



FY 2025 21stCCLC Monitoring Survey

Fiscal Component for First Year Grant - (In this section, all documentation must reflect the CURRENT 2024-2025 school year)

Group Name | **Fiscal Desk Review - 1st Year Implementation Review
(Options 1, 2 & 3)**

Question 1

Required

- The subgrantee has effective financial management systems and staff with fiscal knowledge of state accounting systems that understand grant fiscal and financial reporting requirements (submission of PCRs and FERs) and appear to maintain an effective internal control over the operations of the approved grant.
- Program expenditures are allowable use(s) of funds and aligned to the approved program budget and objectives.
- Project Cash Requests are initiated & submitted regularly to assist with program management and maintains cash balances which meet the grant immediate cash needs.

NOTE: The subgrantee should have knowledge of the CCIP in order to review the approved budget, track expenses at the local level by Fund 509 (a special cost center is created for multiple grants, if applicable), and understand the process of adjusting the approved budget, as needed.

Supporting Documentation (ALL REQUIRED):

List of fiscal staff positions and titles

List of expenditures by object code for grant under Fund 509 (a special cost center must have been created for multiple grants, if applicable) or copies of program accounting journals.

Copies of Project Cash Requests (PCR)

Policy for Inventory Controls/Fixed Assets Policy (NOT your Inventory list) to include tagging procedures – regardless if purchased with 21st CCLC grant funds or not as referenced here.

Copy of award letter & budget revisions requiring CCIP History Log comments

First Year Implementation Review. (In this section, all documentation must reflect the CURRENT 2024-2025 school year.)

Group Name | **Programmatic Desk Review - 1st Year Implementation Review (Options 1, 2 & 3)**

Question 1

Required

Application: Programming described in the approved application is being offered.

Supporting Documentation (**please select one, no more than two**):

- 21st CCLC daily program schedule
- Program Description
- Subsequent amendments/history log note

Question 2

Required

The program is licensed.

CONFIRMED INTERNALLY (by 21st CCLC Regional Consultant and Data Coordinator)

Supporting Documentation (please select one):

- Ohio Department of Job and Family Services (ODJFS) Childcare License

ODJFS License Number:

- Ohio Department of Education (ODE) School Age Childcare License

ODE SACC License
Number:

Proof of Youth Development Exemption [provide email from the 21st CCLC program office acknowledging the grant site(s) meet requirements of ORC 5104.02(B)8

- High School Program (serving students grades 9-12 ONLY) - *NO LICENSE NEEDED*

Question 3

Required

Programming: OST and ELT programming with a focus on reading and math or out-of-school programming middle and high school with a focus on reading and college and career readiness and/or dropout prevention.

The subgrantee is using research-based reading and mathematics activities as described in the original grant application or subsequent amendments made since application approval (e.g., virtual activities, due to the COVID-19 pandemic.)

The program addresses positive youth development by providing diverse recreational, cultural and resiliency-building activities.

The program manager communicates with the school administrator(s) regarding linkages between day and before and/or after-school program.

The program disseminates program information to community members (e.g., families, organizations, and businesses), including those of English Learners (EL) populations.

The program targets PK-4 students in the greatest need of academic support to improve academic achievement.

OST and ELT programming is balanced, significant and addresses student needs

The program offers 2 hours of reading and math weekly.

The program addresses the transportation needs of student program participants and has a system that demonstrates how students are safely transported to and from the program site.

Programming is provided in a safe and accessible facility (e.g., security measures, ADA accommodations)

Supporting Documentation (**please select one, no more than three**):

Please save documents with the name, programming support item, and page number (e.g., Program Handbook - Transportation Policy, p. 5)

- + 21st CCLC monthly program calendar - *this does not include the school/district calendar*
- + Parent/Student/Staff handbook
- + Evidence of outreach activities - e.g., flyers
- + Curriculum description from publisher
- + Student data and program description

Question 4

Required

The subgrantee begins programming no later than October 14, 2024 and ends programming no earlier than April 11, 2025.

Supporting Documentation (**please select one**):

- + 21st CCLC program calendar - **please do not upload the school building or district calendar**
- + Parent Handbook - *please save the document with the page number(s) where the program start and end dates are located (e.g., parent handbook - program start-end dates, p. 7)*

Question 5

Required

(OPTION 1 ONLY) The subgrantee offers a minimum of 300 expanded learning program hours by establishing a school schedule that increases the total numbers of hours required for ALL students above the amount of hours offered in the 2022-2023 or 2023-2024 school years.

Supporting Documentation (**please select one**):

- + School day calendar and schedule for 2022-2023 and/or 2023-2024 and board adopted school day calendar and schedule for the current school year.
- N/A - this is an Option 2 or 3 grant

Question 6

(OPTION 2 and 3 ONLY) The subgrantee provides a minimum of 15 hours for elementary programs and a minimum of 12 hours for middle/high school programs. The subgrantee provides a minimum of 15 hours for grades K-5 or 12 hours for grades 6-12 - per the FY24 Continuation Plan.

Supporting Documentation (**please select one**):

21st CCLC program calendar - **please do not upload the school building or district calendar**

Parent/Student/Staff handbook - *please save the document with the page number(s) where the program start and end dates are located (e.g., parent handbook - program hours, p. 7)*

N/A - this is an Option 1/Expanded Learning Time (ELT) grant

Question 7

Required

Non-public Consultation: Consultation between the 21st CCLC program and nonpublic officials shall occur before the LEA makes any decisions that affect the opportunities of nonpublic students to participate in programs. The consultation should be ongoing - to take place each school year during continuation planning - for the duration of the 5-year grant cycle.

***All boxes MUST be checked AND addressed (AT MINIMUM) in said communication, via meetings, letter and/or email, to non-publics:**

Supporting Documentation:

Documentation of nonpublic meetings including agendas (with detailed meeting Minutes/Notes (Typed or Written Neatly)), e-mails - **Please include the contact name(s) and school name(s) contacted via nonpublic consultation.**

The method (or sources of data) the district will use to determine the number of nonpublic school students from low-income families residing in participating public school attendance areas (usually this is the free and reduced-price meal application or the student income form [found in CCIP Doc Library])

How the district will identify the needs of academically eligible (failing or at risk of failing reading and/or mathematics) nonpublic school children

What services the district will offer to eligible nonpublic school children

How and when the district will make decisions about the delivery of services

How, where, and from whom the district will provide services to eligible nonpublic school children

How the district will academically assess the services to eligible nonpublic school children and how it will use those results to improve 21st CCLC services

Documentation of nonpublic schools declining services, via the completed nonpublic consultation form - if applicable

Please provide the exact number of nonpublic or charter school students attending under this grant (per site):

N/A - please provide a comment, if applicable (i.e. no eligible non-public schools in the vicinity of the program site):

Question 8

Required

The subgrantee is incorporating program components, as described in the original grant application's Competitive Priority section.

Supporting Documentation (please select one):

Program Description - *please include: a timeline for implementation and plan to measure effectiveness of program components*

N/A - this grant did not select Competitive Priority