

# 21ST CCLC COMMUNICATION & TIMELINE REVIEW

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**Department of  
Education &  
Workforce**

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# PRESENTATION OVERVIEW

**The 21<sup>st</sup> CCLC Program Manager Role**

**The 21<sup>st</sup> CCLC Blog on WordPress**

**The 21<sup>st</sup> CCLC Timeline on DEW's Website**

# The 21<sup>st</sup> CCLC Program Manager Role

- **Who is my program manager?**

- The 21<sup>st</sup> CCLC program manager serves as the primary point of contact for your grant
- You can check if this by visiting OEDS at the link below:  
<https://oeds.ode.state.oh.us/SearchOrganization>
- Type in the IRN associated with your grant (six digits, not your 5-digit grant number)
  - If you have multiple 21<sup>st</sup> CCLC grants, there will only be one program manager listed for all of them
  - If you don't have your IRN handy, try searching by Organization name



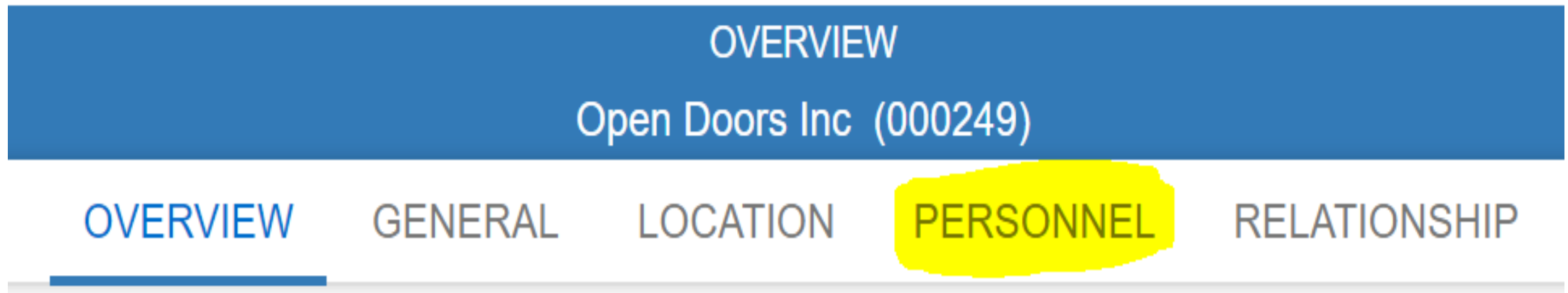
# The 21<sup>st</sup> CCLC Program Manager Role

Once you type in your Organization name or IRN, make your selection by clicking its name in blue

Search Results							
<i>i</i> Returned 1 results.							
SHOW <input type="text" value="10"/> ENTRIES							
▲ NAME	IRN	COUNTY	CITY	ORG TYPE	SCHOOL TYPE	STATUS	GRADE LEVEL
<b>OPEN DOORS INC</b>	000249	<b>Cuyahoga</b>	Cleveland	CHILDCARE/PRESCHOOL		<b>OPEN</b>	

# The 21<sup>st</sup> CCLC Program Manager Role

On the overview page, select the “personnel” tab



The next page will show you every role available to this Organization

# The 21<sup>st</sup> CCLC Program Manager Role

Type “21<sup>st</sup>” into the search box under “roles available to this Organization”

Roles Available to this Organization		
SHOW <input type="text" value="10"/> ENTRIES		SEARCH: <input type="text" value="21st"/>
▲ ROLES IN ORGANIZATION	DESCRIPTION	▼ NO. OF PERSONS IN ROLE
PROGRAM MANAGER-21ST CENTURY GRANT	Program Manager-21st Century Grant	1 Person
COORDINATOR-21ST CENTURY GRANT SITE	Coordinator-21st Century Grant Site	0 person
DATA ENTRY - 21ST CENTURY (21APR)	Data Entry - 21st Century (21APR)	0 person

This will filter the list to show you 21<sup>st</sup> CCLC-specific roles, including the program manager.



