

**End-of-Year Reporting Survey for Colorado 21st CCLC Subgrantees **

Nita M. Lowey 21st Century Community Learning Centers Grant Program

[www.cde.state.co.us/21stcclc](http://www.cde.state.co.us/21stcclc)

Submission Process

The End-of-Year Reporting Survey for the 21st Century Community Learning Centers (21st CCLC) grant program will take place online in Qualtrics. A link andlogin information for the survey will be sent to program directors when the system is open. The purpose of this document is to help you fill out the survey online. The results of the survey will help inform management of the 21st CCLC grant program and highlight program successes.

**Special notes:**

* The reporting period is July 1 through June 30 each program year. Please report only on activities provided during this time period. The survey is due July 15 every year.
* Each Qualtrics survey is customized and pre-populates contact information and other information specific to each subgrantee. Please verify that the information pre-populated for your grant is correct and specific to your program/centers. Please contact Bonnie Brett (Brett\_B@cde.state.co.us) with any concerns.
* Information reported to CDE in relation to grant activities is not confidential and is subject to public request. Subgrantees should ensure reported information does not contain Personally Identifiable Information (PII) or confidential information.
* Additional questions on the End-of-Year Reporting Survey can be directed to your 21st CCLC Lead Consultant at CDE: Cody Buchanan (Buchanan\_C@cde.state.co.us) or Jacqueline Chavez (Chavez\_J@cde.state.co.us).

21st CCLC SUBGrantee Information

**Please note if there are any changes to the information below:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Subgrantee Name:** | *(PRE-POPULATED)* | **Cohort:** | *(PRE-POPULATED)* | **Program Name:** | *(PRE-POPULATED)* |
| **Name of Center(s):** | *(PRE-POPULATED)* |
| **Program Contact:** | *(PRE-POPULATED)* |
| **Telephone:** | *(PRE-POPULATED)* | **E-mail:** | *(PRE-POPULATED)* |
| **Fiscal Contact:** | *(PRE-POPULATED)* |
| **Telephone:** | *(PRE-POPULATED)* | **E-mail:** | *(PRE-POPULATED)* |

21st CCLC Successes & CHALLENGES

**Q1. Please share success stories from your grant program.**

The success should be related to the services directly provided through your 21st CCLC grant. These success stories will be shared externally on the 21st CCLC webpages and in other program materials. Do not use the student’s or family’s real name or identifiable information.

* 1. Provide one paragraph about a student who experienced success in academics or enrichment programming.
	2. Provide one paragraph about a parent/family who experienced success through meaningful family education and engagement activities.
	3. Provide one paragraph about a meaningful external collaboration or community partnership related to your 21st CCLC program leading to successful outcomes for 21st CCLC students and their families.

**Q2. Program implementation challenges and subsequent impact:** Describe any challenges at the school, center, district, or organizational level that you have encountered this year, and strategies that you have used or plan to use to overcome them.

PARTICIPATION TARGETS

**Q3. Unduplicated Student Participation:** Students attending 21st CCLC programming at least once during the reporting period.

1. Your participation target for Unduplicated Students: *[PRE-POPULATED]*
2. The actual number of Unduplicated Students served in your program this year:
3. Percentage of goal achieved: *[calculated by Qualtrics]*
4. Please provide an explanation for your progress meeting this student participation target.

**Q4. Regular Student Attendee Participation:** Students attending 21st CCLC programming for at least 75 hours during the reporting period.

1. Your participation target for Regular Students: *[PRE-POPULATED]*
2. The actual number of Regular Students served in your program this year:
3. Percentage of goal achieved: *[calculated by Qualtrics]*
4. Please provide an explanation for your progress meeting this student participation target.

**Q5.** **Student Average Daily Attendance:** Number of students attending a 21st CCLC program on average on a daily basis during the academic year.

1. Your participation target for Average Daily Attendance: *[PRE-POPULATED]*
2. The actual Average Daily Attendance in your program this school year:
3. Percentage of goal achieved: *[calculated by Qualtrics]*
4. Please provide an explanation for your progress meeting this student participation target.

**Q6.** **Family Member Participation:** Family members attending 21st CCLC programming at least once during the reporting period.

1. Your participation target for Unduplicated Family Members: *[PRE-POPULATED]*
2. The actual number of Unduplicated Family Members served in your program this year:
3. Percentage of goal achieved: *[calculated by Qualtrics]*
4. Please provide an explanation for your progress meeting this family participation target.
5. If the actual number you reported above is different than what is in EZReports, please explain why.

**Q7. How Families Were Served:** Please describe the major activities you used to engage with families this year. Please also discuss any successes or challenges you encountered in engaging families, and strategies that you have used or plan to use to overcome the reported challenges.

State Performance Measures

For each of the Performance Measures ratings, check the response that best describes progress at the end of the rating period (June 30). Please use the following guidance for rating your PMs:

* Exceeded: 5% or more beyond goal
* Met: Within 5% of goal
* Making progress: From 50% of goal to 5% below goal
* Not Making Progress: Less than halfway to goal

**Q8. Core Academic Performance Measure**

1. Below is the current, approved **Core** **Academic** Performance Measure submitted by the 21st CCLC Subgrantee. Report progress on the Core Academic PM:*[PRE-POPULATED]*

[ ]  Exceeded performance measure

[ ]  Met performance measure

[ ]  Making progress

[ ]  Not making progress

[ ]  Data not available

1. **Required Data Validation**
	1. Justify your rating for this performance measure:
	2. What data did you examine to determine your rating?
	3. Number of students who needed improvement in this area or the number of students assessed for this performance measure at baseline:
	4. Number of students who significantly improved or met specifically set criteria as measured by your selected indicator:

