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**Application Printout**

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**eGrant Management System**

**Printed Copy of Application**

Applicant: 0674 Conrad Elem

Application: 2018-2019 21st Century New Application - A0 - Conrad Partnership

School Year: 7/1/2018 - 6/30/2019

Cycle: Amendment 1

Date Generated: 10/2/2018 3:00:01 PM

Generated By: 690781532914495

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## 21st Century Community Learning Center Overview

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**Note:** For administrative purposes, the 21st CCLC fiscal year is July 1 through June 30. If your summer program operations span two different program years, you must plan your program and program budgets accordingly.

**Program:** 21st Century Community Learning Center

**General Grant Information:** [General Grant Information](#)

**Purpose:** The 21st Century Community Learning Centers (21st CCLCs) program is authorized under Title IV, Part B, of the Every Student Succeeds Act (ESSA) to provide opportunities for communities to establish or expand activities in community learning centers. The purpose of the 21st CCLC program, as described in Section 4201(a), is to establish or expand community learning centers that accomplish the following:

- Provide opportunities for academic enrichment, including the provision of tutorial services to help students, particularly students who attend low-performing schools, to meet the challenging State and academic achievement standards.
- Offer students a broad array of additional services, programs, and activities such as youth development activities, service learning, nutrition and health education, drug and violence prevention programs, counseling programs, arts, music, physical fitness and wellness programs, technology education programs, financial literacy programs, environmental literacy programs, mathematics, science, 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.
- Offer families of students served by community learning centers opportunities for active and meaningful engagement in their childrens education, including opportunities for literacy and related educational development.

**Eligible Applicants:** The term 'eligible entity' means a local educational agency, 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 a consortium of 2 or more such agencies, organizations, or entities.

To apply for a Montana 21st CCLC grant, applicants must meet the following requirements.

According to ESSA 4203(a)(3)(A), eligible entities **must** serve:

(i) students who primarily attend:

(I) schools implementing comprehensive support and improvement activities or targeted support and improvement activities under section 1111(d)<sup>1</sup>; and

(II) other schools determined by the local educational agency (e.g. Title I schools) to be in need of intervention and support<sup>2</sup>; and

(ii) the families of such students;

In addition, once meeting these requirements, 4204(b)(F) requires "in assurance that the program will target students who primarily attend schools eligible for school wide programs under section 1114 and the families of such students". In Montana, this means schools with a student body in which 40% or more students are eligible for free or reduced meals. Free or reduced counts should be taken from the OPIs AIM October snapshot.

If your application proposes to serve one or more schools that have been identified as needing targeted supports for a specific sub population, your application must demonstrate how the population served within the 21st CCLC program will be comprised of at least 50% of students from that targeted population. For example, if English Language Learners are the targeted population identified within the school in which you are proposing to serve, then your application must address how your program will serve at least 50% of English Language learners from that targeted school.

Entities that are interested in applying for a 21st CCLC grant must fill out all of the following:

[LogicModel](#)

[Superintendent and Principal Support Certification Form \(recommended\)](#)

[21st CCLC Collaboration Signature Page \(required of all applicants\)](#)

**Range of Awards:** Montana will offer five year grant awards. The minimum grant awarded will be \$50,000 per application per year (including continuation grants). To determine the amount of funding your application is eligible to receive, please consult the general Grant Information, Montana OPI Funding Formula.

**Equitable Distribution of Funds:** Montana strives for equitable distribution of funds. With a focus on high-needs communities, there is a large geographical spread to disperse the funds. Montana ensures equitable distribution of funds while using a scoring process to ensure high quality programs are funded.

Per cost principles for equitable distribution in ESSA, the OPI, in meaningful consultation with the governors office, reserves the right to adjust grant award values to ensure equitable distribution of funds. An applicant may be awarded only a partial amount of requested funds in order to see as many high-quality programs as possible operating throughout the state.

All eligible applicants, both new or continuation grants, may apply for 21st CCLC funds for the following purposes:

- To support previously funded programs and services; and
- To expand to new schools/sites.

**Legislation:** [21st CCLC Grant - Federal Law \(Title IVB, Sec. 4201-4206\)](#)

**Guidance:** [21st CCLC GRANT Guidance \(MONTANA OPI 21st CCLC\)](#)

[Scoring Rubric](#)

[State and Federal Grants Handbook](#)

[Grievance Policy \(Section 200.4 State and Federal Grants Handbook\)](#)

[School Accounting Manual](#)

[Education Department General Administrative Regulations \(EDGAR\)](#)

1 As per the OPI, under the ESSA State Accountability System

2 For example, a local education agency could determine that Title I schools are in need of intervention and support

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**Contact Information**

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[Click for Instructions](#)

**Notes regarding the Contact Information page:**

- \* The shaded fields on this page are imported from the OPI Contacts database. Imported fields are read-only and cannot be changed by the applicant. If the imported information is incorrect, school districts can update their Contacts information at <https://apps.opi.mt.gov/Contacts/frmLogin.aspx>. Special education cooperatives, non-profit agencies, colleges, and other non-district entities should contact their OPI program specialist and update the contact information with him/her. Changes will not be immediately reflected on this page.
- \* If this application is being submitted by an entity that is not a school district and the authorized representative and/or business manager information is incorrect or blank, please send the information to OPI 21st CCLC staff so it can be imported into the application. Incorrect or blank imported fields WILL NOT prevent an application from being submitted and/or approved.
- \* Automatic e-mails are sent to the authorized representative upon approval or return of this application. The e-mail address used for the automated e-mails is the address the authorized representative uses for his/her username when logging on to E-Grants. This should be the same e-mail address as the one that displays on this page. If it is not, please contact E-Grants security at [egrants@mt.gov](mailto:egrants@mt.gov).

\* Denotes required field

**Authorized Representative (Fiscal Agent):** NOTE: If the Authorized Representative is a Superintendent or Principal within a district or school, he or she cannot be paid with 21st CCLC funds

Last Name	<input type="text" value="Allen"/>	First Name	<input type="text" value="Sharyl"/>
Phone	<input type="text" value="406"/> <input type="text" value="278"/> <input type="text" value="5521"/> ext. <input type="text"/>	Fax	<input type="text" value="406"/> <input type="text" value="278"/> <input type="text" value="3630"/>
Summer Phone	* <input type="text" value="406"/> <input type="text" value="278"/> <input type="text" value="5521"/> ext. <input type="text"/>	Email	<input type="text" value="sharyl.allen@conradschools.org"/>

**District Clerk/Business Manager (Fiscal Agent):**

Last Name	<input type="text" value="Riphenburg"/>	First Name	<input type="text" value="Mallory"/>
Phone	<input type="text" value="406"/> <input type="text" value="579"/> <input type="text" value="3857"/> ext. <input type="text"/>	Fax	<input type="text" value="406"/> <input type="text" value="278"/> <input type="text" value="3630"/>
Summer Phone	* <input type="text" value="406"/> <input type="text" value="278"/> <input type="text" value="5521"/> ext. <input type="text"/>	Email	<input type="text" value="clerk@conradschools"/>

**Applicant's Mailing Address:**

Mailing Address 1*	<input type="text" value="220 N. Wisconsin St."/>	Mailing Address 2	<input type="text"/>
City*	<input type="text" value="Conrad"/>	Zip Code*	<input type="text" value="59425"/> - <input type="text"/>

**Program Director:**

Will there be a Program Director with dedicated time to lead and administer this project?  Yes  No

Project director will be:  Full time  Part time

Program Director is the:

Authorized Representative above

District / Fiscal Clerk above

Other - Provide details

**Other contact:**

Last Name\*

First Name\*

Position/Title\*

Check if Mailing Address is listed above. If different, provide mailing address information below.

Mailing Address 1\*

Mailing Address 2

City\*

Zip Code\*  -

Phone\*    Extension

Fax\*

Summer Phone\*    Extension

Email address\*

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**21st Century Competitive Application Alternate Contact Approval/Disapproval E-mail Notification**

An e-mail notification will be sent to the Authorized Representative upon approval or return of this application. Additionally, e-mails notifying applicants of this application's approval or return for changes will be sent to each e-mail address entered below.

If you wish to have automatic notifications of this application's approval/return for changes delivered to district personnel other than the district authorized representative, enter the respective e-mail addresses in the text boxes below (maximum 5). Examples of personnel to consider are the district clerk/business manager, program contact, assistant superintendent, or any other district/organization person who can be an alternate contact if the Authorized Representative is unavailable.

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**Allocations**

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[Click for Instructions](#)

**This application has been approved. You must create an amendment in order to make updates.**

	TitleIVB
<b>Current Year Funds</b>	
Allocation	<b>\$240,112</b>
ReAllocated (+)	\$0
Released (-)	\$0
<b>Total Current Year Funds</b>	\$240,112
<b>Prior Year(s) Funds</b>	
Carryover (+)	\$0
ReAllocated (+)	\$0
<b>Total Prior Year(s) Funds</b>	\$0
<b>Sub Total</b>	<b>\$240,112</b>
<b>Multi-District</b>	
Transfer In (+)	\$0
Transfer Out (-)	\$0
<b>Administrative Agent</b>	
<b>Adjusted Sub Total</b>	<b>\$240,112</b>
<b>Total Available for Budgeting</b>	<b>\$240,112</b>
	TitleIVB

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**Site Information**

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[Click for Instructions](#)

**The Fiscal Agent's Information must be entered onto this page. The fiscal agent is the Local Educational Agency (LEA) or other organization acting as the financial representative of the 21st CCLC grant.**

\* Denotes required field

State Name   
\*Site Name   
Year of Original Grant Award   
\*Amount Applying For \$   
\*Site Organization Type

**\*Are you applying as a Consortium?**

Yes  No

**Anticipated/Existing Program Centers**

\*Location

\*Do you/will you have a school center?

Yes  No

Number of existing/anticipated program centers that are/will be school based

\*Do you/will you have a community center?

