



PROGRAM SPECIFICS

February 28, 2013

ISBE New Grantee and New Project
Director Meeting

Grant Expectations

- Implementation of what was proposed in your application
- Subcontractors
- Quality Programming -
- Students
- Parents and families – serve only families of the students enrolled in the program
- Evaluations/Progress Report
- Surveys
- Trainings

Memorandum of Understanding

- Know what it says
- Modify as necessary
- Ensure the duties of each party are being fulfilled

Stevens' Amendment

- Successful applicants will be subject to the provisions of Section 511 of P.L. 101-166 (the “Stevens’ Amendment”) due to the use of federal funds for this program.
 - **All announcements and other materials publicizing this program must include statements as to the amount and proportion of federal funding involved.**

Program Specifications

- Attachment 13

Program Specific Jigsaw

Read over the terms

Explain what the terms mean

Record notes on chart paper

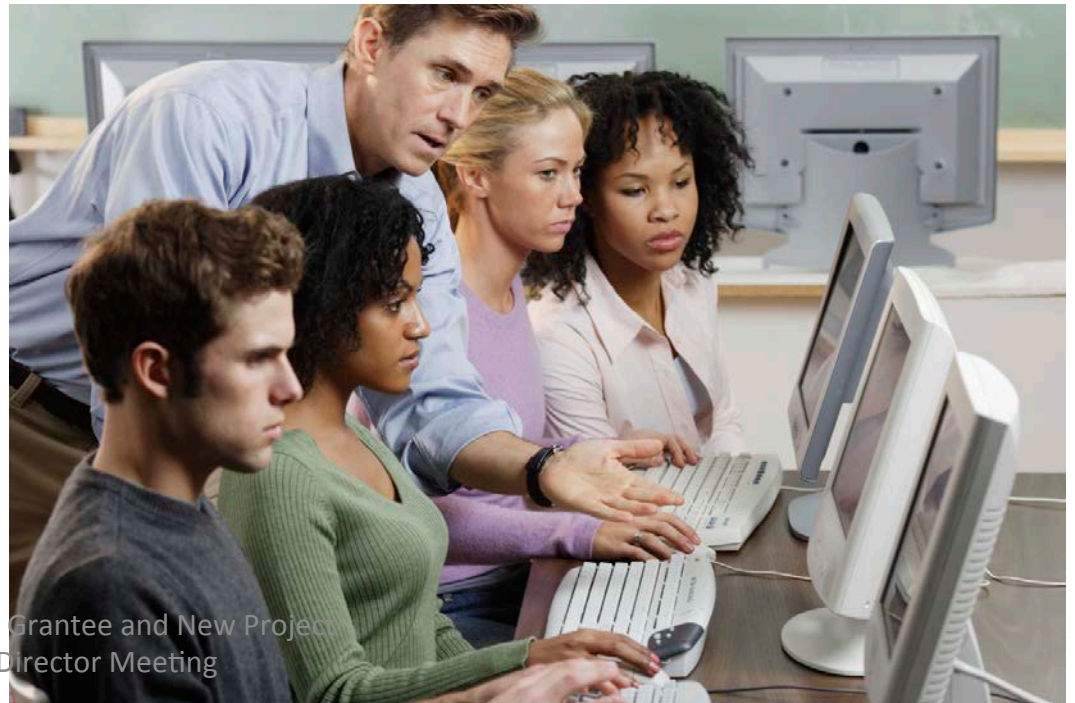
Share your ideas with the group

Professional Development

Professional Development

Provide training to all staff members:

- Onsite, online or conferences
- Out of state conferences using 21st CCLC funds must be approved by ISBE



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Professional Development

- Support staff in professional growth to meet the needs of the program
- Help school day teachers to teach differently after school
- Visit the You for Youth website <http://y4y.ed.gov/>

Program Evaluation

Program Evaluation

Principles of Effectiveness

- 21st CCLC programs must be based on the established principles of effectiveness.
- Program goals and objectives as well as program evaluations must incorporate the principles of effectiveness and serve as the basis for gauging the overall success of the program.

Principles of Effectiveness

- An assessment of objective data regarding need for the before and after school programs (including summer or other periods when school is not in session) and activities in the schools and communities;
- An established set of performance measures aimed at ensuring the availability of high-quality academic and enrichment opportunities; and
- If appropriate, scientifically-based research that provides evidence that the program or activity will help students meet the Illinois

Program Evaluation

State Evaluation

- All grantees are required to participate in the data collection process for the statewide evaluation.
- New grantees in their first year of implementation will be required to complete a progress report to be submitted on December 1.

