



21st Century Community Learning Centers (21st CCLC)

Technical Assistance Workshop
January 22, 2013

Michigan Department of Education
Office of Great Start/Early Childhood Education and Family Services



Our Website

www.michigan.gov/21stcclc





21st CCLC Basics

- ESEA Title IV, Part B (No Child Left Behind Act)
- Michigan will anticipate receiving \$40.3 M in FY2013
- \$11.9 M for new grants in Cohort H
- \$27.3 M for Cohorts F & G continuation grants
- Competitive grant
- Consistent with Michigan State Board of Education Goal and Reform Priorities

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21st CCLC Basics

Initial year for Cohort H

- 07/01/13-06/30/14

Four continuation years possible

- 07/01/14-06/30/15
- 07/01/15-06/30/16
- 07/01/16-06/30/17
- 07/01/17-06/30/18

Next round same time next year

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21st CCLC Purposes

Federal Priorities

- Academic Enrichment
- Tutorial Services
- Homework Help
- Federal Targets

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21st CCLC Purposes

Other Activities

- Youth development
- Drug and violence prevention
- Counseling
- Character education
- Art and music
- Recreation and sports
- Technology education
- Health and nutrition

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21st CCLC Purposes

Services to Students' Families

- Family literacy and educational development
- Family involvement in education
- Family technology education

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Eligible Applicants

- Local Education Agencies (LEA)
- Colleges and Universities
- Faith and Community-Based Organizations (FBCOs)
- Consortia/partnerships of the above
- Must propose service to students who attend schools with a minimum of 30% eligibility for free and reduced price meals

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Eligible Applicants

- Current grantees
- Applicants may apply for multiple grants to serve different groups of students (at different schools)
- Previous cohorts may re-compete

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Funding Range

- Minimum grant award is \$50,000 per year
- Maximum grant award is \$135,000 per site
 - 4 days per week for 2.5 hours per day
 - 32 weeks during the school year
 - 6 weeks during the summer
 - Total of 38 weeks
 - Require 320 hours during the school year and 60 hours during the summer
- Maximum of 5 sites per application

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Application Review Process

- Grant reviewers needed
- Scored according to rubrics
- Maximum score of 180 + 70 priority points = 250
- Review panel
 - Team of 3 per application
 - Reviewer training required

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Application Review Process

- Rank order according to score
- Additional factors may apply
 - Duplication of effort
 - Duplication of funding
 - Geographical distribution
 - Evidence of previous successful grant performance
 - Prioritization based on the State Board of Education Goal and Reform Priorities
 - Superintendent priorities

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Cover of Application

- Identify applicant organization
- Identify co-applicant
- List the school(s) to be served
- Original signature of applicant's authorized official in **BLUE INK** on original application

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Is This School Eligible?

We recommend checking each building's Free and Reduced Price Meal percentage to confirm 30% school eligibility level.

- October 2011 data will be posted on our website:

www.michigan.gov/21stcclc

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Assurances

- Official's signature in **BLUE INK** on the original application
- Affirms that the applicant will comply with all requirements
- The application is a **BINDING CONTRACT** if the grant is awarded

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Co-Applicant Agreement

- Include only if:
 - Application is a partnership between an LEA and a FBCO or
 - Application is a partnership of several eligible agencies or LEAs
- Applicant is the fiscal agent

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Co-Applicant Agreement

- Partners are collaborating LEA(s) or agency(ies)
- Copy page 1c for more partners if needed
- Original must have signatures in **BLUE INK**

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Acknowledgment Forms

- 20 points
- Rubric on pages 12-13
- 3 types of forms
 - Need for Project – page 2a
 - Effort to Collaborate – page 2b
 - Intent to Provide Services – page 2c
- Duplicate each form as many times as necessary

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Need for Project

- Provided by agency or group supporting the project
- Shows community coordination of services to students
- Recommend using letters of support instead of forms

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Effort to Collaborate

- Required for all applicants
- Need form for each LEA superintendent AND principal of each school identified for services
- Verifies how the school will collaborate with the applicant

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Intent to Provide Services

- For entities that will provide services, but are not part of the formal management consortium
- Form or letter should list the specific services to be provided and indicate agreement to provide them as described in the narrative and the budget

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Project Abstract

- 55 points
- Rubric on page 14 used to provide brief information about the project
- Often copied to represent the project to the public
- Use 3rd person
- Do not include attachments

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Narrative Proposal and Project Plan

- 15 pages of narrative
 - Number the pages
 - Verdana 11 point
- Copy Project Plan form as many times as needed

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Narrative Proposal and Project Plan

- Includes 6 sections
 1. Assessment of Need
 2. Quality of Proposed Project Model
 3. Facility Plan
 4. Program Personnel
 5. Evaluation
 6. Commitment, Capacity, and Sustainability

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1. Assessment of Need

- 10 points
- See page 14 of instructions
- Describe need for enrichment and academic programming and rationale for the project design
- Include data to support need

