



**NITA M. LOWEY 21<sup>st</sup> CENTURY COMMUNITY LEARNING CENTERS  
(21<sup>st</sup> CCLC Yr 1 – New)  
Fiscal Year 2026 - GRANT APPLICATION (Word Version)**



**ONLINE APPLICATION & 21<sup>st</sup> CCLC FY26 MANDATORY FORM(S) DEADLINE:  
MUST BE FULLY SUBMITTED IN THE ADE GRANTS MANAGEMENT ENTERPRISE SYSTEM  
MARCH 3<sup>RD</sup> BY EXACTLY 11:59 P.M. NO EXCEPTIONS**

**Funding Disclaimer**

The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.

**Federal Funding Accountability and Transparency Act (FFATA) & General Statement of Assurance (GSA) Verification**

Check boxes and complete a short description of your project. This section must be completed and will not be scored by the Peer Reviewers.

1. The district/organization has submitted OR will be submitting the annual General Statement of Assurance.
  - Yes
  
2. The district/organization understands that if ADE is not updated with the organization's SAM.gov information, including CCR expiration, that funding for the organization can be placed on hold.
  - Yes
  
3. Please provide a short description of your project in one to two paragraphs:

**General Education Provisions Act (GEPA)**

**GEPA – Section 427 Requirements**

**EQUITY FOR STUDENTS, EDUCATORS, AND OTHER PROGRAM BENEFICIARIES**

Section 427 of the General Education Provisions Act (GEPA) ([20 U.S.C. 1228a](#)) applies to applicants for grant awards under this program.

To address this provision and receive funding, LEAs must provide responses to the following:

1. Describe how your entity's existing mission, policies, or commitments ensure equitable access to, and equitable participation in, the proposed project or activity. *Applicants are not required to have mission statements or policies that align with equity in order to submit an application.*
2. Based on your proposed project or activity, what barriers may impede equitable access and participation of students, educators, or other beneficiaries? *Applicants may identify any barriers that may impede equitable access and participation in the proposed project or activity, including, but not limited to barriers based on economic disadvantage, gender, race, ethnicity, color, national origin, disability, age, language, migrant status, rural status, homeless status or housing insecurity, pregnancy, parenting, or caregiving status, and sexual orientation.*
3. Based on the barriers identified, what steps will you take to address such barriers to equitable access and participation in the proposed project or activity?
4. What is your timeline, including targeted milestones, for addressing these identified barriers?

### **For Profit/Non Profit Disclaimer & Attestation**

**By accepting a Grant Award from the Arizona Department of Education, Subrecipient hereby agrees to comply with all applicable local, state, and federal laws, rules and regulations and guidance now in effect or as may be amended during the term of this Grants Award.**

Some grant funding **may not** be available to all entities seeking grant funds and will require entity validation before the funding process can continue.

In order to maintain compliance with local, state and federal laws, **entities must identify their For Profit or Non Profit status** on the annual General Statement of Assurances (GSA).

The identified status must also be attested to on all funding applications to further qualify eligibility for grant funding review.

**\* Please select one status:**

- For Profit
- Non-Profit

**If "For Profit" was selected, please contact the program area for this grant before proceeding with the application, as further eligibility consideration may be required.**

Subrecipient certifies that the status selected above is valid and that the General Statement of Assurances (GSA) also reflects this status:

- Yes

## Program Information / Instruction Information / Instruction

**ONLINE APPLICATION & 21st CCLC FY26 MANDATORY FORM(S) DEADLINE:  
MUST BE FULLY SUBMITTED IN THE ADE GRANTS MANAGEMENT ENTERPRISE (GME)  
SYSTEM MARCH 3<sup>rd</sup> BY EXACTLY 11:59 P.M. NO EXCEPTIONS**

### **BEFORE GETTING STARTED: IMPORTANT:**

1. If an applying site did not maintain Substantial Compliance in a previous 21st CCLC grant award, and is successful in obtaining an award, the site will enter under Special Conditions. Under these Special Conditions, the awarded site will receive more intensive technical assistance and heavy monitoring during year one to ensure site capacity. Because the site did not maintain Substantial Compliance in a previous award, the site must close the end of the first year of the new grant award in Substantial Compliance to be eligible to apply for continued funding beyond year one.
2. Review the 21<sup>st</sup> CCLC Grant Application and the Grant Application Guidance in their entirety found in the Resource Library in the Grants Management Enterprise (GME) and at <http://www.azed.gov/21stcclc/application-information/>. The guidance provides critical information necessary to complete the application.
3. Complete the Mandatory Downloadable Form A referenced below, which is part of the application.  
**\*Note: Consortium Applicants must also complete additional Mandatory Downloadable Forms B & C. Request these forms by email to [21stCCLCInbox@azed.gov](mailto:21stCCLCInbox@azed.gov).**

