



**New York State 21st CCLC Program
 Timeline
 November 2019 – September 2020**

Program Year 3: July 1, 2019 through June 30, 2020

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November 2019	<ul style="list-style-type: none"> • Conduct 2nd Advisory Board Meeting (Nov-Dec) and 1st administration of QSA • Review Budget and submit any Budget Amendments, if needed • Conduct Local Program Evaluator’s first required site visit (Sept-Dec) • Attend 21st CCLC Statewide fall conference November 19-21, 2019 in Schenectady, NY (<u>required</u> for all New York City and Rest of State sub-grantees)
December 2019	<ul style="list-style-type: none"> • Enter Spring 2019 APR data by December 6, 2019 https://21apr.ed.gov/login
January 2020	<ul style="list-style-type: none"> • Submit Mid-Year Report to NYSED by March 31, 2020 • Submit NASA STEM Design Videos to You for Youth (Y4Y) by February 14, 2020 (<i>only applies to those sub-grantees involved in 2019-2020 NASA project</i>) • Review Budget and submit any Budget Amendments, if needed, by March 1, 2020
February – March 2020	<ul style="list-style-type: none"> • Submit Mid-Year Report via Survey Monkey by March 31, 2020 • Summer 2019 APR reporting cycle (TBD) • Conduct 3rd Advisory Board Meeting (Feb-March) • Conduct Local Program Evaluator’s second required site visit (March-May) • Submit Local Evaluator’s Interim Evaluation Report to program managers/directors. Submit Budget Amendments (FS-10-A), M/WBE Utilization Plan, and revised M/WBE Goal calculation worksheet by March 1, 2020. Please send to NYSED’s Office of Grants Management
April 2020	<ul style="list-style-type: none"> • Conduct Exploratory Site visits from the Statewide Evaluator (conducted at ten local programs between April and June; selected programs TBD)
May 2020	<ul style="list-style-type: none"> • Conduct 4th Advisory Board Meeting (May-June) and 2nd administration of QSA • Administer Student Outcomes Survey or another validated student survey selected by the local evaluator that measures youth development attributes to students in grades four and above; obtain student input from students who cannot complete survey through other methods (May-June) • Submit 2020-2021 Budget Packets (FS-10 Budgets, Composite Budgets, and M/WBE documents) by May 15, 2020. Please send to NYSED’s Office of Grants Management • Submit summer 2019 APR data (TBD)

<p>June 2020</p>	<ul style="list-style-type: none"> • NYSED and NASA STEM Showcase in Albany, NY on June 9, 2020 <i>(for NASA participants)</i> • Fall 2019 APR reporting cycle begins (TBD) • Attend the New York City Spring Conference on June 12, 2020 • Attend the Rest of State Spring Conference on June 3-5, 2020
<p align="center">Program Year 4: July 1, 2020 through June 30, 2021</p>	
<p>July-August 2020</p>	<ul style="list-style-type: none"> • Submit Year 3 Participation data (wait for instructions from NYSED and MI) <i>Reminder that participation data will need to be further disaggregated as per NYSED's email of August 21, 2019</i> • Conduct preliminary program-level planning meeting for next program year • Self-assess/review with QSA tool • Begin summer programming, if applicable • Conduct 1st Advisory Board Meeting: All stakeholders meet for comprehensive planning, review/update Program Logic Model, and/or review QSA results • Establish 21st CCLC Program schedule for upcoming school year • Submit Fall 2019 APR data (TBD)
<p>September 2020</p>	<ul style="list-style-type: none"> • Spring 2020 APR reporting cycle begins (TBD) • Submit FS-10-F to NYSED'S Grants Finance by September 30, 2020 • Submit Annual Evaluation Report (AER) and Signed Verification form via email to NYSED and MI by September 30, 2020 • Start fall programming

Please note: All APR data must be entered by the above-mentioned dates. There will be no re-open windows.