



Name of Site: \_\_\_\_\_

## ADEQUACY OF RESOURCES FORM

Nita M. Lowey 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC)  
Verification of Capacity to Implement and Manage  
Requirements of the 21<sup>st</sup> CCLC Grant Program

# B

Deadline for submission of completed forms:

Scan and upload to ADE as part of the application in the  
Grants Management System by 11:59 PM on **March 7, 2022**

## FORM B

EACH OF UNDERSIGNED, as the authorized certifying officials, hereby provide ASSURANCE that the signatories themselves, or such existing staff or staff to be hired will operate in accordance with all state and federal regulations, with the ADE's General Statement of Assurances which is applicable to all federal grant awards, and will complete the specific Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) grant program duties listed below if the grant is awarded:

1. **ADE ONLINE GRANT MANAGEMENT ENTERPRISE (GME) SYSTEM RESPONSIBILITIES**
  - a. Monthly Cash Management Reports
  - b. Application and Budget Revisions
  - c. Yearly Completion Report
  - d. Annual Continuing Application
2. **21ST CCLC REPORTING RESPONSIBILITIES**
  - a. Annual Performance Report (APR) required: Submission of all necessary data for the required federal APR including student demographic data, attendance data, GPA data, in-school suspension data, assessment results, teacher surveys, etc.
  - b. Class Summary Reports (Arizona Department of Education Report required, including classes offered, how often the classes are offered, and the average daily class attendance.)
  - c. Site Evaluation Reports (Arizona Department of Education Report required, including compliance, progress towards grant objectives, and analysis of continuous improvement goals.)
  - d. Daily Data Collection (Student attendance, family engagement attendance, partnership contributions, donations, collaborations, and grant objectives outcome data)
  - e. Student Daily Program Attendance required: Submitted through the school's Student Information System into the ADE AzEDS at least weekly.
3. **21st CCLC PROGRAM IMPLEMENTATION**
  - a. Recruitment and Hiring of after school staff in accordance with Agency/District Human Resource Policies
  - b. Communication between school day and outside of the school day staff to support students' academic success (e.g., assessment driven programming, alignment to grant objectives and continuous improvement plan)
  - c. AZ Standards-Based and Assessment Driven Academic and Enrichment focused programming
  - d. 21st CCLC Program Basic Emergency Plan – finalized within 45 days of official award
  - e. After School Transportation Plan – Safe Transportation between 21st CCLC site and home
  - f. USDA healthy snack provided for after school student participants; Summer meals for summer program student participants
  - g. After School Participant Recruitment and Retention for both students and their adult family members
  - h. Development of community partnerships
  - i. Training and professional development for after school staff
  - j. Recruitment and monitoring of appropriately qualified volunteers
  - k. 21st CCLC Grant Budget Management in accordance with fiscal guidelines
4. **21st CCLC REQUIRED YEARLY TRAINING**
  - a. (NEW) District director(s), Principal(s), and Site Coordinator(s) participate in the 21st CCLC Training Modules on the website- "Grantee Leadership Orientation (GLO) Modules" to understand grant requirements and regulations.
  - b. Additionally, (NEW and CONTINUING) Principal(s) and Site Coordinator(s) attend the 21st CCLC Annual Symposium to support the success and best practices of the 21st CCLC program.

Note: Any exceptions to the professional development requirements stated above must be approved in writing by ADE 21st CCLC program specialist assigned to the grantee.

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**SIGN PAGE 2 OF FORM B**





Name of Site: \_\_\_\_\_

## ADEQUACY OF RESOURCES FORM

Nita M. Lowey 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC)  
Verification of Capacity to Implement and Manage  
Requirements of the 21<sup>st</sup> CCLC Grant Program

# B

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**Scan and upload to ADE as part of the application in the  
Grants Management System by 11:59 PM on March 7, 2022**

## FORM B

In accordance with all federal and state requirements and regulations applicable to this federal Title IV, Part B funding, **EACH OF UNDERSIGNED** below provide assurance that the signatories themselves, or such existing staff or staff to be hired will complete the various Nita M. Lowey 21st Century Community Learning Centers (CCLC) grant program duties listed above if the grant is awarded.

### SIGNATURES REQUIRED

**The Superintendent is the Authorized Certifying Official of the District (Lead Fiscal Agent).**

\_\_\_\_\_  
Printed of Authorized Certifying Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Authorized Certifying Official

\_\_\_\_\_  
Date

**The Principal is the Authorized Certifying Official of the school/site.**

\_\_\_\_\_  
Printed of Authorized Certifying Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Authorized Certifying Official

\_\_\_\_\_  
Date

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