### **21st CCLC FY26 MANDATORY DOWNLOADABLE FORMS:**

- A. 21st CCLC FY26 Form A - AFFIRMATION OF CONSULTATION FORM (Participation of Private School)

Consortium Applications Only must also include Forms B & C:

- B.\* 21st CCLC FY26 Form B - CONSORTIUM CERTIFICATION & ASSURANCES  
C.\* 21ST CCLC FY26 Form C - CONSORTIUM MEMORANDUM OF UNDERSTANDING (MOU)

The Mandatory Assurance Form A is considered part of the application. The Form A must be entirely completed including original or verified digital signatures and uploaded into Related Documents in the Grants Management System (GME) by 11:59 p.m. on March 3<sup>rd</sup>. GME is accessed through ADEConnect at <https://home.azed.gov/Portal/>. No hand delivered, emailed, faxed, or photocopied Forms will be accepted.

Any additional documents uploaded into Related Documents in GME will **NOT** be considered in the rating of the application. Only the Mandatory Downloadable Form A (Forms A, B & C for Consortium Applicants) will be reviewed.

### **ELIGIBLE ENTITY:**

The term “eligible entity” means a local education agency (LEA), community-based organization, Indian tribe, or tribal organization (as such terms are defined in section 4 of the Indian Self-Determination and Education Act {25 U.S.C. 450b}), another public or private entity, or consortium of 2 or more such agencies, organizations, or entities.

Each 21st CCLC Program Application may serve only the students of one qualifying school (Site), and each 21st CCLC Program award under that Application is Site-specific. Applications for 21st CCLC funding must be made with the District which the school (Site) operates under.

If an “eligible entity” is not the school site’s District, then the entity must apply for a specific Site or Sites within a District as a Participating Member Eligible Entity.

### **ABSOLUTE PRIORITY:**

To be eligible to apply for this grant, entities serve students who attend a site that is eligible for designation as a Title I schoolwide program. To be eligible for this designation, at least 40 percent of the students must qualify to receive free or reduced-price meals through the National School Lunch Program.

To verify Absolute Priority, sites can find a report in the AzEDS portal under ‘Reports’ using the ‘OCT1’ ‘RBFINC – October 1 Result Based Funding Income Eligibility Report’. The report looks at the percentage of students that are reported as Income Eligibility 1 or Income Eligibility 2 as of Oct 1. Detailed instructions on how to access the economically disadvantaged percentage through AzEDS and/or The Free and Reduced-Price Percentage Report pages are located in the 21<sup>st</sup> CCLC FY26 Application Guidance.

Note: Funding is based on receipt of federal funds to the Arizona Department of Education. If anticipated federal funding is decreased, a proportional decrease will be made to all awardees. For additional information, please see the Funding Disclaimer on page 1.

### **Eligibility Verification**

Before beginning the application process, complete the Eligibility Verification Worksheet to determine eligibility for each site applying for the Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) Grant. Note: Worksheet below must be copied and filled out for each site that is considering submitting an application.

## Eligibility Verification Worksheet

- Site eligibility is based on minimum requirements for 21st CCLC funding. If a site does not meet the requirements, do not add the site to the application as they will not be considered for funding.

## Key Considerations

- The only variable in the funding formula is the projected number of students who attend 30 days or more. The number of projected number of students must be based on the October 1st Enrollment. Applicants must use *The Oct1 – October 1 Enrollment Report* located in the AzEDS Portal in ADEConnect. Within that Report, use the “Total Passed by School:” number for the Total Enrollment. This is the official October 1 enrollment count which will be verified by ADE. *Caution:* Do not use the “Total Enrollments by School:” number because this number includes students who may have been submitted but *were not counted* towards the official October 1 enrollment due to being counted elsewhere or not passing some other October 1 data integrity rule.

