent
- 21<sup>st</sup> CCLC days need to align with instructional schools days
- Center Service Delivery Plan

# Program Requirements

- 12 hours per week, 4-5 days per week (Fall & Spring Term)
- 4 hours per day, 4 days per week, minimum of 4 weeks (Summer)



# Summer Programming

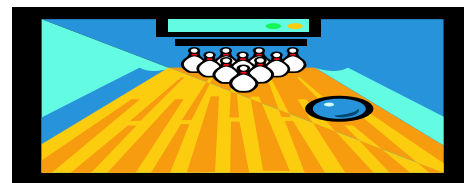


- Plan ahead
- Be prepared
- Be flexible



# A word about Adjunct Sites!

- Adjunct sites are facilities where supplementary program occurs
- Activities at adjunct sites:
  - occur occasionally
  - support activities at the main center
  - cannot replace or exceed those that occur at the main center
  - Ex: swimming pools, library, bowling alley



# Center Service Delivery Plan

- Tool introduced to assist grantees in developing activities based on campus needs assessment
- Essential to the success of a program
- Includes process of planning, developing & coordinating services
- Must be conducted annually by site coordinator

# Four-Component Activity Guide

- Academic Assistance
- Enrichment
- Family & Parental Support Services
- College & Workforce Readiness

# Student Activities

- Must be innovative & interactive
- Must be hands-on & based on best-practices
- Must align with school day instruction

# Adult/ Family Activities

- Specific purpose of Federal law:
  - Offer families of students served by CCLC's opportunities for literacy and related educational development.
- Ongoing and sustained participation is key
- Ongoing = GED classes, resume development, parenting classes, ESL, Computer Literacy, etc.

## Adult/ Family Activities, cont.

- One-time events
  - Examples include: Family night, movie night, open house, etc.
  - While these do not conform to the learning of a new skill per se, they are important!
  - One-time events should be provided to draw parents/ family members into the program

# TEA Expectations

- Grant Application Expectations
  - Competitive review process
  - Scope cannot change
  - Consequences of non-compliance:
    - Make up days/ weeks missed
    - Loss of Funding
    - Non-renewal of grant during continuation process
    - Not eligible for funding in future cycles

# A word about

## ...who to contact & when?

- 1<sup>st</sup>- Do your Research
  - RFA is your first point of reference (FAQ's/ Errata)
    - Part 2: Program Guidelines
    - Program Operation Procedures Appendix
  - Grant Application
  - Governing Directives
    - OMB Circulars, EDGAR, USDE Non-Regulatory Guidance
- 2<sup>nd</sup>- Follow your chain of command
  - Site Coordinators > Project Directors > Edvance Help Desk
  - TEA

# Questions?

- We want you to be successful so please feel free to call for clarification:
- Program Questions- Program Requirements, Training, TX21st, TEASE access, etc.
- Financial Questions- NOGA, Amendments, Expenditure Reports, Allowable/ Unallowable Costs

# TEA Contacts

- Division of School Readiness & Partnerships:  
State Coordinator/ Program Manager- Candace Ferguson (512-463-5619) [candace.ferguson@tea.state.tx.us](mailto:candace.ferguson@tea.state.tx.us)  
  
Program Specialist- Liza Lorenzi (512-463-9762)  
[liza.lorenzi@tea.state.tx.us](mailto:liza.lorenzi@tea.state.tx.us)
- Division of Discretionary Grants:  
Fiscal Grant Manager- James Connolly (512-463-7835) [james.connolly@tea.state.tx.us](mailto:james.connolly@tea.state.tx.us)

# Special Conditions for Year 1

- Applicants will receive 50% of the originally requested grant award in year 1.
- Grant period: 2/1/10 – 7/31/10.
- Pre-award costs allowed from 1/1/10 for costs associated with attending trainings etc (Project Director salary etc.)
- Activities for students & adults can begin on/after 2/1/10, but must begin by 6/1/10.

# Continuation Application Process (Years 2 - 5)

# Year 2 Application Process

- Application will be e-mailed to contact (listed in TX21st) on March 30,2010.
- RFA also posted to TEA website.
- Application due to TEA on April 27,2010.
- Grant Period: August 1,2010–July 31,2011
- Program Services/Activities must begin no later than Tuesday, September 7, 2010.

# Expectations

- For years 2-5 grantees must maintain the scope and level of program services to students and adults as outlined in the originally submitted year 1 grant.
- If you are unable to comply with this requirement then you will not be issued a continuation grant.

# Changes Not Allowed

- Grantees will not be permitted to reduce any of the following:
  - Number of weeks of program services
  - Number of days per term
  - Number of program hours per week
  - Number of regular, unduplicated Students to be served
  - Number of adults to be served