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| **Name of Grant Program:** Massachusetts 21st Century Community Learning Centers Exemplary Programs Grant  | **Fund Code:** 646  |

# Addendum A – Additional Requirements and Priorities FY2022

Applicants may apply for this Exemplary Program Grant for all or a subset of their eligible sites.

* Applicants must have met grant requirements throughout the funding cycle, or clearly demonstrate how the issues related to not meeting the requirement(s) have been addressed successfully.
* Evidence that, at reduced funding, grantee is able to continue to maintain and sustain the same program attendance levels and program offerings.
* Evidence the grantee is working toward sustaining programming; and
* Complete a risk assessment demonstrating that grant requirements have been, on average, met or exceeded across the recent the most funding cycle.
* Practitioner/Demonstration sites MUST clearly demonstrate how they have served in a mentoring/coaching/resource capacity. Refer to **Addendum F** –Exemplary Programs Grant Requirements, Expectations/ & Elements Expectations for more details.

**Throughout the duration of the grant, recipients are required to:**

* Employ a full time coordinator for districts/agencies that are or have been awarded more then 2 schools/sites and for all others at minimum of a 25-30 hour/week coordinator who is directly responsible for the successful implementation of the proposed program(s). The coordinator salary maybe supported in full or part through grant funds.
* Employ a site-based coordinator responsible for the daily operation of applicant site(s).
* Provide staff with the planning time needed to implement high quality academically enriching programming.
* Offer an ELT and/or OST schedule that meets the minimum number of required hours based on the chosen model. See the *Priorities* section above for details.
* Attend trainings and implement Department-designated program evaluation tools.
* Submit data and all other required forms to the Department within required time frames including Program Activity Forms within two weeks of the start of each session.
* Conduct required site-based Assessment of Program Practices (APT) observations.
* Offer at minimum 64 hours of summer program (four (4) hours/day for at least four (4) weeks).
* Attend 21st CCLC coordinator meetings (district coordinators and others as applicable) and participate in Department-sponsored 21st CCLC professional development opportunities (district and site coordinators and other program staff as applicable).
* **[OST]** Served a percentage of students with high needs that is at minimum equal to and preferably above the school wide percentage (at the 21st CCLC site).
* Share lessons learned and promising practices as well as contribute to the development and implementation of the statewide regional networks.
* Commit to participating in an evaluation component to measure the impact these programs have on students. This includes implementing the Department-developed Survey of Academic Youth Outcomes (SAYO) evaluation tool.
* Applicants are required to demonstrate, through a combination of matching funds, in-kind resources, and/or collaborations/partnerships, their ability to, at minimum, sustain originally funded programming levels. Those resources must be linked directly to supporting programming and services at the applicant schools/sites. All or any portion of the match may come in the form of in-kind contributions and coordination with other grant programs and/or services. Programs are encouraged to coordinate services with efforts funded through other federal and state dollars and these efforts can contribute to providing a similar level and quality of services.
* See *Addendum A – Grant Assurances* in the *Required Forms* section below for additional grant requirements.

**FIELD TRIPS**

Field trips are an allowable expense provided they have an educational component and connect to and support program activities and outcomes. Out of state field trips are allowed in rare occasions and must be approved in advance by the Department’s 21st CCLC Program Coordinator. Field trip expenses (entry fees, etc.) should be budgeted under other costs Memberships/Subscriptions/Computer Licenses. Grant funds may be used to cover field trip transportation costs and should be budgeted under student transportation line. Please note awarded applicants will be required to submit a field trip approval form for any planned field trips.

**Programming supported through this grant include, but are not limited to, the following:**

* Project Based Learning (PBL)
* Creative Arts including Art, Theater, Music, Dance
* Nutrition and Health Education/Wellness Programs
* Financial and Environmental Literacy
* STEM (Science, Technology, Engineering and Math)
* Homework/Academic Support
* Career and Technical Programs, Internships or Apprenticeship Programs, and other ties to an in-demand industry sector or occupation for high school students that are designed to reinforce and complement the regular academic program of participating students. (Note grant funds may not be used to stipend students to attend the program.)
* Opportunities for credit recovery, (new or expanded), utilizing creative approaches such as PBL
* Mental Health/Substance Use and Violence Prevention Programs/Counseling Programs
* Offer families of students served by the 21st CCLC opportunities for active and meaningful engagement in their children’s education, including opportunities for literacy and related educational development

**Indirect Cost Rates**

* Are not allowed for the exemplary grant sites.