**NOTE:** October 1 enrollments are not finalized until mid-January. Applicants must check their October 1 enrollment after January 31 and before submitting the application in GME. ADE will verify that the enrollment number entered in the 21st CCLC application matches the number stated in the finalized October 1 enrollment.

- Funded programs may always serve additional students or be open for additional days when other resources are available, but these optional services must not be considered in the above 21st CCLC funding formula calculation.
- 5 sites are the maximum number an Eligible Entity can add to the Eligibility Verification Worksheet. Click on the “add a site (+)” to add additional sites up to 5 sites are allowed. The Eligibility Verification Worksheet must be completed for each site added.
- **This worksheet is meant to assist the Eligible Entity in determining if the site(s) meet(s) the minimum requirements to apply for funding The Eligible Entity is advised to not add ineligible site(s) to the application.**
- **Sites that do meet the eligibility requirements can add up to 5 sites in the funding application.**
- **Once a site is added to the Eligibility Verification Worksheet, that line of the Eligibility Worksheet cannot be removed. If the site was added in error, then contact the Grants Management Team for technical assistance at 602-542-3901 or by email at <https://helpdeskexternal.azed.gov>.**

## WORKSHEET FORMULAS/Eligibility Verification Worksheet Formulas

### Absolute Priority

Serve students who attend a site that is eligible for designation as a Title I schoolwide program. To be eligible for this designation, at least 40 percent of the students must qualify to receive free or reduced-price meals through the National School Lunch Program.

1. Provide National School Lunch Program (NSLP) free/reduced-price percentage <http://www.azed.gov/hns/frp/> or other verifiable risk factor data, including the data source, that shows that this site serves students where there is not less than 40 percent economically disadvantaged in the total school population.
2. This Site meets the Absolute Priority.

NOTE: The Free and Reduced-Price Percentage Report will be updated by Mid-February 2025. This is the date ADE will use to verify the economically disadvantaged eligibility rate of each site. NOTE: Detailed instructions on how to access economically disadvantaged percentage through AzEDS, which may also be used are located in the 21st CCLC FY26 Application Guidance.

### Funding Formula §4203(a)(5)(A)-(B) and §4204(h)

3. 21st CCLC funding will not exceed the \$120,000 maximum nor fall below the \$50,000 minimum.
4. Enter the October 1st number of enrolled students at the site that is eligible. Number of Regular Attendees cannot be greater than 30% of the total student enrollment on October 1.
5. Number of Regular Attendees are students who will attend 30 days or more. The maximum number cannot be greater than 100 regular attendees and the minimum number cannot be less than 42 regular attendees. Total Enrollment x 30% = number of Regular Attendees.
6. 21st CCLC funding will be based on 120 days of Direct Student Services per year.
7. 21st CCLC funding will be based on \$10 per Regular Attendee.
8. Enter the Funding Formula. Number of Regular Attendees x 120 days x \$10 per Regular Attendee = Total Funds Requested
9. Total Funds Requested

### Qualifying Questions

10. If awarded, a Site Program Coordinator will be hired to be on site during program hours.
11. Does the site meet the minimum requirements to apply for 21st CCLC Funding?

**If the answer is Yes for Q. 11, then the site is eligible to apply for the 21st CCLC grant.**

**If the answer is No for Q. 11, then the site is not eligible to apply for the 21st CCLC grant. Do not add this site to the funding application.**

## 21<sup>st</sup> CCLC Eligibility Verification Worksheet

Eligibility Verification Worksheet											
Site Name	ABSOLUTE PRIORITY		FUNDING FORMULA							Qualifying Questions	
	Q. 1	Q. 2	Q. 3	Q. 4	Q. 5	Q. 6	Q. 7	Q. 8	Q. 9	Q. 10	Q.11
Click or tap here to enter text.	Click or tap here to enter text.	Choose an item.	Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Choose an item.	Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Choose an item.	Choose an item.
<b>EXAMPLE:</b> ABC Elementary School	75% and other data if needed	Yes	Yes	140 total number of enrolled students (October 1 <sup>st</sup> )	140 total enrollment x 30% = 42 regular attendees	Yes	Yes	42 regular attendees x 120 days x \$10 per student = \$50,400	\$50,400	Yes	Yes-Eligible site for 21st CCLC funding.