Yes  No

Number of existing/anticipated program centers that are/will be community based

**Total**

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**Center 1 Information**

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[Click for Instructions](#)

List Center 1's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
CHS 7-12	308 S. Illinois St.	220 N. Wisconsin St.	Conrad	59425	Rural
		<i>If same as physical address enter "same."</i>		-	

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
		<i>If same as physical address enter "same."</i>		-	

**Program activities at this center will be/are held:**

Before School	<input checked="" type="checkbox"/>
After School	<input checked="" type="checkbox"/>
In the Summer	<input checked="" type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019

**This center's program will be/is serving:**

Elementary School Students	<input type="checkbox"/>
Middle School Students	<input checked="" type="checkbox"/>
High School Students	<input checked="" type="checkbox"/>

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	6/11/2018	Anticipated end date of summer program (mm/dd/yyyy)	8/2/2018
Number of days per week the program will be/is open during the summer	4	Number of hours per week the program will be/is open during the summer	5
Number of weeks per year the program will be/is open during the summer	8	Number of summer holidays this program will be open	0

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	9/10/2018	Anticipated end date of school year program (mm/dd/yyyy)	5/30/2019
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	Homework Help	Homework Help	Homework Help	Homework Help	
8:00 AM	Homework Help	Homework Help	Homework Help	Homework Help	
3:00 PM					
4:00 PM	Homework Help/Activity	Homework Help/Activity	Homework Help/Activity	Homework Help/Activity	
5:00 PM	Complete Activity/Dismiss	Complete Activity/Dismiss	Complete Activity/Dismiss	Complete Activity/Dismiss	
6:00 PM					
7:00 PM					

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM					
8:00 AM	Content Learning	Content Learning	Content Learning	Content Learning	
9:00 AM	Project Based Application	Project Based Application	Project Based Application	Project Based Application	
10:00 AM	Project Based Application	Project Based Application	Project Based Application	Project Based Application	

AM	Project Based Application	Project Based Application	Project Based Application	Project Based Application	
11:00 AM	Content Learning	Content Learning	Content Learning	Content Learning	
12:00 PM	Lunch Break	Lunch Break	Lunch Break	Lunch Break	
1:00 PM	Study Skills	Study Skills	Study Skills	Study Skills	
2:00 PM					
3:00 PM					
4:00 PM					
5:00 PM					
6:00 PM					

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**Center 2 Information**

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[Click for Instructions](#)

List Center 2's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
Chester-Joplin-Inverness Schools	511 Main St.	PO Box 550	Chester	59522	Rural
				-	

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
				-	

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

Before School	<input checked="" type="checkbox"/>
After School	<input checked="" type="checkbox"/>
In the Summer	<input checked="" type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019

**This center's program will be/is serving:**

Elementary School Students	<input checked="" type="checkbox"/>
Middle School Students	<input checked="" type="checkbox"/>
High School Students	<input checked="" type="checkbox"/>

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	6/11/2018	Anticipated end date of summer program (mm/dd/yyyy)	8/16/2018
Number of days per week the program will be/is open during the summer	4	Number of hours per week the program will be/is open during the summer	24
Number of weeks per year the program will be/is open during the summer	9	Number of summer holidays this program will be open	0

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	8/27/2018	Anticipated end date of school year program (mm/dd/yyyy)	5/29/2019
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	Homework Help	Homework Help	Homework Help	Homework Help	Homework Help
8:00 AM	Homework Help	Homework Help	Homework Help	Homework Help	Homework Help
3:00 PM	Snack and Recess	Snack and Recess	Snack and Recess	Snack and Recess	Snack and Recess
4:00 PM	Homework/Skills Activity	Homework/Skills Activity	Homework/Skills Activity	Homework/Skills Activity	Homework/Skills Activity
5:00 PM	Genius Time (1/2 hour)	Genius Time (1/2 hour)	Genius Time (1/2 hour)	Genius Time (1/2 hour)	Genius Time (1/2 hour)
6:00 PM					
7:00 PM					

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM					
8:00 AM					
9:00 AM	Morning Share Time/LitART	Morning Share Time/LitART	Morning Share Time/LitART	Morning Share Time/LitART	
10:00 AM	Activity/Recess/Snack	Activity/Recess/Snack	Activity/Recess/Snack	Activity/Recess/Snack	

AM	LA Activity/Recess/Snack	LA Activity/Recess/Snack	LA Activity/Recess/Snack	LA Activity/Recess/Snack	
11:00 AM	Math Learning Games	Math Learning Games	Math Learning Games	Math Learning Games	
12:00 PM	Lunch/Recess	Lunch/Recess	Lunch/Recess	Lunch/Recess	
1:00 PM	Story Time/AR/Art	Story Time/AR/Art	Story Time/AR/Art	Story Time/AR/Art	
2:00 PM	Field Trip to WCE	Music	Field Trip to Library	Swimming	
3:00 PM	Classroom Cleanup/Dismiss	Classroom Cleanup/Dismiss	Classroom Cleanup/Dismiss	Swimming/Dismiss	
4:00 PM					
5:00 PM					
6:00 PM					

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**Center 3 Information**

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[Click for Instructions](#)

List Center 3's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
Meadowlark School	17 3rd Ave. SW	220 N. Wisconsin St.	Conrad	59425	Rural
				-	

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
				-	

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

Before School	<input checked="" type="checkbox"/>
After School	<input checked="" type="checkbox"/>
In the Summer	<input checked="" type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019

**This center's program will be/is serving:**

Elementary School Students	<input checked="" type="checkbox"/>
Middle School Students	<input type="checkbox"/>
High School Students	<input type="checkbox"/>

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	6/4/2018	Anticipated end date of summer program (mm/dd/yyyy)	8/16/2018
Number of days per week the program will be/is open during the summer	4	Number of hours per week the program will be/is open during the summer	7
Number of weeks per year the program will be/is open during the summer	10	Number of summer holidays this program will be open	0

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	9/10/2018	Anticipated end date of school year program (mm/dd/yyyy)	5/30/2019
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	Homework Help	Homework Help	Homework Help	Homework Help	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	Homework/Snack	Homework/Snack	Homework/Snack	Homework/Snack	<input type="text"/>
4:00 PM	Recess/Activity STEM	Recess/Activity Reading	Recess/Activity Arts	Recess/Activity	<input type="text"/>
5:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	Breakfast	Breakfast	Breakfast	Breakfast	<input type="text"/>
9:00 AM	Reading/Language Block	Reading/Language Block	Reading/Language Block	Reading/Language Block	<input type="text"/>
10:00 AM	Reading/Math Block	Reading/Math Block	Reading/Math Block	Reading/Math Block	<input type="text"/>

AM	Reading/Math Block	Reading/Math Block	Reading/Math Block	Reading/Math Block	
11:00 AM	Math Block	Math Block	Math Block	Math Block	
12:00 PM	Lunch & Outdoor Activity	Lunch & Outdoor Activity	Lunch & Outdoor Activity	Lunch & Outdoor Activity	
1:00 PM	Science & Community	Science & Community	Science & Community	Science & Community	
2:00 PM	Art/Music/SEL/Tech	Art/Music/SEL/Tech	Art/Music/SEL/Tech	Art/Music/SEL/Tech	
3:00 PM	Finish Daily Projects	Finish Daily Projects	Finish Daily Projects	Finish Daily Projects	
4:00 PM					
5:00 PM					
6:00 PM					



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**Center 4 Information**

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[Click for Instructions](#)

List Center 4's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
Utterback School	24 2nd Ave SW	220 N. Wisconsin St.	Conrad	59425	Rural
				-	

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
				-	

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

Before School	<input checked="" type="checkbox"/>
After School	<input checked="" type="checkbox"/>
In the Summer	<input checked="" type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019

**This center's program will be/is serving:**

Elementary School Students	<input checked="" type="checkbox"/>
Middle School Students	<input type="checkbox"/>
High School Students	<input type="checkbox"/>

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	6/4/2018	Anticipated end date of summer program (mm/dd/yyyy)	8/16/2018
Number of days per week the program will be/is open during the summer	4	Number of hours per week the program will be/is open during the summer	7
Number of weeks per year the program will be/is open during the summer	10	Number of summer holidays this program will be open	0

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	9/10/2018	Anticipated end date of school year program (mm/dd/yyyy)	5/30/2019
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	Homework Help	Homework Help	Homework Help	Homework Help	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	Homework/Snack	Homework/Snack	Homework/Snack	Homework/Snack	<input type="text"/>
4:00 PM	Recess/Activity STEM	Recess/Activity Reading	Recess/Activity Arts	Recess/Activity	<input type="text"/>
5:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	Breakfast	Breakfast	Breakfast	Breakfast	<input type="text"/>
9:00 AM	Reading/Language Block	Reading/Language Block	Reading/Language Block	Reading/Language Block	<input type="text"/>
10:00 AM	Reading/Math Block	Reading/Math Block	Reading/Math Block	Reading/Math Block	<input type="text"/>

AM	Reading/Math Block	Reading/Math Block	Reading/Math Block	Reading/Math Block	
11:00 AM	Math Block	Math Block	Math Block	Math Block	
12:00 PM	Lunch & Outdoor Activity	Lunch & Outdoor Activity	Lunch & Outdoor Activity	Lunch & Outdoor Activity	
1:00 PM	Science & Community	Science & Community	Science & Community	Science & Community	
2:00 PM	Art/Music/SEL/Tech	Art/Music/SEL/Tech	Art/Music/SEL/Tech	Art/Music/SEL/Tech	
3:00 PM	Finish Daily Projects	Finish Daily Projects	Finish Daily Projects	Finish Daily Projects	
4:00 PM					
5:00 PM					
6:00 PM					

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**Center 5 Information**

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[Click for Instructions](#)**List Center 5's name and address. A Center is the physical location where the program is held.****Enter Center Information for either one School Center or one Community Center- not both.**

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	<input type="text"/>

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
Trades Academy	220 N. Wisconsin St.	Same	Conrad	59425 - <input type="text"/>	<input type="text"/>

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

- Before School
- After School
- In the Summer  2018  2019

**This center's program will be/is serving:**

- Elementary School Students
- Middle School Students
- High School Students

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of summer program (mm/dd/yyyy)	<input type="text"/>
Number of days per week the program will be/is open during the summer	<input type="text"/>	Number of hours per week the program will be/is open during the summer	<input type="text"/>
Number of weeks per year the program will be/is open during the summer	<input type="text"/>	Number of summer holidays this program will be open	<input type="text"/>

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	<input type="text" value="1/2/2019"/>	Anticipated end date of school year program (mm/dd/yyyy)	<input type="text" value="6/1/2019"/>
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	<input type="text"/>
4:00 PM	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	<input type="text"/>
5:00 PM	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	<input type="text"/>
6:00 PM	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	<input type="text"/>
7:00 PM	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9:00 AM	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	Arrival & Instruction	<input type="text"/>
10:00 AM	Instruction	Instruction	Instruction	Instruction	<input type="text"/>

AM	Instruction	Instruction	Instruction	Instruction	
11:00 AM	Instruction	Instruction	Instruction	Instruction	
12:00 PM	Instruction	Instruction	Instruction	Instruction	
1:00 PM	Lunch & Community Outrch				
2:00 PM	Instruction	Instruction	Instruction	Instruction	
3:00 PM	Application of Skills	Application of Skills	Application of Skills	Application of Skills	
4:00 PM	Application of Skills	Application of Skills	Application of Skills	Application of Skills	
5:00 PM	Application of Skills	Application of Skills	Application of Skills	Application of Skills	
6:00 PM	Community Outreach	Community Outreach	Community Outreach	Community Outreach	

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**Center 6 Information**

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[Click for Instructions](#)

List Center 6's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				-	
				<input type="text"/>	

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				-	
				<input type="text"/>	

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

- Before School
- After School
- In the Summer  2018  2019

**This center's program will be/is serving:**

- Elementary School Students
- Middle School Students
- High School Students

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of summer program (mm/dd/yyyy)	<input type="text"/>
Number of days per week the program will be/is open during the summer	<input type="text"/>	Number of hours per week the program will be/is open during the summer	<input type="text"/>
Number of weeks per year the program will be/is open during the summer	<input type="text"/>	Number of summer holidays this program will be open	<input type="text"/>

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of school year program (mm/dd/yyyy)	<input type="text"/>
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10:00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



AM					
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM					
4:00 PM					
5:00 PM					
6:00 PM					

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**Center 7 Information**

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[Click for Instructions](#)

List Center 7's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				-	
				<input type="text"/>	

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				-	
				<input type="text"/>	

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

- Before School
- After School
- In the Summer  2018  2019

**This center's program will be/is serving:**

- Elementary School Students
- Middle School Students
- High School Students

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of summer program (mm/dd/yyyy)	<input type="text"/>
Number of days per week the program will be/is open during the summer	<input type="text"/>	Number of hours per week the program will be/is open during the summer	<input type="text"/>
Number of weeks per year the program will be/is open during the summer	<input type="text"/>	Number of summer holidays this program will be open	<input type="text"/>