**Q9. Essential Skills Performance Measure**

1. Below is the current, approved **Essential Skills** Performance Measure submitted by the 21st CCLC Subgrantee. Report progress on the Essential Skills PM:*[PRE-POPULATED]*

[ ]  Exceeded performance measure

[ ]  Met performance measure

[ ]  Making progress

[ ]  Not making progress

[ ]  Data Not Available

1. **Required Data Validation**
	1. Justify your rating for this performance measure:
	2. What data did you examine to determine your rating?
	3. Number of students who needed improvement in this area or the number of students assessed for this performance measure at baseline:
	4. Number of students who significantly improved or met specifically set criteria as measured by your selected indicator:

**Q10. Family Engagement Performance Measure**

1. Below is the current, approved **Family Engagement** Performance Measure submitted by the 21st CCLC Subgrantee. Report progress on the Family Engagement PM:*[PRE-POPULATED]*

[ ]  Exceeded performance measure

[ ]  Met performance measure

[ ]  Making progress

[ ]  Not making progress

[ ]  Data Not Available

1. **Required Data Validation**
	1. Justify your rating for this performance measure:
	2. What data did you examine to determine your rating?
	3. Number of family members assessed for this performance measure at baseline:
	4. Number of family members who met specifically set criteria as measured by your selected indicator:

DATA COLLECTION AND REPORTING

**Q11.** **Teacher surveys:** The compliance expectation is 100% distribution and return rates for teacher surveys for students in grades 1-12 who attended at least 75 hours of programming during the school year.

1. What percentage of student participants have a completed teacher survey?
2. If the 100% expectation was not met, please explain why and provide a brief plan for meeting the compliance expectation next year.
3. Provide a high-level analysis of your teacher survey data.

All subgrantees are required to submit federal reporting data and run data checks in EZReports on an annual basis. Subgrantees will find information for the questions below under Reports > 21APR Report > ASP and Outcomes > Data Check. Data issues can be accessed by clicking the symbol with the exclamation point on the Data Check page. All data issues must be reviewed and/or resolved by the subgrantee.

**Q12. Federal 21APR Data Reporting Requirements – Activities**

* 1. What data warnings are identified by EZReports?
	2. Are there any *unresolvable* data issues? YES/NO
	3. If data is missing and the problem is unresolvable, please provide the reason why data is missing and your plan to address this issue in the next program year.

**Q13. Federal 21APR Data Reporting Requirements – Staffing**

* 1. What data warnings are identified by EZReports?
1. Are there any *unresolvable* data issues? YES/NO
2. If data is missing and the problem is unresolvable, please provide the reason why data is missing and your plan to address this issue in the next program year.

**Q14. Federal 21APR Data Reporting Requirements – Participation**

* 1. What data warnings are identified by EZReports?
	2. Are there any *unresolvable* data issues? YES/NO
	3. If data is missing and the problem is unresolvable, please provide the reason why data is missing and your plan to address this issue in the next program year.

**Q15. Federal 21APR Data Reporting Requirements – GPRA #2: School GPA (Grades 7-8 & 10-12)**

* 1. What data warnings are identified by EZReports?
	2. Are there any *unresolvable* data issues? YES/NO
	3. If data is missing and the problem is unresolvable, please provide the reason why data is missing and your plan to address this issue in the next program year.

**Q16. Federal 21APR Data Reporting Requirements – GPRA # 4: Behavior (Grades 1-12)**

1. What data warnings are identified by EZReports?
2. Are there any *unresolvable* data issues? YES/NO
3. If data is missing and the problem is unresolvable, please provide the reason why data is missing and your plan to address this issue in the next program year.

Program STAFFING

**Q17.** **Did your center(s) have adequate staffing this year? Why or why not?**

**Q18. What do you do to recruit and retain program staff? What do you do to ensure job quality for program staff?**

**Q19. Do you anticipate staff turnover or other staffing challenges next year? If yes, how do you plan to address this?**

Program Sustainability

**Q20.** **Program sustainability**

* + - * 1. How ready are you to sustain your program beyond the life of your grant?

[ ]  Not at all ready

[ ]  Slightly ready

[ ]  Moderately ready

[ ]  Extremely ready

1. Provide an explanation for why this response was selected.
2. Describe the actions that have been taken to sustain your program and next steps toward sustainability.

**Q21.** **All subgrantees are required to submit a Sustainability Plan using the template provided by CDE at the end of their second year in the grant cycle. What year of the grant cycle are you currently in?**

[ ]  Year 1

[ ]  Year 2

[ ]  Year 3

[ ]  Year 4

[ ]  Year 5

[If Year 2 is selected] **Upload the completed Sustainability Plan (template attached) using the following file name “Grantee Name\_Sustainability Plan 2025”.**

EVALUATION SUMMARY

**Q22. All subgrantees are required to communicate local-level program evaluation results and make them readily available to the public, including posting these results on the subgrantee’s website. Describe your plan for communicating and disseminating evaluation results.**

**Q23. All subgrantees are required to submit an Evaluation Summary as part of their EOY survey each year. Upload your Evaluation Summary using the following file name “Grantee Name\_Eval Summary 2025”.**Please note, CDE has provided an Evaluation Summary template (attached) subgrantees may use as well as arubric (attached) for essential elements to include in the evaluation summary.

Technical Assistance

**Q24. Supports:** What state technical assistance, professional development (including training topics), or other state activities have been most helpful to better serve you and your 21st CCLC program?

**Q25. Professional Development:** Please list and describe professional development and training topics that would be of benefit in implementing your grant.

21st CCLC Subgrantee Signatures

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| **21st CCLC Program Director Signature, Date** |  | **21st CCLC Primary Fiscal Contact Signature, Date** |