**Eligible Entity Contact Information  
(0 Points)  
(Items 1-13)**

**Contact Information**

1. Street Address for Eligible Entity
2. Mailing Address
3. City
4. State
5. Zip Code

The Program Director is the main contact for all the program sites (up to 5 different 21<sup>st</sup> CCLC site grant proposals applying for awards in the application)

6. 21<sup>st</sup> CCLC Program Director's Name
7. 21<sup>st</sup> CCLC Program Director's Street Address
8. 21<sup>st</sup> CCLC Program Director's Mailing Address
9. 21<sup>st</sup> CCLC Program Director's City
10. 21<sup>st</sup> CCLC Program Director's State
11. 21<sup>st</sup> CCLC Program Director's Zip Code
12. 21<sup>st</sup> CCLC Program Director's Phone Number (000) 000-0000 x 0000
13. 21<sup>st</sup> CCLC Program Director's E-mail Address



## Assurances

The information contained in this assurance is complete and accurate, that the Eligible Entity is authorized to enter into an agreement for the purpose of providing Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) program educational and related activities that will complement and enhance students' academic performance and achievement. The Eligible Entity agrees to comply with applicable state and federal statutes, rules, and regulations. The Eligible Entity shall be the Lead Fiscal Agent and shall thereby incur and record all expenditures of funds available per applicable program provisions, rules, and regulations.

### Eligible Entity Collaboration with All Participants

(Yes or No) The Eligible Entity will develop and carry out the proposed program in collaboration with all participants, including all respective schools, as well as in partnership with the eligible entities.

#### **§4204(b)(2)(D)(i)**

### Program Design and Implementation

(Yes or No) The site's proposed program will be in alignment with the challenging State academic standards and any local standards. **§4204(b)(2)(D)(ii) and §4204(b)(2)(C)**

(Yes or No) The proposed program will be developed and carried out in collaboration with all participants and their respective schools, as well as in partnership with the eligible entities.

(Yes or No) The proposed program will be in alignment with the challenging Arizona academic standards and any local standards.

(Yes or No) The program will target students who primarily attend schools eligible for Title I schoolwide programs and their families.

(Yes or No) The site's proposed program will target students and their families who attend schools eligible for designation as a Title I Schoolwide or Targeted Assistance program. **§4204(b)(2)(F)**

### Direct Student Services

(Yes or No) The Site will open for at Minimum 120 days each program year.

(Yes or No) The Site will serve the amount of "regular attendees" identified in the FUNDING FORMULA each program year.

(Yes or No) The Site will make available services to the students during the Academic Year and Summer Term. Direct Student Services will occur during the Summer, Before School, After School, Weekends, or Extended Breaks.

### **ACADEMIC Year**

(Yes or No) The Site will serve students at Minimum 8 hours per week during the ACADEMIC year.

(Yes or No) The Site will serve students at Minimum 4 days per week during the ACADEMIC year.

(Yes or No) As of the date of the submission of the application, the Site will demonstrate that the proposed activities provide high-quality programs not normally offered to students or expand access to high-quality services made available within the community. **§4204(i)(1)(C)(i)(ii)**

### **SUMMER Term**

(Yes or No) The Site will serve students at Minimum 64 program hours during the SUMMER term.

### **Family Engagement**

(Yes or No) The site will serve at MINIMUM 30% of the Projected Number of Family Members of ACTIVELY PARTICIPATING 21ST CCLC STUDENTS in literacy and related educational development activities.

ONLY adult family member(s) of ACTIVELY PARTICIPATING 21ST CCLC STUDENTS are eligible for services paid for through this grant.

(Yes or No) The site will make available ongoing literacy and related education development services to family members of enrolled 21st CCLC students during the Academic Year and Summer Term. Ongoing services for families may occur at any time of day or any day of the week. Note: See guidance for details located in the 21st CCLC FY26 Application Guidance.

### **Community Partner Organization**

(Yes or No) Site will enter into an agreement annually with a Community Partner Organization (minimum of 1 external representative) for the purpose of providing 21st CCLC program educational and related activities that will complement and enhance students' academic performance and achievement. **§4204(b)(2)(H)**

### **Adequacy of Resources**

(Yes or No) Site will provide existing staff or staff to be hired to 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 21st CCLC grant program duties listed below if the grant is awarded:

1. ADE ONLINE GRANT MANAGEMENT ENTERPRISE (GME) RESPONSIBILITIES
  - a. Monthly Cash Management
  - b. Application and Budget Revisions
  - c. Yearly Completion Report
  - d. Annual Continuing Application
2. 21ST CCLC REPORTING RESPONSIBILITIES - ANNUAL STATE AND FEDERAL REPORTS ARE REQUIRED - AN EXTERNAL EVALUATOR IS NOT REQUIRED.  
(<https://www.azed.gov/21stcclc/required-reporting>)

- 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. Program At-A-Glance (PAG) (ADE Reporting required, overview of the program objectives from the originally awarded grant application.)
  - c. Summary of Classes (SOC) Reports (ADE Reporting required, including classes offered and how often the classes are offered.)
  - d. Site Evaluation Reports (ADE Reporting required, including compliance, progress towards grant objectives, and analysis of continuous improvement goals.)
  - e. Data Collection (Daily student attendance, family engagement attendance, partnership contributions, donations, collaborations, and grant objectives outcome data.)
  - f. Daily Student 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 Eligible Entity's 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 Safety Plan – finalized within 60 days of official award or before program start date
  - e. After School Transportation Plan – Safe Transportation between 21st CCLC site and home **§4203(a)(10) and §4204(b)(2)(A)(ii)**
  - 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. Recruitment and monitoring of appropriately qualified volunteers **§4204(b)(2)(M)**
  - i. 21st CCLC budget management is in accordance with fiscal guidelines
  - j. Subgrant funds will supplement and not supplant other Federal, State, local and non-public funds to provide allowable programs and activities. **§4203(a)(9); §4204(b)(2)(G) and §4204(b)(2)(C)**
4. (NEW and CONTINUING) Site leadership (District director(s), Principal(s), and Site Coordinator(s)) will attend at least one 21<sup>st</sup> CCLC sponsored/recommended Professional Development event annually and will provide relevant professional development related to academic achievement which will be integrated within the school-based training for all 21st CCLC staff. *Note: Any exceptions to the professional development requirements stated*

*above must be approved in writing by ADE 21st CCLC Education Program Specialist assigned to the grantee.*

**Statement of Assurance of Original Work**

(Yes or No) Eligible Entity certifies to the best of their knowledge and belief, that:

1. The work product in this grant application is the original work of the applicant and its agents who worked on the application.
2. The application accurately reflects the unique demographics and formally identified needs of the applicant and sites.
3. The application was developed in accordance with an Advisory Committee process and its recommendations.

If a discovery of plagiarism within an application in a current grant competition is discovered by the Arizona Department of Education (ADE) where that application is found to be substantially similar to other applications submitted or appears to duplicate other applications or does not appear to be uniquely developed for the applicant, then at the discretion of the Arizona Department of Education, ADE has the right to remove the grant application from funding consideration. Similarly, if plagiarism is discovered after a site has been awarded, it may be grounds for losing the grant award.

**Statement of Assurance of Community Notification**

(Yes or No) Applicant certifies timely notice of intent to apply for the 21st CCLC Grant and any waiver request will be available for public review after submission of the application. Applications will be disqualified from consideration if the community was NOT notified. **§4204(b)(2)(L)**

\*Please provide the following:

Dates	Name & Method(s) of Communication (i.e., website, community meeting, etc.)

**Site Information  
(0 Points)  
(Items 1-12)**

Enter the 21<sup>st</sup> CCLC site information for EACH proposed site.

If you have multiple 21<sup>st</sup> CCLC sites (no more than 5), complete a separate page for each site.

1. Enter Entity ID Number of the School.
2. Enter the grade levels the program will serve.
3. Enter regular school day hours (example: 8:00 to 2:30 every day)
4. Enter proposed 21<sup>st</sup> CCLC hours (example: 7:00-8:00 am and 2:30-5:30 pm, M-Th)
5. Enter name of Site Principal
6. Site Street Address
7. Site Mailing Address
8. Site City
9. Site State
10. Site Zip Code
11. Site Phone Number
12. Site Principal's Email Address

**Priority Points  
(14 Points Possible)  
(Item 1-2)**

Review the 21<sup>st</sup> CCLC Grant Application Guidance in its entirety before completing this section.