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of school year program (mm/dd/yyyy)	<input type="text"/>
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10:00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

AM					
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM					
4:00 PM					
5:00 PM					
6:00 PM					

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**Center 8 Information**

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[Click for Instructions](#)

List Center 8's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	<input type="text"/>

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	<input type="text"/>

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

- Before School
- After School
- In the Summer  2018  2019

**This center's program will be/is serving:**

- Elementary School Students
- Middle School Students
- High School Students

---

**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of summer program (mm/dd/yyyy)	<input type="text"/>
Number of days per week the program will be/is open during the summer	<input type="text"/>	Number of hours per week the program will be/is open during the summer	<input type="text"/>
Number of weeks per year the program will be/is open during the summer	<input type="text"/>	Number of summer holidays this program will be open	<input type="text"/>

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of school year program (mm/dd/yyyy)	<input type="text"/>
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10:00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

AM					
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM					
4:00 PM					
5:00 PM					
6:00 PM					

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**Center 9 Information**

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[Click for Instructions](#)

List Center 9's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	<input type="text"/>

*If same as physical address enter "same."*

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	<input type="text"/>

*If same as physical address enter "same."*

**Program activities at this center will be/are held:**

- Before School
- After School
- In the Summer  2018  2019

**This center's program will be/is serving:**

- Elementary School Students
- Middle School Students
- High School Students

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**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of summer program (mm/dd/yyyy)	<input type="text"/>
Number of days per week the program will be/is open during the summer	<input type="text"/>	Number of hours per week the program will be/is open during the summer	<input type="text"/>
Number of weeks per year the program will be/is open during the summer	<input type="text"/>	Number of summer holidays this program will be open	<input type="text"/>

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of school year program (mm/dd/yyyy)	<input type="text"/>
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10:00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

AM					
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM					
4:00 PM					
5:00 PM					
6:00 PM					

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**Center 10 Information**

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[Click for Instructions](#)

List Center 10's name and address. A Center is the physical location where the program is held.

Enter Center Information for either one School Center or one Community Center- not both.

School Center:

Name	Physical Address	Mailing Address	City	Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		<i>If same as physical address enter "same."</i>		- <input type="text"/>	

Community Center:

Name	Physical Address	Mailing Address	City	Community Center Zip Code	Location
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		<i>If same as physical address enter "same."</i>		- <input type="text"/>	

**Program activities at this center will be/are held:**

- Before School
- After School
- In the Summer  2018  2019

**This center's program will be/is serving:**

- Elementary School Students
- Middle School Students
- High School Students

---

**2018 Summer Program Information**

(summer dates should reflect dates between June 1, 2018 and August 31, 2018)

Anticipated start date of summer program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of summer program (mm/dd/yyyy)	<input type="text"/>
Number of days per week the program will be/is open during the summer	<input type="text"/>	Number of hours per week the program will be/is open during the summer	<input type="text"/>
Number of weeks per year the program will be/is open during the summer	<input type="text"/>	Number of summer holidays this program will be open	<input type="text"/>

**2018-2019 School Year Program Information**

(school year dates should reflect dates between September 1, 2018 and May 31, 2019)

Anticipated start date of school year program (mm/dd/yyyy)	<input type="text"/>	Anticipated end date of school year program (mm/dd/yyyy)	<input type="text"/>
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Number of days per week the program will be/is open during the school year

Number of hours per week the program will be/is open during the school year

Number of weeks per year the program will be/is open during the school year

Number of Teacher PIR Days and/or Holidays this program will be open

**2019 Summer Program Information**

(summer dates should reflect dates between June 1, 2019 and August 31, 2019)

Anticipated start date of summer program (mm/dd/yyyy)

Anticipated end date of summer program (mm/dd/yyyy)

Number of days per week the program will be/is open during the summer

Number of hours per week the program will be/is open during the summer

Number of weeks per year the program will be/is open during the summer

Number of summer holidays this program will be open

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your school-day program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:00 PM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Fill in the grid below to illustrate what a typical operation week would look like in a week of your summer program.**

	Monday	Tuesday	Wednesday	Thursday	Friday
7:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9:00 AM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10:00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

AM					
11:00 AM					
12:00 PM					
1:00 PM					
2:00 PM					
3:00 PM					
4:00 PM					
5:00 PM					
6:00 PM					

**Populations To Be Served/Needs Assessment**

[Click for Instructions](#)

List each participating school, its associated district, and corresponding qualification information below.

**Participating School Name**

Meadowlark School K-3

**Associated District**

Conrad Public Schools

Populations to be Served		Needs Assessment				
Percentage of Free/Reduced Meals Students	Title I Designation	Total number of students enrolled in the participating school	% of Students below Proficient in Reading/Language Arts (Smarter Balanced)	% of Students below Proficient in Math (Smarter Balanced)	Anticipated Number of Students to be Served (Capacity No.)	Anticipated number of regular students (students who participate more than 30 days)
49 <input type="checkbox"/> 95-100%	<input checked="" type="radio"/> Yes <input type="radio"/> No	152	57	59	120	90

**Participating School Name**

Utterback School 4-6

**Associated District**

Conrad Public Schools

Populations to be Served		Needs Assessment				
Percentage of Free/Reduced Meals Students	Title I Designation	Total number of students enrolled in the participating school	% of Students below Proficient in Reading/Language Arts (Smarter Balanced)	% of Students below Proficient in Math (Smarter Balanced)	Anticipated Number of Students to be Served (Capacity No.)	Anticipated number of regular students (students who participate more than 30 days)
48 <input type="checkbox"/> 95-100%	<input checked="" type="radio"/> Yes <input type="radio"/> No	120	68	70	98	72

**Participating School Name**

Conrad High School 7-12

**Associated District**

Conrad Public Schools

Populations to be Served		Needs Assessment				
Percentage of Free/Reduced Meals Students	Title I Designation	Total number of students enrolled in the participating school	% of Students below Proficient in Reading/Language Arts (Smarter Balanced)	% of Students below Proficient in Math (Smarter Balanced)	Anticipated Number of Students to be Served (Capacity No.)	Anticipated number of regular students (students who participate more than 30 days)
30 <input type="checkbox"/> 95-100%	<input checked="" type="radio"/> Yes <input type="radio"/> No	224	57	71	175	135

**Participating School Name**

CJI Schools K-12

**Associated District**

Chester-Joplin-Inverness

Populations to be Served		Needs Assessment				
Percentage of Free/Reduced Meals Students	Title I Designation	Total number of students enrolled in the participating school	% of Students below Proficient in Reading/Language Arts (Smarter Balanced)	% of Students below Proficient in Math (Smarter Balanced)	Anticipated Number of Students to be Served (Capacity No.)	Anticipated number of regular students (students who participate more than 30 days)
42 <input type="checkbox"/> 95-100%	<input checked="" type="radio"/> Yes <input type="radio"/> No	213	39	54	175	125

**Total Enrollment**

709

**Percent of Students Served** 80.1 %**Total Served** 568**Total Regular Attendees** 422**Needs Assessment: ESSA 4204(b)(2)(I):**

Provide a detailed description of the needs assessment process for the program(s) and activities in the schools and communities including the objective data collected, the resources available, and the identified needs of students and families (including working families). Explain how the center's program will address these needs.

(2872 of 4000 maximum characters used)

A program evaluation at Conrad Schools, consisting of six surveys was conducted in the spring of 2017: 1) Teacher Survey, 2) School Administrator Survey, 3) Student Survey, 4) Parent Survey, 5) Center Staff Survey, and 6) Center Administrator Survey. In consultation with the Office of Public Instruction (OPI), the surveys were coordinated by JEM & R, the state evaluator for the Montana 21st CCLC Grant. The results regarding the evaluation are as follows: 79.41% of students improved in Math skills, 76.47% of students improved in Reading skills, 63.33% of students showed an improvement in Homework completion, 54.84% of students showed growth in class participation, 72.73% of students showed an increase in conflict resolution skills and behavior improvements were seen in 64.86% of students. 100% of parents felt that the program meets the needs of their children, were satisfied with the program and felt sending their child to the program was of good value to their families. 84.2% of students were happy with their after school program, 63.2% of students felt that the program helped them do better in school, 78.9% of students felt that their attendance in the program has helped them to get along with others, 94.4% of students feel safe while they are in the program. A community wide (Conrad and CJI) needs assessment survey was completed in February of 2018. The survey was conducted through Survey Monkey and the community was notified of the survey via Social Media, School website, Local Paper advertisement, and at Parent/Teacher Conferences. We received 112 responses to the survey of which, 96.15% of parents stated they had a need for their child to attend after school programming. As our communities are so rural and small, there is no available child care programs for students to go before, after school or during the summer. This is our greatest need in our communities. Conrad's population is 2,550 as of 2016 and Chester-Joplin-Inverness combined population is 1,096. Both communities are more than 45 miles away from the closest urban city. Not only do we have a need for the care of the student beyond the classroom time, there is a great need for academic enrichment activities to help the student become proficient in English, Language Arts and Math. From our SBAC test scores, over half of the Conrad and CJI school's student population are below proficiency rates in ELA and Math. Our center's programs will address the community need of having an out of school time program available and also the need to aid the student in becoming proficient or above in ELA and Math. Our program academic emphasis will be on building math through skills practice in grade appropriate standards, STEM projects and language arts skills with attention to fluency in our elementary classrooms and expanding vocabulary in junior high and high school.

## Program Operations

[Click for Instructions](#)

### **Needs Assessment: ESSA 4204(b)(2)(I):**

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### **Transportation: ESSA 4204(b)(2)(1)(A)(ii):**

Provide a description of how students participating in the program carried out by the Community Learning Center(s) will travel safely to and from the center and home/other locations. Include field trip information, types of vehicles used, bus safety training, and alignment to the budget.

(1997 of 2000 maximum characters used)

Students in Conrad Schools and CJI School will walk daily from their classes to the After School Program classroom on school campus at 3:15pm. Parents will be required to sign out their child from the program as they pick them up at the end of the program day. Release forms will be available for parents to sign, allowing their child to sign out at a designated time. Parents will be responsible for transportation of their child to any before school programs on campus. Students will dismiss from before school programs at 8:30 am to line up in their appropriate classes. Transportation will be provided by Conrad School Transportation Dept. for students in need of transportation in town from after school programs at 5:00pm. Conrad Schools regularly maintain their school buses to insure vehicle safety. Their certified drivers receive continual safety training as well. All safety measures outlined in Conrad Public Schools Board Policies will be followed. A copy of rules of conduct for students riding buses will be provided to the students at the beginning of the year. The bus driver will review the rules with the students at the beginning of each school year. The bus driver shall be responsible for enforcing the rules and will work closely with a parent and building principal to modify a student's behavior. In the event of an accident or other emergency, the bus driver shall follow the emergency procedures developed by the Transportation Director. A copy of the emergency procedures shall be located in each bus. To ensure the success of such emergency procedures, each bus driver shall conduct an emergency evacuation drill each early fall and late spring. The District shall conduct such other drills and procedures as may be necessary. Field Trip permission slips will be sent home to be signed and returned to the program in order to release student(s) for the field trip. 2 chaperones (including Certified teacher and assistant) will be responsible for student safety.

### **Program Communication: ESSA 4204(b)(2)(1)(A)(iii):**

Provide a description of how the eligible entity will disseminate information about the Community Learning Center(s) to the community in a manner that is understandable and accessible. This includes information about the program, its hours of operation, offerings, and location, and communication of local evaluation results. Address the following constituents and stakeholders: program staff, teachers/school day partners, students, parents, and community members.