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Priority Points

- 70 points total
- See pages 16-17 of instructions
 - Links for all needed data are provided
- Points based on percentage of schools meeting various priorities

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Priority Points

- Title I school-wide eligibility (40% free and reduced*)
15 points possible
- Free and reduced eligibility is greater than 50%
10 points possible
- Extreme poverty based on census data
5 points
- “Priority” schools – 2011-12 Top-To-Bottom (TTB) Ranking
15 points

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*The October 2011 data will be used. MDE will use the district average percentage for a middle or high school where individual building percentage is lower. Use the data found on the Child and Adult Care Food Program School Data for Family Day Care Home Tiering and At-Risk, only if the free and reduced price meals data in the link above appears as 0 or 0 percent, link found on bottom of second page of Priority Points pages.



Priority Points

- Schools identified with a z-score of less than zero on the 2011-12 TTB metrics 15 points possible
- Joint application between LEA and FBCO proposing service to buildings in school improvement status
5 points possible
- Sites serving students in any grade 6 through 8
5 points possible

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2. Quality of Proposed Project Model

- 5 points
- Rubrics on pages 19-22
- Use narrative and project plan forms
- Complete, thorough plan, including all of the items on pages 18-19

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Include

- Goals, objectives, activities
- How project addresses stated needs
- Linkages
- Number of students, hours, features
- Location, sites, accessibility, transportation
- Operational information
- Collaboration
- Parent involvement and services
- Staff qualifications and staff development
- Program evaluation
- Services...

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...Services

Academic Enrichment

- Expansion of curriculum
- Tutorial services
- Homework help
- Connections with school and students' teachers
- Connections between 21st CCLC program and school curriculum and goals, including school improvement activities

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Youth Development

- Drug and violence prevention
- Counseling
- Character education
- Asset development
- Mentoring
- Health and nutrition



...Services

Family Services

- Services available only to families of enrolled students
- Family literacy
- Related educational services
- Parent involvement in their children's education
- Family activities

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Enrichment

- Arts, music, etc.
- Technology
- Recreation
- Sports
- Diversity of services to meet student needs





3. Facility Plan

- 10 points
- Rubric on page 23 of instructions
- Complete Part E on page 5
- Licensing of sites - Public Act (P.A.) 116
- Describe accessibility of the sites and how students will be transported or escorted if non-school sites are to be used
- Sites appropriate for activities

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4. Program Personnel

- 30 points
- Rubric on pages 24-26 of instructions
- Full-time project director
- Full-time site coordinator(s)
- Required staff to student ratios as defined in Model Standards for Out-of-School Time/After-School Programs in Michigan

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4. Program Personnel

- National and state staff development participation
- Local staff development plan
- Volunteer and partner participation
- Staff involvement in continuous program improvement
- Complete Part F, page 6
 - Number of staff
 - Time each staff person will devote to the program
 - Degrees, certification and summary of experience

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5. Evaluation

- 20 points
- Rubric on pages 27-28 of instructions
- Local evaluation
- Statewide evaluation
 - YPQA
 - MSU Instruments
 - EZ reports
- National data collection

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6. Commitment, Capacity, and Sustainability Plan

- 20 points
- Rubric on page 29 of instructions
- Start no later than October 1
 - May start summer of 2013 after July 1
- Capacity
- Sustainability plan for beyond federal funding

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Budget

- 10 points
- Rubric on page 33 of instructions
- Funding period: July 1, 2013-June 30, 2014
- Includes 3 parts: Budget Summary, Budget Detail, and Budget Narrative
- Allowable, necessary, and reasonable expenditures for planned services
- Minimum request \$50,000
- Maximum request \$135,000 per site

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Budget

- **Administration capped at 10% of request**
 - Total of lines 230 - 260 and 280, plus indirect costs
 - Does not include rent of a facility not owned by applicant
 - Indirect may not exceed a maximum of 8% or the negotiated rate, whichever is lowest
 - Use line 281 for evaluation only. This does not count in 10% administrative cap
- **FBCOs**
 - May charge up to 2% for administrative costs, use line 250

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Budget

- Use negotiated indirect rate, if available
- Signatures in **BLUE INK** on original application
- Allowed /not allowed expenditures
- Check Education Department General Administrative Regulations (EDGAR) for more information

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Checklist and Packaging

- Include original application with signatures in **BLUE INK**, 4 copies for a total of 5 and an electronic version
- Attach one copy only of the MDE Data Form and Checklist to the top of the ORIGINAL application
- Do not attach supplementary materials
- Use binder clips only
 - Do not use special binding

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Mailing Directions

- Delivery by agent only
- ***MUST BE RECEIVED at MDE by 5:00 PM, February 25, 2013!!!***
- Confirmation of receipt will be faxed
 - If fax not received by February 26 -- CALL US!

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Questions?

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