1. Under the Elementary and Secondary Education Act (reauthorized as Every Student Succeeds Act), **§4204(i)(1)(A)**, Arizona gives priority to applications that propose to target students (and their families), who primarily attend schools that a) are identified for comprehensive or targeted support and improvement, and b) enroll students who may be at risk for academic failure, dropping out of school, and/or involvement in criminal or delinquent activities.
  - a. Select the current label that applies to the site. LABELS WILL BE VERIFIED <https://www.azed.gov/improvement>
    - “Comprehensive Support & Improvement” School = 2 points
    - “Targeted Support & Improvement” School = 2 points
    - Not Applicable = 0 points
  - b. Select the status that currently applies to the site. LABELS WILL BE VERIFIED IN GME (ESEA Consolidated).
    - Title I Schoolwide or Targeted Assistance = 2 points
    - Not Applicable = 0 points
  
2. Under the Elementary and Secondary Education Act (reauthorized as Every Student Succeeds Act), **§4204(f)**, Arizona funds are distributed equitably among geographic areas within the State, including urban and rural communities. LABELS WILL BE VERIFIED <https://nces.ed.gov/ccd/schoolmap>
  - a. Select the current classification that applies to the site.
    - “City” = 0 points
    - “Suburb” = 0 points
    - “Town” = 4 points
    - “Rural” = 6 points
    - Classification not listed in NCES database = 0 points
  - b. Select the county that applies to the site.
    - Apache = 4 points
    - Gila = 4 points
    - Greenlee = 4 points
    - La Paz = 4 points
    - Navajo = 4 points
    - Not Applicable = 0 points

## Program Need

(15 Points)

(Items 1-3)

In the following section provide justification that establishes the need for a 21<sup>st</sup> CCLC grant.

Each text box field is limited to 10,000 characters including spaces, punctuation, tables, charts, etc.

Review the *21<sup>st</sup> CCLC Grant Application Guidance* in its entirety before completing this section.

1. Using the most current School Report Card, State Mandated Assessment data, and/or other District Mandated Assessment data, describe the academic findings of the school's most at-risk students (students who may be at risk for academic failure, dropping out of school, and/or involvement in criminal or delinquent activities) that will be targeted for services. Include in the description the percentage of the entire student population in the school not meeting the State's rigorous proficiency levels in Math and Reading/Language Arts.
2. Describe the needs assessment process and the data findings and how the identified program needs will align with the site's continuous improvement plan and school goals. Identify in the description issues that are related to the impact they have on student success for students who are struggling to meet academic expectations. Note: A needs assessment should cite the factors that place students at risk of educational failure such as: Risk Factors, Impact of Risk Factors, Specific Needs, and Inadequacy of Current Resources.
3. Describe how the applicant evaluated the community needs and available resources for the community learning center and describe how the program will address those needs (including the needs of working families). **§4204(b)(2)(I)**

**Program Design and Implementation**  
**(15 Points)**  
**(Items 1-6)**

Describe design requirements for the site's 21<sup>st</sup> CCLC program and check Assurances.

Each text box field is limited to 10,000 characters including spaces, punctuation, tables, charts, etc.

Review the *21<sup>st</sup> CCLC Grant Application Guidance* in its entirety before completing this section.

Sections below must be provided for the entire duration of the life of the grant.

**1. Direct Student Services**

Describe Site's plan to identify, recruit, and retain targeted students in the proposed program. Selection of students targeted for regular attendance will primarily be based on the needs identified in the Program Need section of the application and should be students identified as those who could benefit from an intervention of this program design.

**2. Family Engagement**

Describe Site's plan to recruit and retain family members to receive services and participate in activities that will effectively support their student's academic success.

**3. Alignment to School Day**

Describe how 21<sup>st</sup> CCLC program staff, school administration, and school day staff will collaborate on a regular basis to assess and enhance program design and individual student academic progress.

**Safe and Healthy Learning Environment**

4. If all services will be provided on the school property, then write, "All services will be provided on secured school property." **§4204(b)(2)(A)(i)**

**OTHERWISE** Identify the location, if program services will be provided at an alternative site other than the school, then explain the following below:

- a) How the applicant will ensure that the alternative site will be at least as available, safe, and accessible to the students to be served as if the program were located at the school; and
- b) How the applicant will ensure that regular and effective collaboration will occur between the school and the alternative site regarding student/school level data (Reference the FERPA law from the guidance).
- c) How students will travel from the school property to the Program Site.