(851 of 2000 maximum characters used)

Information will be disseminated through our website, social media, weekly and/or monthly newsletters, flyers, radio ads, and local newspaper articles. Open House events at the beginning of the year will be held and families will gain in depth information about the programs. Teachers and school day partners will be informed at weekly staff meetings and with follow-up emails about any time changes or offers for additional activities. The programs will also use Google Classroom at each center to communicate with school day staff. Students, parents, and community members will be kept informed by the above information outlets along with emails, phone calls, and robo calls if immediate changes need to be announced. Teachers and school day staff will encourage a student's attendance in the program by recommending the program to parents/guardians.

### **Safety/Nutrition ESSA 4204(b)(2)(1)(A)(i), Goal 2 & 5 of Logic Model**



Please describe the safety and health procedures you have in place that will ensure that your students are in a safe and healthy environment. This plan must describe all child- protection mechanisms that are built into the process and all snack and meal requirements. Include information on how your program will coordinate and integrate into the school or organizations emergency operations plan (EOP)/safety plan.

(1986 of 2000 maximum characters used)

Breakfast/lunch will be provided by the Summer Meal Program at Conrad Schools, which will be served at the Meadowlark School during the entirety of the summer. CJI will partner with Senior Center for summer meals. Programs will provide snacks to program attendees through the After School Snack Program, under the OPI Snack Program. The programs will follow eligibility requirements for the OPI Snack Program. Each center will employ a Certified teacher as the Site Coordinator and aides as needed. All staff is required to complete background checks. Programs will maintain 20:1 ratio. The program staff will follow all Conrad Public School's district protocols outlined in District Policy section 8301, "The building principal will develop a plan of fire, civil defense, tornado, and earthquake warning, protection, and evacuation. This plan and procedures will be discussed and distributed to each teacher at the beginning of each school year. There will be at least eight (8) disaster drills a year, four (4) of which will be fire drills. All teachers will discuss fire drill procedures with their class at the beginning of each year and will have them posted in a conspicuous place next to the exit door. A record will be kept of all fire drills. The drills will be held at different hours of the day or evening to avoid distinction between drills and actual disasters." MBI protocols will also be enforced and followed at each center. Each program room will be equipped with the materials and procedures in case of an emergency. Parents will also be provided information regarding procedures in case of an emergency while their child/children are participating in the Summer School Program or After School Program. Parents or authorized person designated on registration forms, will be responsible for picking the student up. Teachers will request photo ID if they do not know the adult picking up. Any medications needing to be administered will be done only by the parents.

#### **Summer Learning Programs: Goal 6 of Logic Model**

Describe in detail your summer program, if applicable. Be sure to include focus of program activities, hours/days of operation, and your collaboration with the school year program.

Note: The Y4Y Summer Learning Course will help assist you in designing your summer learning program. If awarded, the program will enroll in and complete the online Y4Y Summer Learning Course by September 30th. Failure to complete this course will result in the OPI restricting access to funds until documentation of course completion is provided.

(1996 of 2000 maximum characters used)

CJI summer program will be a fourfold. The first component will consist of a reading program in conjunction with the Liberty County Library. The program will consist of an incentive program for students to spend time reading at the library and at home. Students will use their Accelerated Reader account to test for comprehension. Our program will also have a parental component that awards the students with points when parents accompany them to the library. The hours of operation will be consistent with the normal library hours. The second component will consist of a summer program to begin June 11, 2018 and continue until August 16, 2018. This program will run 4 days per week with time frame of 9am- 3pm. The third is a skills based program that works with students that have shown a summer slide of skills coming into the next school year, exhibiting a significant deficit. The program will begin July 9 and will consist of two days per week for four hours each day. If the need exceeds those time guidelines, another session of two more days per week may be added. Finally, there will be week long workshops that work on STEM activities. These will be created on a grade appropriate basis and will be offered up to 4 times throughout the summer. After School Program will offer a summer program for K-3 and will co sponsor the Public Library Summer Literacy Program and Summer Science Camp. The Summer Program at Conrad's centers will be K-5 and open Monday thru Thursdays from 7:45-3:15. In partnership with the City of Conrad Library, there will be a Summer Literacy Program, open during normal Library hours and extended Library hours. The Summer Science Camp will be Tuesdays from 9:30-11:00 for 4-6 grades and 9:30-11:00 Wednesdays and Thursdays for K-3. The summer program focus will be on helping students retain academic standards and prevent the loss of any academic progress, help students become academically proficient and attend to the social/emotional and physical needs.

#### **Management and Capacity to Implement the Grant: ESSA 4204(b)(2)(M), Goal 6 of Logic Model**

Address how the program will be managed and organized, and describe in detail the roles, responsibilities, qualifications, and proposed number of staff that will be hired to work in the 21st CCLC programs. Address the following: projected pupil/teacher ratio, student recruitment strategies, and an assurance that you will hire highly qualified data collection and reporting personnel (with knowledge in Excel and Google Docs, and Spreadsheets). If the eligible entity plans to use volunteers in activities carried out through the community learning center, provide a description of how the eligible entity will encourage and use appropriately qualified persons to serve as the volunteers.

(1969 of 2000 maximum characters used)

The program will be managed by a 21st CCLC director who will oversee all aspects of the grant including but not limited to staffing, grant management, program administration, sustainability planning, data collection and reporting and supervision of all staff. The Program director will be responsible for scheduling meetings, scheduling employees, keeping updated student lists, maintaining the calendar of activities and offerings, ordering all materials and supplies, obtaining funding from other sources for sustainability, data reporting and overseeing the budget. The grant director and the program director will be the same person at the Conrad centers. Each center will have a Center Coordinator who will be responsible for the daily operations and programming within the center, including the supervision of the center's staff, data collection, and activities development. Center coordinators will be required to possess knowledge in Google Docs, Google Sheets, and Excel as well as required to follow Family Education and Rights Privacy Act. CJI staff will be given the opportunity to assist with the programing and implementation of the services offered with grant funds. School day staff will work closely with center coordinators for recruitment of students. All staff members who directly supervise students meet at least the minimum qualifications for an instructional aide in the school district. The pupil/teacher ratio will depend on the ages of the students. We will try to maintain a 1:10 ratio for our primary students and a 1:15 ratio for our upper grade students, never having a ratio above 1:20. The principal of each school must approve the selection of the before/after/summer program Center coordinators. All program staff and volunteers are subject to the health screening and fingerprint requirements in current law and district policy for school personnel and volunteers in the school district. Supervising staff will meet every quarter.

#### **Professional Development Plan: Goal 6 of Logic Model**

What is your professional development plan for all individuals connected to this program? Note that there are three required meetings: two regional and one state professional conference.

(689 of 2000 maximum characters used)

No less than 5 percent of the total budget will be reserved for Professional Development. Each center will require Program Director/Center Coordinators and/or other support staff to attend the following professional development events; fall and spring Regional meetings, state conference, and complete the Y4Y Summer Institute by 09/30/2018. The times, dates and locations of these events are yet to be determined. Training on program curriculum, data collection, and safety procedures will be required by Center coordinators before the beginning of the summer and school year programs. Webinars through Y4Y and Afterschool Alliance will be assigned as the Program Director deems necessary.

**Program Evaluation: ESSA 4205(b), Refer to all Goals of Logic Model**

Describe how you will: a) evaluate your program annually to assess the program's progress toward achieving grant goals as outlined in the logic model, and b) use the results of the evaluation to refine improve and strengthen the program.

(1386 of 2000 maximum characters used)

The Consortium will annually hire the outside evaluator JEM & R LLC. There will be 6 surveys conducted at each center for the grant: Teacher, Student, Parent, School Admin, Center Admin and Center Staff surveys. Population chosen to survey; students in grades 2-12 enrolled and attended a minimum of 15 days, school day teachers of students K-12 enrolled and attended a minimum of 15 days, all principals of schools that partner with our centers, all parents/caregivers/legal guardians of students K-12 enrolled in programs that attended a minimum of 15 days, all program staff in centers who worked directly with the youth, and program admin for each center. The evaluation purpose will be to identify the indicators and data needed to measure and evaluate the effectiveness of the program. The evaluator will make sure the survey items align with the grant's Federal Guidance, goals and objectives, as well as ESSA requirements. The evaluation process will begin annually in March and end in June. Based on the evaluator's results, adjustments will be made in order to improve and strengthen the programs. Evaluation results will be posted on schools' websites, social media, and hard copies at each program location. Programs will annually evaluate student and parents at the beginning of the program year and conduct evaluations of the staff employed in the spring of program year.

**Timeline**

Provide a timeline of grant activities (this includes start and end dates, trainings, planned conferences, evaluation, personnel evaluation recruitment, advisory board meetings, etc.) for the July 1 - June 30 fiscal year.

Activities	Start Date(mm/dd/yyyy)	End Date(mm/dd/yyyy)	Person(s) Responsible
Before/After School Staff Training	08/22/2018	08/22/2018	Program Director
CJI Before School Program	08/22/2018	05/24/2019	Rita Chvilicek
CJI After School Program	09/10/2018	05/16/2019	Trish Tempel
Summer Program Training	06/07/2018	06/07/2018	Program Director
CJI Summer Program	06/11/2018	08/16/2018	Trish Tempel
CJI Summer Camps	06/11/2018	08/16/2018	Trish Tempel
Y4Y Learning Course		09/30/2018	All Directors, Rita Chvilicek
Y4Y Learning Course - monthly	07/01/2018	06/30/2019	Program Director, Center Coordinator

Activities	Start Date(mm/dd/yyyy)	End Date(mm/dd/yyyy)	Person(s) Responsible
Advisory Board meetings - quarterly - monthly to begin	07/01/2018	06/30/2019	Program Director
Program Start Surveys (parent and student)	08/20/2018	09/20/2018	Program Director
Open House Events - communication/recruitment	09/01/2018	09/30/2018	Program Director
Community Outreach/Family Engagement - Monthly	07/01/2018	06/30/2019	Program Director/Center Coordinator
Program staff evaluations	04/01/2019	05/01/2019	Program Director
Program evaluation - contract with JEM & R LLC	03/01/2019	06/01/2019	Program Director
Conrad Before/After School Program	09/10/2018	05/30/2019	Program Director/Center Coordinator
Conrad Summer Program	06/04/2018	08/16/2018	Program Director/Center Coordinator

Conrad Summer Program	06/04/2018	08/16/2018	Program Director/Center Coordinator
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<b>Activities</b>	<b>Start Date(mm/dd/yyyy)</b>	<b>End Date(mm/dd/yyyy)</b>	<b>Person(s) Responsible</b>
MBI Summer Institute	06/18/2018	06/22/2018	Program Director/Center Coordinator
Regional Meetings - Fall and Spring	07/01/2018	06/30/2019	Program Director/Center Coordinator
National Conference	07/01/2018	06/30/2019	CJI Program Director/Summer Staff
Program Staff Meetings - monthly	07/01/2018	06/30/2019	All Program staff/volunteers
Disaster Drills - twice quarterly	07/01/2018	06/30/2019	Program Director/Center Coordinator/staff
Y4Y and Afterschool Alliance webinars	07/01/2018	06/30/2019	Program Director/Center Coordinator
Staff recruitment and hiring	07/01/2018	08/30/2018	Program Director/Advisory Board/Principal

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## Academics/Activities

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### **Research or evidence-based Best Practices: ESSA 4204(b)(2)(J), Goals 1, 3 and 4 of Logic Model**

Describe how the eligible entity will use best practices, including research or evidence-based practices, to provide educational and related activities that will complement and enhance academic performance, achievement, postsecondary and workforce preparation, and positive youth development of the students. These are the activities that you will list under Goals 1, 3 and 4 of your logic model.