Program Evaluation

Local Evaluation

Grantees are required to:

- Annually evaluate programs funded with 21st CCLC funds.
- Assess the quality of the academic enrichment component and the goals and objectives of your program and state goals.
- Assess the academic progress of the children enrolled in the 21st CCLC program.

Fiscal Information

- Initial Budgets
- Amendments
- FRIS
- Expenditure Reports

Initial Budgets

- Use the proper function and object codes per Title 23 Illinois Administrative Code-Part 100
- Provide sufficient detail for all expenditures
(using the function name description provided is not sufficient detail)
- Grantees submitting grants in “substantially approvable” form can begin obligating funds at the time of receipt by ISBE or on July 1st, whichever is later

Initial Budgets, cont.

- Under the federal guidance and OMB circular A-87, there are allowable and unallowable costs for federal funds
- If in doubt, do not obligate!

Budget Amendments

- An amendment must be submitted when any cell within the budget changes by \$1000 or 20% whichever is greater; or if you are opening a new cell within the budget
- Amendments must be submitted and approved **prior** to the purchase or change
- Amendments may be submitted at any time throughout the program year
- Final amendments must be submitted no later than **30 days prior to the approved end date of the project**

FRIS INQUIRY

Financial Reimbursement Information System

FRIS Inquiry Home	Help	Content Summary	ISBE Home	Finance	Division Links
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Financial Reimbursement Information System
Illinois State Board of Education



Search Info

Project Year: 2013 ▾

Search By: **RCDT Code or Entity Name**

Contains:

*Example:

- RCDT (Region County District Type) Code:
01001172022
- Entity Name: Quincy (not case sensitive)
- Enter RCDT Code or Entity Name for displaying project based Reports

Project Information

Payment Information

Reports

[Contact Us](#)

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FRIS INQUIRY

- **Project Information:**
 - “Display Projects” allows you to view all projects for a selected entity
- **Payment Information:**
 - “Display Payments” allows you to view entities receiving payments
 - Recipient/Payee Payment Screen: uses the RCDT code of the entity you wish to view more detailed information about
- **Reports:**
 - “Project Based” allows you to view reports based on *project specific information*
 - “Summary Reports” allows you to view reports based on *program summary information*

Expenditure Reports

- Expenditure reports detail actual expenditures based upon the approved budget
- Expenditure reports must be done by the 20th day after the end of the quarter BUT can be done more frequently as needed
- Vouchering is done by ISBE on a weekly basis
- Failure to submit an expenditure report will result in funds being frozen until such time the report is submitted

Fiscal Resources

- **Fiscal Policies and Procedures Handbook**
http://www.isbe.net/funding/pdf/fiscal_procedure_handbk.pdf
- **Funding and Disbursement Division**
<http://www.isbe.net/funding/default.htm>
- **ISBE 21st Century Community Learning Centers**
www.isbe.net/21cclc
 - Archived webinars and PPT presentations
 - E-Grants and IWAS procedures
 - RFP documents, including allowable cost details
 - Before and after school resources

Profile and Performance Information Collection System (PPICS)

Profile and Performance Information Collection System (PPICS)

- **All grantees are required to submit an Annual Performance Report (APR)**

The dual purpose of the APR is to:

1. Demonstrate that substantial progress has been made toward meeting the goals and objectives of the project.
2. Collect data that addresses the performance indicators for the 21st Century Community Learning Centers program. This is aligned with the integrated evaluation system that the Illinois State Board of Education is currently developing.

PPIC Milestones

School year 2012-2013



Milestone 1 – Due June 28, 2013

Grantee Profile, Operations, Staffing, Feeder Schools



Milestone 2 – Due July 31, 2013

Teacher Surveys, Activities, Attendance



Milestone 3 – August 30, 2013

Grades, Partners



Milestone 4 -- October 31, 2013

State Assessment, Objectives and all additional parts of the APR must be certified as complete. APR must be completed.

PPICS Reminders

- Tips for completing PPICS are available on the PPICS website <http://ppics.learningpt.org>.
- Funds will be frozen for grantees that do not complete the milestones on time.
- If you need any assistance in accessing the PPICS system, please contact the Learning Point Associates Help Desk at 21stcclc@contact.learningpt.org or by calling toll-free (866) 356-2711. The Help Desk will be staffed Monday through Friday between 8:30 a.m. and 5:00 p.m. Central Standard Time. You can also leave a detailed message at anytime.