5. Describe how the transportation needs of participating students will be addressed.  
**§4203(a)(10) and §4204(b)(2)(A)(ii)**



**Equitable Services (Students with Disabilities, OELAS, MEP & OIE) §4204(b)(2)(C)**

6. Describe how the site will ensure equitable participation of all program participants (include Exceptional Student Services (ESS) <https://www.azed.gov/specialeducation>, Office of English Language Acquisition Services (OELAS) & Migrant Education Program (MEP) <https://www.azed.gov/oelasandmep>, and Office of Indian Education (OIE) <https://www.azed.gov/oie> students will be identified and served).

SUBMIT ONLINE

**Adequacy of Resources**  
**(13 Points)**  
**(Items 1-4)**

Describe the applicant's capacity to successfully manage the 21<sup>st</sup> CCLC program.

Each text box field is limited to 10,000 characters including spaces, punctuation, tables, charts, etc.

Review the *21<sup>st</sup> CCLC Grant Application Guidance* in its entirety before completing this section.

1. Explain how 21<sup>st</sup> CCLC funds will supplement and not supplant existing resources such as other Federal, State, local, and non-public funds to provide allowable programs and activities. **§4203(a)(9); §4204(b)(2)(G) and §4204(b)(2)(C)**
2. Explain what actions the site principal will demonstrate throughout each Program Year to increase capacity and support for staff involvement, family engagement, and student achievement to meet the identified objectives and activities. **§4204(b)(2)(A)(B)**
3. Describe the applicant's capacity to fulfill the staffing and sustainability requirements to include site program coordinator, teachers, clerks, aides, volunteers, and external community partners and how each stakeholder will contribute to meeting the program needs and objectives. **§4203(a)(8)(B) and §4204(b)(2)(K)**
4. Describe the staffing positions for the proposed program. Include how appropriately qualified persons will be encouraged and used to serve as volunteers if the applicant plans to use volunteers in activities carried out through the community learning center. **§4204(b)(2)(M)**

**Program Objectives and Activities**  
**(15 Points)**  
**(Items 1-5)**

Identify well-written and clearly defined SMART objectives that will set priorities and targets toward achieving the stated program outcome goals for each of the focus areas (academics and youth development). The family engagement focus area states a defined process goal and SMART objective that will apply to all awarded sites.

Each text box field is limited to 10,000 characters including spaces, punctuation, tables, charts, etc.

Review the *21<sup>st</sup> CCLC Grant Application Guidance* in its entirety before completing this section.

**Academics** (Goal: Offer students opportunities designed to raise student academic outcomes)  
**§4204(b)(2)(A)(B) and §4204(b)(2)(J)**

1. Provide a minimum of two and no more than three SMART -Specific, Measurable, Achievable, Realistic, and Time-bound 21<sup>st</sup> CCLC grant program outcome objectives [aligned to the school's Comprehensive Needs Assessment (CNA) and other school goals] in Academics. Number each objective (e.g., 1.1, 1.2, and 1.3).
2. For each of the Academic objectives, describe specific evidence-based activities that will clearly allow the program to progress towards the stated objectives and how activities will increase student academic achievement and overall success. Each activity identified must reference the specific objective number. Following each activity, indicate the timeframe in which the activity will be occurring during the Academic Year AND Summer Term.

**Youth Development** (Goal: Offer students youth development opportunities designed to reinforce and complement the regular academic program) **§4204(b)(2)(A)(B) and §4204(b)(2)(J)**

3. Provide a minimum of one and no more than two SMART outcome program objectives in the area of Youth Development. Number each objective (e.g., 2.1, 2.2).
4. For each of the Youth Development objective(s), describe specific evidence-based activities that will clearly allow the program to progress towards the stated objectives complimenting postsecondary and workforce preparation, including positive youth development of the students. Each activity identified must reference the specific objective number. Following each activity, indicate the timeframe in which the activity will be occurring during the Academic Year AND Summer Term.

**Family Engagement** (Goal: Offer families of all 21<sup>st</sup> CCLC students opportunities designed to empower families in active and meaningful engagement to raise student academic outcomes and youth development skills) **§4204(b)(2)(A)(B) and §4204(b)(2)(J)**

**3.1 Stated Process Objective:** Thirty percent (30%) of the regular attendee goal of 21<sup>st</sup> CCLC family members will participate in one or more literacy and/or related educational development opportunities as evidenced by attendance collection.

5. For the Family Engagement objective, describe specific evidenced- based literacy and related educational development activities that will clearly allow the family members to effectively support their student's academic success. Following each activity, indicate the timeframe in which the activity will occur. Activities are required to be offered during the Academic Year AND Summer Term.