# The 21<sup>st</sup> CCLC Program Manager Role

Persons In this Organization

SHOW 10 ENTRIES SEARCH: 21st

NAME	ROLE ASSIGNED	DATE OF BIRTH	LAST 4 SSN	SAFE ACCOUNT	PERSON TITLE	ROLE STATUS	ROLE START DATE	ROLE END DATE
MEGHAN RICHARDS	PROGRAM MANAGER-21ST CENTURY GRANT			Yes		ACTIVE	06/21/2023	12/31/2500

If this is correct, click on their name to view more details



# The 21<sup>st</sup> CCLC Program Manager Role

Person Contact Details				
PHONE TYPE	PHONE NUMBER	EXTENSION	PRIMARY	PRIVATE
OFFICE PHONE NUMBER	[REDACTED]	None	Y	N
EMAIL ADDRESS		PRIMARY	PRIVATE	
[REDACTED]		Y	N	
[REDACTED]		N	N	



# The 21<sup>st</sup> CCLC Program Manager Role

## Why is this so important?

This role is required because it provides:

- Your current contact information to our office for calls and emails
- Access to our monitoring, data collection, CCIP, compliance, and other DEW applications needed for entering required grant information;
- Do not wait to make the contact updates in OEDS

# The 21<sup>st</sup> CCLC Program Manager Role

## What do I do if our program manager's information needs updated?

- **Make sure the program manager has set up an OH|ID** with the State of Ohio:  
<https://education.ohio.gov/Topics/Department-of-Education-OH-ID-Portal-Help>
- Use the “Overview” tab to return to the Organization overview page

OVERVIEW GENERAL LOCATION **PERSONNEL** RELATIONSHIP

← BACK TO OVERVIEW

### Roles Available to this Organization

SHOW  ENTRIES SEARCH:

▲ ROLES IN ORGANIZATION	DESCRIPTION	▼ NO. OF PERSONS IN ROLE
OEDS-R ORGANIZATION ADMINISTRATOR	OEDS-R Organization Admin	4 Persons

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## **THE 21ST CCLC PROGRAM MANAGER ROLE – COMMUNICATE!**

**When you contacting the 21<sup>st</sup> Century Office regarding your program, please provide the following information:**

**IRN# (Information Retrieval Number)**

**Grant or Organization Name**

**Grant #**

**Site Location**

# The 21<sup>st</sup> CCLC Blog on WordPress

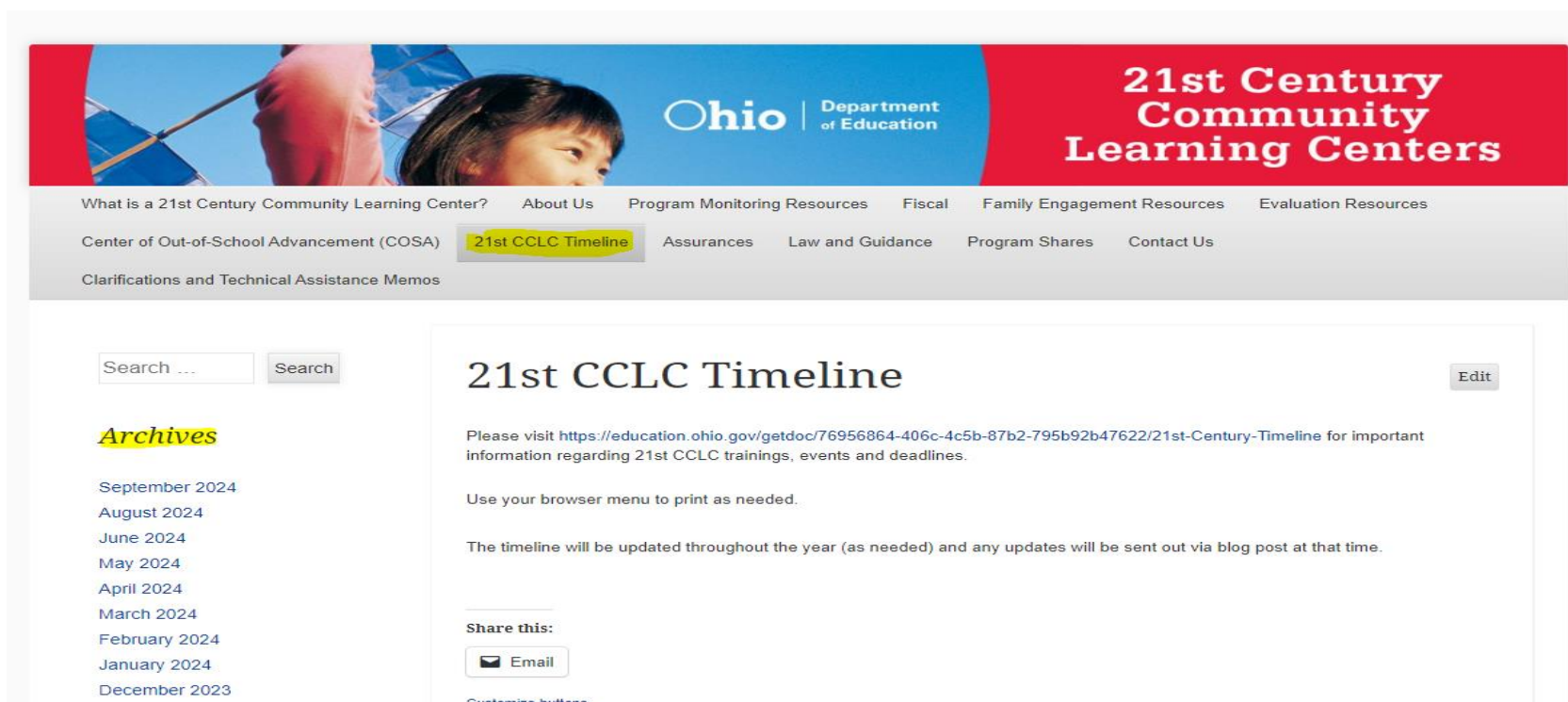
We created our blog to keep everyone in the loop and create a centralized location for sharing grant requirements and to celebrate our collective achievements.