(1896 of 2000 maximum characters used)

Programs will follow the 8 best practices as presented in the MBI model from OPI. Staff will self-evaluate their progress in each of the areas, and then conference with the Director to go over the evaluation standards for each staff member. Many of the same learning tools that are used throughout the school year, such as IXL, edReady, Lyrics to Learn, and Accelerated Reader, Ascend Math will also be used in these programs. Research based interventions for struggling students will be required. We will also implement LitART and/or MindWorks as our curriculum for Before/After/Summer Program. These curriculums attend to the whole-child from academic to social/emotional. After school programs will offer academic enriched activities led by certified teachers. Center Coordinators will be responsible for making sure all activities align with State academic standards and any of the local academic standards and curricula. The programs will work closely with the local library to help provide high quality academic enrichment activities to the students. A Summer Reading Program will be available to students as well as a weekly program during the school year. Parents will be encouraged to attend the library weekly over the summer/during the school year and read with their children. Students at each center will participate in financial literacy activities appropriate for their grade level. Fun and engaging challenges such as "Be Your Own Entrepreneur", "Be Your Own Boss", "Building a Balanced Budget" etc. will take place, along with a Mock Stock Exchange. Partnership with the Local Trades Academy will provide courses to help prepare students for the workforce and community/service learning projects will also improve youth development. Family engagement activities occurring once a month during the school year and summer will help foster positive parental support and engagement.

### **Academic Achievement: ESSA 4204(b)(2)(1)(B), Goal 1 of Logic Model**

Provide a description of how the activities to be funded under Goal 1 of your logic model (including any Science, Technology, Engineering, and Math (STEM) activities) are expected to improve student academic achievement (in reading and math) as well as overall student success. Explain how these activities will align with the Montana's state and local academic standards and curricula.

(1911 of 2000 maximum characters used)

Students attending the program will be continuing to build their skills in science, technology, engineering, and mathematics (STEM) including computer science out of the normal class time. They will participate in weekly STEAM activities. Through the participation of these activities, students will gain knowledge and growth in STEAM. Weekly engaging math and reading activities will also aid students in further developing and mastering their math and reading concepts. Students in grades K-6 will utilize the Ascend Math Program in order to make continuous progress towards filling the gap in achievement of standards. The After School Program will work closely with the local library to help provide high quality academic enrichment activities to the students. A Summer Reading Program will be available to students as well as a weekly program during the school year. Parents will be encouraged to attend the library weekly over the summer and read to or with their children. During the summer week-long workshops focusing on STEM, math, ELA, will be created on a grade appropriate basis and will be offered up to four times. Engaging activities will come from curriculums provided by our best practices program vendors. For examples: LitART, MindWorks, Box Cars and One Eyed Jacks, and Y4Y. After school programs will consist of homework help, Accelerated Reading, IXL and activities to enhance math and science. Partnership with the local community center: Trades Academy will provide coursework in coding, digital careers and high-tech skills. Providing this opportunity will allow students to develop skills related to STEM technology. Regular communication with School Day teachers through the Google Classroom will allow teachers to communicate math or reading concepts a child may need extra help mastering, allowing program staff to focus on helping those students increase their overall growth.

### **Aligning with the School Day Academic and Data Sharing: ESSA 4201(1)(A)(i)(ii) & 4204(b)(2)(1)(D)(i), Goal 1 of Logic Model**

Describe how you will identify the students who are in academic need. Describe how you will collaborate with the schools in reinforcing and complementing the students' regular academic programs ensuring that you are aligned with the instructions the students received during the school day (do not forget to address working with students with disabilities). Describe how you will share data that are in compliance with applicable laws relating to privacy and confidentiality with schools, parents, and the OPI.

(1004 of 2000 maximum characters used)

Students will be identified utilizing the district and school-based benchmarking and progress monitoring data. Tools used to measure student progress include MAP (measures of academic progress), Aimsweb Math Assessments, Journeys Reading Assessments, SBAC, ACT, and STAR. For students on Individual Education Plans (IEPs), pertinent data and progress toward instructional goals will also be utilized. Only pertinent instructional data will be shared with program instructional teachers and school day teachers to discuss the priority for students attending After School Program. Parents will sign a statement giving permission for mutual exchange of information between the 21st Century Afterschool Program and the school regarding health and safety issues, food program status, immunization records and academic achievement. They will also allow the sharing of data with OPI through the secure ePass website. All staff will follow and adhere to the Family Educational Rights and Privacy Act (FERPA).

### **Integration into Continuous Improvement Plan (CIP) with LEA**

How is this grant supported by your LEA(s)? Describe joint planning that has occurred, and include CIP alignment information (or alignment with your organization's strategic plan) and your role in developing the CIP.

Please address within this section plans to support learning for disadvantaged students within the 21st CCLC program in alignment with strategies the school has identified through their school improvement planning process.

(1841 of 2000 maximum characters used)

In the CJI Continuous School Improvement Plan, we see a need to improve test scores in both Math and Language Arts. Our test scores have declined the past few years even though intervention processes are being implemented. We have Title I help during and after school. We have MBI, RTI, and Accelerated Reader programs in place as well. This past summer, we brought in several students for 8 weeks to work on skills in both math and language arts, focusing on those students who had not met standards or were supported in the Title I or resource room throughout the school year. The idea was to keep them from losing skills over the summer break. It is our intention to continue with this program. School Administrators, teachers and program staff will play a vital role in continued development and alignment of the CIP. In the Conrad School Continuous School Improvement Plan, there is a need to improve student achievement in both Math and English Language Arts. Test scores have stayed stagnant or gone down over the past several years. We utilize benchmark testing and progress monitoring to assess student progress and academic growth. Students identified under Title I services are recommended to attend the after-school program and summer accelerator programming to help close the achievement gap. School administration works with grant administration and school-day staff to ensure those who have been identified as needing extra support are encouraged to participate and even given scholarships to attend summer programming. Curriculum is researched with and approved by school administration for both afterschool and summer programming. The anticipated impact is an increase in student achievement levels across the board, with more students reaching grade-level proficiency, as measured by MAPS, and State required testing.

**Parental/Family and Career Technical Programs. ESSA 4201(1)(B) & 4205 (B)(14), Goal 1 & 3 of Logic Model**

Describe how your program proposes to meet the following state priorities: Student and family literacy, financial and environmental literacy, parenting skills, family engagement and career and technical programs.

(2000 of 2000 maximum characters used)

CJI school will also host a literacy night at the school with opportunities for reading activities and a parental question and answer session with staff on the importance of reading. Reading support ideas will be offered to the parents through websites, pamphlets, and apps to help support the growth of their child's literacy. Webinars will be sought out, advertised and open for viewings at the school for items including but not limited to: financial and environmental literacy, parenting skills, and career and technical programs. Parenting tips as they pertain to education will also be offered on the website, Facebook page, and in the Hawks Hi-Lights. The Conrad Program will work closely with the local library to help provide high quality academic enrichment activities to the students. A Summer Reading Program will be available to students as well as a weekly program during the school year. Parents will be encouraged to attend the library weekly over the summer and read to or with their children. Students at each school will participate in financial literacy activities appropriate for their grade level. Fun and engaging challenges such as "Be Your Own Entrepreneur", "Be Your Own Boss", "Building a Balanced Budget" etc. will take place, along with a Mock Stock Exchange. Programs will host or co-hosted several family events including Family Game Night, Family Movie Night, Back to School Open house, Theater Night, Muffins for Mom, and Donuts for Dads. We will offer parents the opportunity to participate in a Love and Logic parenting class, literacy and math games training to help their children practice skills, Technology lessons, and other resources for parenting. In preparing students for the world of work, coursework and applied skills will be offered through the local Trades Academy that will focus on community employment needs in the areas of but not limited to, welding, electrical, plumbing/hvac, and the culinary arts. This coursework will be available to parents.

**Program Activities: Health, Nutrition, Culture and the Arts. ESSA 4205 (a)(1)(4)(7), Goal 2 & 5 of Logic Model**

Describe how your program will incorporate: a) service learning, b) healthy lifestyles/ physical fitness /nutrition, c) health education, d) mental wellness, and e) culture and the arts, into your program activities. These include some of the activities that you will list under Goals 2 and 5 of your logic model.

(1930 of 2000 maximum characters used)

Activities to be included in our Health, Physical Fitness, and Nutrition category may include but are not limited to the following: Quick and Healthy Snacks Project, Cooking Healthy Lunches, Nutrition Education, Harvest of the Month, Various Sports Camps (either day long or week long), Swimming Lessons, Weekly Swim Time, Gymnastics. Daily Physical fitness activities will take place in all programs. Service Learning will be done in the summer program with students going to the Wheat Country Estates (an assisted living center) to help tend their gardens. Walking with the residents, playing cards or games, and reading to the seniors will also be part of our partnership with the Wheat Country Estates, Senior Center and Horizon Lodge. Programs will encourage community involvement by fostering partnerships with local organizations throughout the community in order to help support Conrad youth. Students will help organize and plan a Community Clean Up day. Students will also be regularly encouraged to suggest and plan ways to be involved in community service opportunities. Also, students in the After School Program will be doing activities such as school and town clean-up, raking leaves, washing windows, clearing snow, and The mentor group Project Pals will pair a High School student up with an Elementary school student to mentor and participate in activities together. Mental Wellness will be addressed by incorporating either LitART or Mind Works as our general curriculum which each have components for social and emotional learning. Staff will also work closely with the school Alta Care team and school day teachers on strategies to promote a healthy environment for the staff and student relationship. Culture and the Arts programs will consist of Art classes incorporated into the Summer School Program with a possible week long Art Camp for students. School year programs will have weekly art activities.

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**Partner Agency/Organization**

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[Click for Instructions](#)

**Partnerships**

Please note that any organizations listed must have a 21st CCLC Collaboration Signatures Form in place, and uploaded in the File Upload tab of this application.