SUBMIT ONLINE

**Evaluation  
(15 Points)  
(Item 1-3)**

Present a comprehensive program level evaluation plan that enables ongoing program assessment and quality improvement.

Each text box field is limited to 10,000 characters including spaces, punctuation, tables, charts, etc.

Review the *21<sup>st</sup> CCLC Grant Application Guidance* in its entirety before completing this section.

1. Describe how the proposed activities will meet the measures of effectiveness described in the federal requirements **§4205(b)** found in the 21st CCLC FY26 Application Guidance and as a resource on the 21<sup>st</sup> CCLC website <https://www.azed.gov/21stcclc/application-information/>. **§4204(b)(2)(A)(B)**
2. List and identify stakeholders for the proposed program and the roles each stakeholder played in the planning and design. How will the proposed program continue to engage stakeholders in support of continuous improvement efforts. Applicants should consider how they will recruit and engage diverse stakeholders as their program evolves to continuously improve their program and address the needs of the students and families they serve.
3. . Describe how information about the center is disseminated to the community in a manner that is understandable and accessible. **§4204(b)(2)(A)(iii)**

**Sustainability  
(13 Points)  
(Items 1-4)**

Describe the applicant's sustainability plan for the 21<sup>st</sup> CCLC program.

Each text box field is limited to 10,000 characters including spaces, punctuation, tables, charts, etc.

Review the *21<sup>st</sup> CCLC Grant Application Guidance* in its entirety before completing this section.

1. Propose a sustainability plan describing how the community learning center will continue after the 21<sup>st</sup> CCLC funding ends. **§4203(a)(8)(B) and §4204(b)(2)(K)**
2. Demonstrate how the proposed program will coordinate with Federal, State and/or local programs. **§4204(b)(2)(C)**
3. Describe activities to be funded and how the identified activities will improve student academic achievement and overall success. **§4204(b)(2)(A)(B)**
4. Describe the community learning center's partnership plan for continuous strengthening between local educational agency, external partners, community-based organizations, and other public or private entities. **§4204(b)(2)(H)**

SUBMIT ONLINE

## Budget Year 1-5 Overview

*Before submitting the 21st CCLC application, applicants MUST contact their Finance & Accounting Office for guidance on developing the budget and for information on the most current budget coding.*

*In addition, 21st CCLC applicants MUST consult their Human Resources Office for guidance on Salary Placement Schedules and Hiring Procedures.*

*The Arizona Auditor General website is <https://www.azauditor.gov/usfr> for USFR Chart of Accounts for School Districts and Charter Schools and other important fiscal resources.*

Arizona's 21<sup>st</sup> CCLC Grants are awarded for 5 years. The first 3 years are 100% funded. Two additional continuation years are possible. Applicants are only eligible for the continuation years if they have demonstrated Substantial Compliance in the preceding year. **Continuation years are funded at 75%. §4203(a)(8)(A)**

Provide the total budget costs for EACH SITE for YEARS 1-5. Funding will be provided per site for a minimum of \$50,000 and a maximum of \$120,000. Budgets are based on individual site's needs as stated in the application.

**Provide the total budget costs for EACH SITE for YEARS 1-5.**

	Year 1 Total
	Year 2 Total
	Year 3 Total
	Year 4 Total <b>(Continuation Year = 75%)</b>
	Year 5 Total <b>(Continuation Year = 75%)</b>
	Total for the 5 Years

## Related Documents

**ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION.** Organizations uploading documents to GME must ensure that the information contained in the document does not include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.

### Public Records Request Notice: § 41-2702 parts E and G:

**E. Grant applications shall be publicly received at the time and place designated in the request for grant applications. The name of each applicant shall be publicly read and recorded. All other information in the grant application is confidential during the process of evaluation. All applications shall be open for public inspection after grants are awarded. To the extent the applicant designates, and the state concurs, trade secrets and other proprietary information contained in the application shall remain confidential.**

**G. ... Evaluator assessments shall be made available for public inspection no later than thirty days after a formal award is made.**



The Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) Title IV-B Program is funded by a federal grant from the U.S. Department of Education and administered by the Arizona Department of Education. For more information visit: <http://www.azed.gov/21stcclc/>



*We are a service organization committed to raising academic outcomes and empowering parents.*