



FY24 Symposium FAQs:

1. Who should attend the symposium?

All FY24 (NEW and CONTINUING) Principal(s), Site Coordinator(s), and 21st CCLC Director(s) (if applicable) are required to participate in the 21st CCLC Annual Symposium to support the success and best practices of the 21st CCLC program.

2. What is the registration cost for the Title IV-A & B Symposium?

The registration cost is \$150 per person.

3. Will attendance be collected by ADE 21st CCLC?

Yes, each site is required to submit the 21st CCLC Annual Site Evaluation Report at the end of the program year. Each site must assure that All (NEW and CONTINUING) Principal(s), Site Coordinator(s), and 21st CCLC Director(s) (if applicable) participated in at least 5 sessions. *Non-participation will place the site out of compliance and may jeopardize future funding if other compliance issues are identified.*

4. Do I use FY23 or FY24 21st CCLC funds to pay for registration fees?

Per Uniform Grant Guidance: § 76.707

When obligations are made.

The following table shows when a State or a subgrantee makes obligations for various kinds of property and services. If the obligation is for –

(d) Performance of work other than personal services	On the date on which the State or subgrantee makes a binding written commitment to obtain the work.
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When you register and pay for the Title I-V A & B Symposium determines which funding year you can use to pay for the registration fee.

Options for payment:

- 1) If registration and payment for the purchase order occurs prior to June 30, 2023, the site may use FY23 funds.
 - a. If funds are not already allocated in the 21st CCLC budget for conference registration, a fiscal revision will be necessary to move the funds into the correct budget code.
 - b. Typically, the budget code used for conference registration fees is the *6300 - Purchased Professional Services* Object Code.
 - c. Revisions must be submitted by June 1, 2023, to move funds.

This may be a good option for continuing sites who already know who will attend the Symposium before the fiscal year ends and to use any expiring 21st CCLC funds. 21st CCLC funds are not allowed to be carried over from one fiscal year to the next. The 21st CCLC grant is on a July 1 – June 30 fiscal year.

- 2) If registration and payment for the purchase order occurs after July 1, 2023, the site must use FY24 funds so it will be critical to include the \$150 registration fee in the FY24 budget on the funding application. This option will be the only method allowed for NEW- Year 1 grantees since their funding will not be available until after July 1, 2023.

Please select the option that makes the most sense to your organization and contact your assigned education program specialist if a revision is necessary.

Participation at the 21st CCLC Annual Symposium is a requirement for 21st CCLC grant leaders.

5. What if I can't attend the Title IV-A & B Symposium on September 13th and 14th?

Please contact your assigned 21st CCLC Education Program Specialist. Exceptions to professional development are available because of the virtual format and there is a longer window of time to attend. Paid participants will have access to the recorded session until September 2024. PD serves as an important source of technical assistance for grantees.

6. What if I need to make a name substitution in my existing registration in APLD?

Please contact rita.miller@azed.gov our 21st CCLC Education Project Specialist to assist with the registration process.