Partner Name	Contact Person	Phone	Organization Type	Primary Contribution
Conrad Schools Trades Academy	Sharyl Allen	406 278 5521 Ext. [ ]	Community Based [ ]	Programming/Activity Related Services [ ]
Conrad Community Education Foundation	Mark Gage - Vice President	406 278 7525 Ext. [ ]	Non-Profit [ ]	Funding/Raise Funds [ ]
Pondera County Health Department	Nicki Sullivan	406 271 3247 Ext. [ ]	Health-Based Organization [ ]	Other [ ]
Conrad Public Swimming Pool	Becky Rammel	406 271 5717 Ext. [ ]	Park Recreation District [ ]	Programming/Activity Related Services [ ]
Golden Triangle Gymnastics Center	Becky Rammel	406 271 2066 Ext. [ ]	Community Based [ ]	Programming/Activity Related Services [ ]
Creative Addictions	Shannon Garmen	406 271 2730 Ext. [ ]	Community Based [ ]	Programming/Activity Related Services [ ]
Conrad Public Library	Caroline Donath	406 271 5751 Ext. [ ]	Library [ ]	Programming/Activity Related Services [ ]
Conrad High School FCCLA	Stacy Aaberg	406 278 3285 Ext. [ ]	Organization [ ]	Other [ ]
Conrad High School FFA	Joylynn Petrosky	406 278 3285 Ext. [ ]	Organization [ ]	Other [ ]
Conrad High School BPA	Amanda Lidstrom	406 278 3285 Ext. [ ]	Organization [ ]	Other [ ]
Conrad Schools Transportation Department	Jim Carroll	406 278 5521 Ext. [ ]	Public School [ ]	Paid Staffing [ ]
Conrad Schools Food Service	Laurie Hopper	406 278 5620 Ext. [ ]	Public School [ ]	Paid Staffing [ ]

Conrad Building Center	Heath Elings	406	278	3612	Ext.	Organization	Goods and Materials
4-H	Trish Taule	406	271	4054	Ext.	Organization	Programming/Activity Related Services
Conrad Senior Center/Horizon Lodge	Troy Shirley	406	271	3233	Ext.	Community Based	Programming/Activity Related Services
Liberty County Library	Teresa Fenger	406	759	5445	Ext.	Library	Programming/Activity Related Services
Sweet Grass Lodge	Shirley Peck	406	759	5400	Ext.	Community Based	Programming/Activity Related Services
Liberty County Transit	Glenda Hanson	406	759	5244	Ext.	Organization	Programming/Activity Related Services
Liberty County Senior Center	Glenda Hanson	406	759	5244	Ext.	Organization	Programming/Activity Related Services
Town of Chester	John Kleinsasser	406	759	5635	Ext.	Park Recreation District	Programming/Activity Related Services
Wheat Country Estates	Jenni Chelmo	406	759	5787	Ext.	Community Based	Programming/Activity Related Services
Orpheum Theater/Pondera Arts Council	Shelba Buffman	406	271	2711	Ext.	Non-Profit	Programming/Activity Related Services

**Identification of Partner Agency and Partnership Commitment/Involvement and Coordination Efforts. ESSA 4204(b)(2)(1)(C)**

Demonstrate how the proposed program will coordinate with federal, state, and local programs and make the most effective use of public resources.

(646 of 2000 maximum characters used)

Federal Level - US Dept. of Education - Title 1 , US Dept. of Agriculture - 4-H program, OPI Snack Program, Future Farmers of America (FFA), Business Professionals of America (BPA), Family Career and Community Leaders of America (FCCLA)State Level - Health Department, The Liberty County Transit, Harvest of the Month with Montana State UniversityLocal Level - City Pool, City Library, Golden Triangle Gymnastics, Creative Addictions, Conrad Building Center, Conrad Community Education Foundation, Orpheum Theater, 1st Liberty Federal Credit Union, Liberty County Senior Center, Wheat County Estates, Trades Academy, Senior Center/Horizon Lodge

Indicate the degree and nature of program involvement and responsibility of each of your partner agencies/organizations. It is realized that some locations may lack available partnerships and this situation should be validated here.

(1741 of 2000 maximum characters used)

Health Department for health and well being of the whole student, The Liberty County Transit provides transportation to community members every day of the week, except holidays. This is a state

funded program. We would be working with them to transport students to and from the Wheat Country Estates to assist with gardening and other needs of the residence such as reading or playing games with them. Harvest of the Month with Montana State University for nutritional programming, City Pool for program activities in swimming and lessons, City Library for program activities with literacy and science, Golden Triangle Gymnastics for programming activities for physical fitness, Creative Addictions for program activities for Arts and Crafts, Conrad Building Center for programming activities regarding construction, woodworking and design, Conrad Community Education Foundation (CCEF) for programming activities and fundraising support, Orpheum Theater for movies and theater programming activities, Future Farmers of America for Project Pals mentoring and program activities for Ag exploration, 1st Liberty Federal Credit Union for programming and financial literacy events/activities, Family Career and Community Leaders of America (FCCLA) for mentoring and family support, Business Professionals of America (BPA) for programming activities and volunteering for parental support with technology, Liberty County Library for summer programming activities, Sweet Grass Lodge for summer programming reading activities, Liberty County Senior center for providing nutritious meals for summer programming, Trades Academy for workforce skills activity programming, Senior Center/Horizon Lodge for program related activities and community service.

It is strongly recommended that you have an advisory council. List protocol for meetings with your Advisory Council to include the frequency of meetings.

(527 of 2000 maximum characters used)

Advisory meetings will be held quarterly or as much as deemed necessary. Program Director will create agenda and lead such meetings. Meetings will be limited to under 2 hours. The council will consist of Program Director, Center Coordinators, School administrators, Teachers, Business leaders, Family members, and youth. The primary focus of the Advisory team will be to offer guidance, advice, support and partnership with a shared mission for the expanded learning programs. Minutes from meetings will be recorded and kept.

Are there any private schools within the geographical boundaries for which you are proposing to serve? If yes, explain the process that you used to consult with those private schools about the grant opportunity and availability of services for those private school students. (As per U.S. Department of Education non-regulatory guidance). If no, enter "No private schools" in the text box.

(316 of 2000 maximum characters used)

The community of Conrad has 1 local private, faith-based school. The invitation to apply within the Consortium was extended to the school and declined. The student population the school currently serves is primarily preschool, with no elementary aged students enrolled. The community of CJI has no private schools.



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## Sustainability

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[Click for Instructions](#)

### **Sustainability Plan: Goal 6 of Logic Model**

A preliminary sustainability plan must be developed as part of the application to show how the Community Learning Center will continue after 21st CCLC funding ends. This sustainability plan must indicate how the program will identify and engage in collaborative partnerships that will contribute to developing a vision and plan for financial capacity to support, and eventually sustain, the program after the five-year grant funding ends. The plan must include a specific description of the investments (that each partner will make to the program. Grantees will be evaluated on the implementation of the sustainability plan in Years 4 and 5.

NOTE: The sustainability plan should be ever evolving and expanding throughout the life of the program. This plan should be continually updated, easily accessible, and available for inspection by the Montana OPI's 21st CCLC staff.

(962 of 4000 maximum characters used)

With the help of our Advisory Board and Partnerships, we plan to have a full sustainability plan in place by the end of the grant cycle. We will work throughout the grant period to gain funding and grants from other entities to continue the process. Our director will seek out and apply for other grants and local funding sources as part of their job requirements. We will seek assistance and advice from our partners and Advisory Board to maintain the programs to the best of our ability. Our goal is to become a fully supported program from our partnerships so we will be able to provide out of school time programming at no cost to our families. The Community Based Trades Academy in Years 4 and 5 will be self-sustaining and excess revenues will be used to support out-of-school time programming. Local partners will join in seeking alternate funding sources. Alumni drives of the school systems will be employed as a source of out-of-school time funding.

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## File Uploads

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[Click for Instructions](#)

### Upload supporting program documentation.

- \* Files must be uploaded one at a time. Browse to where the file is saved on your computer. When a file displays in the text box, click the "Upload" button. Repeat for each file being uploaded.
- \* To delete files, click the check box next to the unwanted file(s) then click the 'Delete Selected Files' button.
- \* Valid document formats for uploading are Microsoft .doc and .docx formats and .pdf files.
- \* Maximum file size is 3MB.

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### Program Logic Model

[Click to open State Logic Model](#)

Complete the "Local Program Activity" column of the State Logic Model.

This illustrates how your local activities are aligned with the state goals and objectives for 21st Century Community Learning Centers.

no file selected

Uploaded Program Logic Model Files:

[2018\\_21stCenturyLogicModel-20180412054529-690781532914495.docx](#)

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### Superintendent and Principal Support Certification Form (recommended)

[Click to open Superintendent/Principal Support Certification Form](#)

no file selected

Uploaded Superintendent and Principal Support Certification Files:

[Support Certification Form-20180413025440-690781532914495.pdf](#)

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### Partner Agency Memorandum of Understanding (If applying as a consortium)

Created and supplied by applicant

no file selected

Uploaded MOU Files:

[21CCLCMOU-20180413025723-690781532914495.pdf](#)

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### 21st CCLC Collaboration Signatures Form

[Click to open 21st CCLC Collaboration Signatures Form](#)

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Uploaded Collaborative Signatures Files:

Collaboration Signatures-20180413025723-690781532914495.pdf

**Budget Detail** BUDGET BREAKDOWN (Use whole dollars only. Omit Decimal Places, e.g., \$2536)

[Click for Instructions](#)

**This application has been approved. You must create an amendment in order to make updates.** Itemize and explain each expenditure amount that appears on the Budget Summary. Click on the "Create Additional Entries" button to enter additional information.

Description of Purpose Categories and Object Codes

Note: This Budget Summary displays to aid in creating and editing the Request and will not display once the Request is submitted to the SEA.

Paid to Date Amounts	100	200	300	400	500	600	800	Indirect Cost
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Current Budgeted Amounts by Object Code</b>	\$134,100	\$26,820	\$12,000	\$0	\$23,700	\$41,092	\$2,400	\$0

***When budgeting for salaries please budget approximately 20% of salaries for benefits.***

Object Code	Purpose Category	Expenditure Description and Itemization	TitleIVB Funds	Delete Row
100	10	Salary Teaching staff/Center Coordinators - CJI School (33,000) Conrad School (51,300) Trades Academy (21,800)	106100	<input type="checkbox"/>
100	20	Salary Support staff - CJI School (8,000) Conrad School (20,000)	28000	<input type="checkbox"/>
200	10	Benefits for Teaching staff - CJI School (6,600) Conrad Schools (10,260) Trades Academy (4,360)	21220	<input type="checkbox"/>
200	20	Benefits for Support staff - CJI School (1,600) Conrad School (4,000)	5600	<input type="checkbox"/>
300	21	Professional Services for Family Support Activities -	4000	<input type="checkbox"/>
300	23	Evaluation - state evaluation CJI School (3,000) Conrad Schools (3,750) Trades Academy (1,250)	8000	<input type="checkbox"/>
500	22	Grant Director/Center Coordinators (4) and at least 1 support staff members attend Regional meetings, State and National Conference, and 2 other professional development events. CJI School (3,600) Conrad Schools (9,100)	12700	<input type="checkbox"/>
500	27	Daily Transportation and Field Trips - CJI School (1,000) Conrad Schools (10,000)	11000	<input type="checkbox"/>
600	10	Program Supplies including Curriculum and Technology - CJI School (13,677) Conrad School (13,644) Trades Academy (5,771)	33092	<input type="checkbox"/>
600	21	Family Engagement/Parent Events and Activities - CJI School (2,000) Conrad Schools (3,000)	5000	<input type="checkbox"/>
600	33	Community Activities - CJI (1,000) Conrad Schools (2,000)	3000	<input type="checkbox"/>
800	33	Conrad Schools (2,400)	2400	<input type="checkbox"/>

Determining Maximum Indirect Cost allowed

(A) Total Allocation Available for Budgeting

240,112

(F) Total budgeted above

\$240,112

(B) Budgeted Property and Equipment Cost (Object 700)

0

(C) Allowable Direct Costs (A-B)

\$240,112

(D) Indirect Cost Rate %

0

(E) Maximum Indirect Cost ( $C \cdot (D/1+D)$ )

0

Calculate Totals

(G) Budgeted Indirect Cost

0

(H) Total Budget (F+G)

\$240,112

Allocation Remaining (A-H)

0

## Budget Break-Down

[Click for Instructions](#)

Please check the box and complete the requested information in detail for each series your district budgeted on the Budget Detail Page.

- 100-200 - Salaries and Benefits.

List personnel and their function (instruction, administration, etc.) in supporting the project. For each individual listed, provide the projected number of hours or days and the rate at which he/she will be paid.

