

NYS 21st Century Community Learning Centers

Timeline for 2017-2018 Program year

July	<ul style="list-style-type: none"> • Submit all required documentation to ensure timely receipt of funding (SACC, M/WBE, etc.) • Summer programming at your own risk if funding advance has not been received
August	<ul style="list-style-type: none"> • Attend Round 7 New Grantee Meeting in Geneva, NY August 18, 2017 • Advisory Meeting: All stakeholders meet for comprehensive planning; review QSA Tool • Establish 21st CCLC Schedule
September	<ul style="list-style-type: none"> • Parents receive welcome letters • Program Orientation • Site Coordinator meets with school staff to set up schedule and room assignments • Recruit participants/begin programming
October	<ul style="list-style-type: none"> • Lights On Afterschool Initiative (afterschoolalliance.org) • Citywide meeting NYC
November	<ul style="list-style-type: none"> • Advisory Meeting • Budget Review; Submit Budget amendment if necessary • Program Evaluator site visit
December	<ul style="list-style-type: none"> • Evaluability Checklist due December 31, 2017
January	<ul style="list-style-type: none"> • State-wide meeting RoS • Submit Mid-Year report to SED by February 15, 2018
February - March	<ul style="list-style-type: none"> • Advisory Meeting • Budget review • Program Evaluator site visit • Interim evaluation report due to programs
April	<ul style="list-style-type: none"> • Budget Amendments (FS-10A) due by April 16, 2018. Submit to NYSED Grants Management Rm 375 EBA, 89 Washington Ave., Albany, NY 12234
May	<ul style="list-style-type: none"> • Advisory Meeting • Student Outcomes Survey or another survey approved by SED • Budgets for next program year due May 15 annually • Attend State-wide meeting from May 30-June 1 in

	Albany (Register here: www.nys21cclc.org)
June	<ul style="list-style-type: none"> Attendance data for all sub-grantees will be required to be sent to SED in year 1, but there will not be consequences for non-profit organizations not meeting participation targets. For-profits who do not meet their target participation numbers in year 1 will be subject to budget reductions. In years 2-5 all sub-grantees must meet participation requirements or face budget reductions as per the RFP. Attendance reporting to NYSED by June 29, 2018. Reporting template will be sent in early June.
July	<ul style="list-style-type: none"> Preliminary meeting for next program year; review QSA Tool results; conduct strategic planning Begin Summer programming
August	<ul style="list-style-type: none"> Advisory Meeting: All stakeholders meet for comprehensive planning; review QSA Tool Establish 21st CCLC Schedule for upcoming school year
September	<ul style="list-style-type: none"> FS-10 Final Long Form due September 30, 2018. Submit to NYSED, Grants Finance Room 510W EB, 89 Washington Ave., Albany, NY 12234 Annual Program Evaluation Report due September 30, 2018. Submit to: EMSC21STCCLC@nysed.gov

*** APR Reporting times have not yet been set for 2017-2018. All sub-grantees will be notified of those reporting windows as soon as NYSED is notified.**