## Where is the blog?

- <https://21stcenturylearningcenters.wordpress.com>
- **How do I know when there is new information there?**
  - Follow the blog by scrolling down beneath the “archives” column until you see a box for your email address. Enter your preferred email address there and click “follow” to be notified of updates.

# The 21<sup>st</sup> CCLC Blog on WordPress

One very important heading on this blog to make note of is the 21<sup>st</sup>



The screenshot shows the header of the Ohio Department of Education website. The main navigation menu includes: What is a 21st Century Community Learning Center?, About Us, Program Monitoring Resources, Fiscal, Family Engagement Resources, Evaluation Resources, Center of Out-of-School Advancement (COSA), **21st CCLC Timeline** (highlighted), Assurances, Law and Guidance, Program Shares, and Contact Us. Below the navigation is a search bar and an archives list for the years 2023 to 2024. The main content area features the title "21st CCLC Timeline" with an "Edit" button. The text below the title reads: "Please visit <https://education.ohio.gov/getdoc/76956864-406c-4c5b-87b2-795b92b47622/21st-Century-Timeline> for important information regarding 21st CCLC trainings, events and deadlines. Use your browser menu to print as needed. The timeline will be updated throughout the year (as needed) and any updates will be sent out via blog post at that time." Below this text is a "Share this:" section with an "Email" button and a "Customize buttons" link.

There you will find a link to all deadlines, trainings and important dates affecting 21<sup>st</sup> CCLC grantees.



# 21<sup>st</sup> CCLC Timeline on DEW's Website



- Home
- ADMINISTRATORS
- TEACHERS
- PARENTS
- TOPICS
- HOW DO I?
- ABOUT
- MEDIA
- CONTACT

Home > Federal Programs > Programs > 21st Century Community Learning Centers (CCLC) > 21st Century Timeline

## 21st Century Timeline

### Important 21st CCLC Dates

Event	Date	Details	Location	Point of Contact
21stCAFE: Foundations Seminar and Community of Practice <b>*21stCAFE Foundations is the first seminar in the series and is REQUIRED for everyone who received a new grant in FY25</b>	Registration Begins: 06/03/2024	Communities of Practice: Seminar consists of three online learning modules and three virtual workshops 9/24, 10/8 & 10/15 from 9:30 AM- 12 PM  Virtual Community of Practice dates are 9/10, 11/7 & 2/6 from 9:30-11:00 AM. The last Community of Practice is in-person on 4/29 from 9 AM-12 PM at the State Library of Ohio	Virtual (Zoom) <b>or</b> State Library of Ohio 274 E 1st Ave #100, Columbus, OH 43201	<a href="#">Sarah DeShon</a>  Register before 9/10/2024 at: <a href="https://go.osu.edu/21stcafe2">https://go.osu.edu/21stcafe2</a>
21stCAFE: Engaging Every Family Seminar and Community of Practice <b>*This is the second seminar in the series - for</b>	Registration Begins: 6/3/2024	Communities of Practice: Seminar consists of three online learning modules and three virtual workshops 12/10, 12/17 &	Virtual (Zoom) <b>or</b> State Library of Ohio	<a href="#">Sarah DeShon</a>  Register before 12/3/2024 at: <a href="https://go.osu.edu/">https://go.osu.edu/</a>



# RESOURCES

## **OEDS**

<https://oeds.ode.state.oh.us/SearchOrganization>

## **Blog**

<https://21stcenturylearningcenters.wordpress.com/>

## **Timeline**

<https://education.ohio.gov/getdoc/76956864-406c-4c5b-87b2-795b92b47622/21st-Century-Timeline>

# QUESTIONS?

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[EDUCATION.OHIO.GOV](http://EDUCATION.OHIO.GOV)



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