1200 of 4,000 maximum characters used

Certified staff, those staff working on a teaching degree, and community members with degrees in the field they are working with students on will receive a wage per their local district's negotiated agreements. It is anticipated that \$15.00 per hour for a certified teacher may be appropriate. Paraprofessionals and Community members may be \$12 per hour, again determined by their local school districts and Qualified High School Students \$9 per hour. Total wages budgeted are subject to change, depending on student enrollment. CJI School Program will operate a total of 440 hours during the school year and 240 hours during summer. Conrad School Program operating at 3 centers will run a total of 408 hours during the school year and 280 hours during the summer. Grant Director at Conrad at \$20,000/year and Program Coordinator at CJI at \$5000/year. Time and effort logs will be required to be kept for all positions. Benefits at CJI School were figured at 20% of the total salaried amount to cover PERS, TERS, Workers Comp, and other payroll liabilities. Benefits at Conrad School were figured at 20% of the total salaried amount to cover PERS, TERS, Workers Comp, and other payroll liabilities.

- 300 - Purchased Professional and Technical Services.

List services purchased and their function in supporting the project. Include the rate and projected number of hours/days for each service.

368 of 4,000 maximum characters used

8,000 will be used for evaluation purposes, including Parent Surveys, Teacher Surveys, and Student Surveys as well as used for evaluations of staff and programs success. State evaluation will be contracted with JEM & R LLC. 4,000 will be used to contract professional services for Parental/Family Events listed in grant logic model and other activities to be planned.

- 400 - Purchased Property Services.

- 500 - Other Purchased Services.

List student travel, employee travel, professional development registration, communication and printing.

921 of 4,000 maximum characters used

Professional Development will be the 2 Regional meetings, State Conference and National Conference, Y4Y trainings and at least one day of training on the materials to be used in the program. We will also offer each instructor up to 2 other professional development opportunities of their choice. The director and up to 3 staff members will attend a state and national afterschool conference and the director and center coordinators will attend the 2 regional meetings. There will be curriculum training for all 21st CCLC staff. Professional Development webinars will be assigned as the Director deems necessary. Student travel will consist of field trips that complement the learning during summer programs at CJI and Conrad. We will be visiting museums, interpretive centers, science centers, national parks, and monuments. Daily in-town transportation home will be provided to Conrad students enrolled in the programs.

- 600 - Supplies.

List supplies and materials integral to the project and professional development. Generally consumable items and/or with a cost of less than \$5,000.

(3988 of 4000 maximum characters used)

Funds will be used for Student and family literacy components in a partnership with the local Libraries. The two entities will host a combined summer reading program that encourages parents to bring their children to the library and spend a set amount of time either reading to their children or being read to by their children. Schools will also host a literacy night at the school with opportunities for reading activities and a parental question and answer session with staff on the importance of reading. Reading support ideas will be offered to the parents through websites, pamphlets, and apps to help support the growth of their child's literacy. Materials including books for the students will be purchased to complete this program. A Math Night will also be scheduled at the school with opportunities for math activities and a parental question and answer session with staff on the importance of math. Math support ideas will be offered to the parents through websites, pamphlets, and apps to help support the growth of their child's math. Materials will be purchased to complete this program. Webinars will be sought out, advertised and open for viewings at the school for items including but not limited to: financial and environmental literacy, parenting skills, and career and technical programs. Parenting tips as they pertain to education will also be offered on the website, Facebook page, and in the local newspapers. Any costs for these services will be paid for by the 21st CCLC. Family engagement

opportunities will be offered four times per year. This will consist of a Back to School Night, Literacy Night, STEM Night, and an Arts, Ag, and Culinary Night. Parent-Teacher conferences are conducted twice per year with emphasis given to student achievement and the potential opportunities to support growth and enrichment. Any supplies and materials needed for these events will be paid for from these funds. Curriculum will consist of LitART modules in both math and ELA. The cost of 4 modules plus and the materials to complete the curriculum will be \$5,000-8,000. This will be materials to last for the summer program and throughout the school year for our after school program. We will also be using Lyrics2Learn, Accelerated Reader, and IXL. Mindworks curriculum costs of \$4,000 will be for summer programming. We are offering at least 10 camps/workshops that will require supplies in the amount of \$250 or more each for a total of \$2,500. Supplies need to be purchased for arts and crafts, STEM projects, math projects, book clubs, a school garden, and other program components. Technology will be an important part of all of the school year & summer programs so we will purchase iPads for our younger students to use for Accelerated Reader, IXL, and researching information for our STEM and history projects. This would allow us to have at least a 2 to 1 ratio for our before and after-school programs. Chromebooks will be purchased for our junior high and high school out of school time programs. We will be implementing after-school groups for our junior high and high school students. These could be robotics, STEM, FCS or Ag groups, book clubs, construction groups, speech and drama, and many others. These programs would lend themselves to requiring many various supplies with some, like robotic kits, being very costly. Supplies for the Trades Academy will ensure resources for certification in Welding, Coding, Digital Tech Career Choices and other trade skills. Our communities will provide many opportunities to teach our students the importance of helping in our community. Our younger students will work with the residents of the Wheat Country Estates in CJI and Horizon Lodge in Conrad. CJI will also be working on a school garden to produce vegetables. We will be asking our older students to be involved in community beautification projects such as painting, cleaning up areas around town, building items like benches, picnic tables and more.

800 - Other Objects.

Provide detail regarding dues and fees.

(277 of 4000 maximum characters used)

Students will participate in Physical fitness activities and Gymnastics at the local Gymnastics business. Theater rental fees will occur for the use of the theater for events such as Family movie nights, plays and musical shows put on by after school program students and more.

900 - Transfers

**Budget** (Read Only)

[Click for Instructions](#)

Code	Purpose Category	100 Personal Service- Salaries	200 Employee Benefits	300 Purchased Professional and Technical	400 Purchased Property Services	500 Other Purchased Services	600 Supplies	800 Other Objects	TOTAL
10	Instruction	106,100	21,220				33,092		160,412 66.81 %
20	Support Services	28,000	5,600						33,600 13.99 %
21	Parental/Family Involvement			4,000			5,000		9,000 3.75 %
22	Professional Development					12,700			12,700 5.29 %
23	Administration			8,000					8,000 3.33 %
27	Pupil Transportation					11,000			11,000 4.58 %
33	School and Community Support						3,000	2,400	5,400 2.25 %
40	Facilities								
Total Direct Costs		134,100 55.85 %	26,820 11.17 %	12,000 5.00 %		23,700 9.87 %	41,092 17.11 %	2,400 1.00 %	240,112 100.00 %
Approved Indirect Cost X 0%									
Total Budget									240,112



## Priority Points

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### Priority Points are Assigned According to Required Priorities in the ESSA Law

- \* The OPI shall give 10 priority points "to applications proposing to target services to (II) enroll students who may be at risk for academic failure, dropping out of school, involvement in criminal or delinquent activities, or who lack strong positive role models; and "(ii) the families of students described in clause (i);" 4204(i)(I)(A)(i)(II).

Address this topic in the text box below, and third party readers will determine the applicant's eligibility to receive the priority points. (925 of 4000 maximum characters used)

Our communities within the consortium are rural isolated communities. In 2016, the median household income of Pondera County residents was \$42,193 and Liberty County residents was \$46,597, both being below the poverty level in Montana. Our working families are left with no where for their school aged child to go after school or during the summer, but home alone. Many of these students coming into our community are in need of many services in our school and would take advantage of those services. Our test scores on the Smarter Balanced, Accelerated Reading/Math STAR test, fluency checks, ACT, and classroom assessments help us determine students in need of academic services. A key component of the Community Trades Academy is to enroll students and families in career programs that can elevate them from their disadvantaged life circumstances through career completion certifications that lead directly to employment.

- \* The OPI shall give 10 priority points to applications submitted jointly by eligible entities consisting of not less than 1--(i) local educational agency receiving funds under part A of title I; and (ii) another eligible entity; (ESSA 4204(i)(1)(B)). The readers will determine if an applicant qualifies for these priority points based on a completed and signed MOU between your organizations.
- \* The OPI shall give 10 priority points to applications submitted that (i) are, as of the date of the submission of the application, not accessible to students who would be served; or (ii) would expand accessibility to high-quality services that may be available in the community.

Indicate in the text box below if you are including a new population in this application. If yes, list the new populations to be served. (701 of 4000 maximum characters used)

Last summer CJJ summer program was limited to students who were in Title I and Special Education. Our summer program would be open to all students and possibly extended to our incoming kindergarten students. We would be able to offer extended times and more days per week. This extension to the whole student body would be meeting the needs of students who are not on the Title I or Special Ed roles, but may still have some need for enhanced services. Also our incoming kindergarten students would be able to maintain the skills they gained from preschool, and for those who did not attend preschool, it could offer help with the skills needed to be successful when starting their educational career.

## **Bonus Points (Read Only)**

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### **Bonus Points are Awarded Based on OPI Goals**

- \* Two bonus points will be given to a program which runs:
  - \* A minimum of 10 hours per week; 28 weeks per year for the school year. (September 1-May 31)  
THESE POINTS WILL BE DETERMINED BASED ON THE CENTER INFORMATION SECTION OF THE APPLICATION.
  
- \* Five bonus points will be given to a program which runs:
  - \* A minimum of 6 weeks per year during the summer term (June 1 August 31)
  - \* If multiple centers (within a consortium, or within a school district with more than one center) are offering summer programming at a single location, that is easily accessible to all the students from each school year center, that summer center will qualify)  
THESE POINTS WILL BE DETERMINED BASED ON THE CENTER INFORMATION SECTION OF THE APPLICATION.
  
- \* Five bonus points will be given to applications that were previously funded who met all data and evaluation reporting timelines.  
THESE POINTS WILL BE DETERMINED FROM OPI RECORDS ON THE 2017-2018 PROGRAM YEARS REPORTING SUBMISSIONS.

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## Common Assurances for Federal Programs

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[Click for Instructions](#)

### Assurances

Each legal entity, district, cooperative or agency that participates in one or more of the programs listed below MUST complete and return this form to the Office of Public Instruction (OPI) prior to the award of funds for any U.S. Department of Education administered program.

**Submission of this form is not an application for funds and does not obligate the applicant or OPI for the programs. The following pages consolidate common assurances required by federal law that apply to ALL federal programs. Additional specific program assurances may be included in the application or program plan for that individual program. All references to specific OMB Circulars are now found in the Uniform Grants Guidance 2 CFR, Part 200.**

### Common Assurances

#### General

1. That each program will be administered in accordance with all applicable statutes, regulations, program plans, and applications. 20 USCA 7846 (a)(1)
2. That the applicant will adopt and use proper methods of administering each such program, including the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; and the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation. 20 USCA 7846 (a)(3)
3. No policy of the district prevents, or otherwise denies participation in, constitutionally protected prayer in public elementary and secondary schools per guidance of the Secretary of the U.S. Department of Education. 20 USCA 7904
4. No school or district that has a designated open forum or a limited public forum denies equal access or a fair opportunity to meet with, or discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth group listed in title 36 of the United States Code, that wishes to conduct a meeting within that designated open forum or limited public forum including denying such access or opportunity or discriminating for reasons based on the membership or leadership criteria or oath of allegiance to God and country of the Boy Scouts of America or of the youth group listed in title 36 of the United States Code. 20 USCA 7905
5. None of the funds under ESEA will be used for schools to develop or distribute, or operate programs or courses of instruction directed at youth that promotes or encourages sexual activity, distribute or aid in the distribution of obscene materials to minors on school grounds, provide sex education or HIV-prevention education unless that instruction is age appropriate and includes the health benefit of abstinence or to operate a program of contraceptive distribution in schools. 20 USCA 7906
6. Notwithstanding section 444(a)(5)(B) of the General Education Provisions Act and except that a student or parent of a student may request that the information not be released without written parental consent, each school receiving assistance under ESEA shall provide, on a request made by military recruiters or an institution of higher education, access to secondary student names, addresses, and telephone listings. Each school shall provide military recruiters the same access to secondary students as is provided generally to postsecondary educational institutions or to prospective employers of those students. Each district shall notify parents of the option to not release student information without prior written parental consent and shall comply with any request to do so. 20 USCA 7908
7. Any student determined to be attending a "persistently dangerous school" as defined by the Office of Public Instruction or who becomes a victim of a violent criminal offense, as determined by state law, while in or on the grounds of a public elementary or secondary school that the student attends, will be allowed to attend a safe public elementary or secondary school within the local school district. 20 USCA 7912
8. That no person shall permit smoking within any indoor facility (or portion of such facility) owned or leased or contracted for, and utilized by such person for the provision of routine or regular kindergarten, elementary or secondary education, library services, routine health care, day care, or early childhood development services. 20 USCA 7183

#### Funding, Fiscal Controls, Record Keeping, and Reports

9. That the control of funds provided under each such program and title to property acquired with program funds will be in a public agency or in a nonprofit private agency institution, organization, or Indian tribe, if the law authorizing the program provides for assistance to such entities; and the public agency, nonprofit private agency, institution or organization, or Indian tribe will administer such funds and property to the extent required by authorizing statutes. 20 USCA 7846 (a)(2)(A)(B)
10. That the applicant will cooperate in carrying out any evaluation of each such program conducted by or for the state superintendent of public instruction and the secretary or other federal officials. 20 USCA 7846 (a)(4)
  - \* That expenditures of \$500,000 or more in a year in federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133 (OMB Circular A-133).

- \* That federal awards are expended only for allowable activities and that the costs of goods and services charged to federal awards are allowable and in accordance with the applicable cost principles (20 USCA 3474; OMB Circular A-102).
  - \* That the draw down of federal cash is only for immediate needs (20 USCA 3474; OMB Circular A-102).
  - \* That proper records are maintained for equipment acquired with federal awards, equipment is adequately safeguarded and maintained, disposition or encumbrance of any equipment or real property is in accordance with federal requirements, and the federal awarding agency is appropriately compensated for its share of any property sold or converted to non-federal use (20 USCA 3474; OMB Circular A-102).
  - \* That matching, level of effort, or earmarking requirements are met using only allowable funds or costs which are properly calculated and valued (20 USCA 3474; OMB Circular A-102).
  - \* That federal funds are used only during the authorized period of availability (20 USCA 3474; OMB Circular A-102; 20 USCA 782)
  - \* That procurement of goods and services are made in compliance with the provisions of the A-102 Common Rule or OMB Circular A-110, as applicable, and that no subaward, contract, or agreements for purchases of goods or services is made with any debarred or suspended party (20 USCA 3474; OMB Circular A-102).
  - \* That program income is correctly earned, recorded, and used in accordance with the program requirements (20 USCA 3474; OMB Circular A-102).
  - \* That reports of federal awards submitted to the pass-through entity include all activity of the reporting period, are supported by underlying accounting or performance records, and are fairly presented in accordance with program requirements (20 USCA 3474; OMB Circular A-102).
  - \* That required audits are obtained and appropriate corrective action is taken on audit findings (20 USCA 3474; OMB Circulars A-102, A-133).
11. That the applicant will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, federal funds paid to such applicant under each such program 20 USCA 7846(a)(5) in accordance with state school accounting and reporting policies as applicable (School Accounting Manual).
  12. That the local education agency will make reports to the state superintendent of public instruction and to the secretary as may reasonably be necessary to enable the state education agency and the secretary to perform their duties and that the local education agency will maintain such records for three years and the current year or as required in school districts in the School District Records Schedule (Schedule No. 7) published by the Montana Department of Administration and provide access to those records, as the superintendent or secretary deem necessary to perform their duties 20 USCA 7846 (a)(6).
  13. That in the case of any project involving construction, the project is not inconsistent with overall state plans for the construction of school facilities, and in developing plans for construction due consideration will be given to excellence of architecture and design and to compliance with Appendix A of Part 36 of Title 28, Code of Federal Regulations (Americans With Disabilities Accessibility Guidelines for Buildings and Facilities) or Appendix A of Part 101-19.6 of Title 41, Code of Federal Regulations (Uniform Federal Accessibility Standards).
  14. That none of the funds expended under any applicable program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such organization [see Title XX of GEPA, 20 USCA Section 2342(c) (11)].
  15. Laborers and mechanics employed by contractors or subcontractors to work on construction projects financed using federal assistance must be paid wages not less than those established for the local project area by the Secretary of Labor. [Davis Bacon Act, 40 USCA 3141, et seq.]

#### **Participation**

16. That before each application is submitted, the applicant will afford a reasonable opportunity for public comment on the application and has considered such comment 20 USCA 7846 (a)(7).
17. That the applicant is in compliance with the federal regulations 34 CFR 75.650, 20 USCA 7881 (a)(1) governing private school participation which require that public school subgrantees provide students enrolled in private schools with a genuine opportunity for equitable participation should private schools in the subgrantee's district wish to participate in federal programs. That the applicant who is in receipt of ESEA funding is in compliance with nonpublic school requirements including timely and meaningful consultation with appropriate nonpublic school officials (Title IX, Part E, ESEA).

#### **Nondiscrimination**

18. That the applicant assures that it will comply with Title VI of the Civil Rights Act of 1964, as amended, 42 USCA Section 2000d et seq., which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance; and Section 504 of the Rehabilitation Act of 1973, as amended, 29 USCA Section 794, which prohibits discrimination on the basis of handicap in programs receiving federal financial assistance; and Title IX of Education Amendments of 1972, as amended, 20 USCA Section 1681 et seq., which prohibits discrimination on the basis of sex in education programs receiving federal financial assistance; and the Age Discrimination Act of 1975, as amended, 42 USCA Section 6101 et seq., which prohibits discrimination on the basis of age in programs receiving federal financial assistance; and all regulations, guidelines, and standards lawfully adopted under the above statutes by the U.S. Department of Education.

#### **Gun-Free Schools**

19. That the applicant is in compliance with the Gun-Free Schools Act requirements of Section 20-5-202, MCA.

#### **Debarment and Suspension**

20. That the applicant certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation by any federal department or agency, and agrees that it will not knowingly enter into any subcontract or subgrant with a person or agency who is debarred, suspended, declared ineligible or voluntarily excluded from

participation by any federal department or agency. If the applicant is unable to provide this certification, an explanation must be attached (see statutory detail in 34 CFR Section 85.105 and 85.110).

**Lobbying and Political Activity**

21. That the applicant certifies that federal funds will not be used for partisan political purposes of any kind by any person or organization involved in the administration of federally assisted programs. [Hatch Act (5 USCA 1501- 508) and Intergovernmental Personnel Act of 1970, as amended by Title VI of Civil Services Reform Act (Pub. L. No. 95-454, Section 4728)]:
- a. federal funds received for programs covered by this common assurance form will not be used to influence or attempt to influence an officer or employee of any agency, a Member, officer, or employee of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding of any federal contract; making any federal grant or loan; entering into any cooperative agreement; and extending, continuing, renewing, amending, or modifying any federal contract, grant, loan, or cooperative agreement.
  - b. if funds other than federally appropriated funds have been or will be paid to any person for influencing or attempting to influence any of the parties named above, Standard Form LLL, "Disclosure Form to Report Lobbying" will be completed and submitted in accordance with its instructions and returned to OPI.
  - c. the language of this section will be included in any subcontracts entered into for funds received under programs covered by this common assurance form, and ensure that all subcontractors certify and disclose accordingly (see statutory detail 34 CFR Section 82).
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Common Assurances agreed to on: 4/13/2018

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## Title IV Part B Assurances

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[Click for Instructions](#)

By checking this box and saving the page, the applicant hereby certifies that he or she has read, understood and will comply with the assurances listed below.

1. That the program will take place in a safe and easily accessible facility Section 4204(b)(2)(A)(i)
2. That the program was developed and will be carried out --
  - (i) in active collaboration with the schools that participating students attend (including through the sharing of relevant data among the schools), all participants of the eligible entity, and any partnership entities described in subparagraph (H), in compliance with applicable laws relating to privacy and confidentiality; and
  - (ii) in alignment with the challenging State academic standards and any local academic standards; 4204(b)(2)(D)(i-ii)
3. That the program will target students who primarily attend schools eligible for school wide programs under section 1114 and the families of such students; Section 4204(b)(2)(F)
4. That the funds appropriated to carry out this part will be used to supplement, and not supplant, other Federal, State, and local public funds expended to provide programs and activities authorized under this part and other similar programs; 4204(b)(2)(G)
5. That the program or activities shall measure student success that is aligned with the regular academic program of the school and the academic needs of participating students and include performance indicators and measures described in section 4203(a)(14)(A)
6. That the community will be given notice of an intent to submit an application and that the application and any waiver request will be available for public review after submission of the application; 4204(b)(2)(L)
7. That the program will comply with all OPI data collection and reporting requirements including submitting all data reports before or by 11:59 PM on the due date
8. That the program will require all data collection and reporting staff to follow the Family Education and Rights Privacy Act (FERPA).
9. That the program will participate in two required regional meetings per year and one state conference
10. That the program will enroll in and complete the online Y4Y Summer Learning Course by September 30th. Failure to complete this course will result in the OPI restricting access to funds until documentation of course completion is provided.

*All Sections referenced above come from the Every Student Succeeds Act (ESSA), Title IV Part B, 21st Century Community Learning Centers.*

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**Final Assurances**

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[Click for Instructions](#)

The authorized representative of the applicant certifies that he or she has read, understood and will comply with all of the provisions of the following assurances.

NOTE: These checkboxes will be automatically filled in as each of the separate certifications/assurances are read and completed.

- Common Assurances
- Title IV Part B Assurances

The assurances were fully agreed to on this date:

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**Amendment Description**

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[Click for Instructions](#)

In the box provided, indicate the specific sections/pages that were changed within the application and provide details about what fields were modified. (49 of 500 maximum characters used)

Amendment to Budget Pages to reflect Grant Award.



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**Submit**

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[Click for Instructions](#)

[Consistency Check](#)

[Lock Application](#)

[Unlock Application](#)

Assurances

4/13/2018

Consistency Check was run on:

9/10/2018

LEA Data Entry submitted the application for review on:

9/10/2018

LEA Auth Rep submitted the application to OPI on:

9/11/2018

Grant Admin - Application Apprv completed on:

9/24/2018

Accountant Allocation Review completed on:

10/1/2018

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**Application History** (Read Only)

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<b>Status Change</b>	<b>UserId</b>	<b>Action Date</b>
Final Application Review	Whitney Williams (Whitney.Williams)	10-01-2018 11:52 AM
Grant Admin Approve	Mary Ellen Earnhardt (CP8159)	09-24-2018 10:37 AM
Submitted to SEA	Sharyl Allen (602859700074272)	09-11-2018 1:51 PM
Submitted for Local Review	Keri VanDyke (690781532914495)	09-10-2018 4:30 PM
Consistency Check	Keri VanDyke (690781532914495)	09-10-2018 4:26 PM