



Monterey County Office of Education

Region 5 Expanded Learning Partnerships

AFTER SCHOOL SAFETY AND ENRICHMENT FOR TEENS (ASSETS) PROGRAM OVERVIEW

Note: This overview is a summary of key facts and is not intended to be a complete listing of requirements. For additional information, go to: <http://www.cde.ca.gov/lr/ba/cp/>

PROGRAM ELEMENTS

ASSETS programs must contain the following program elements:

- Academic assistance, including at least one of the following: preparation for the high school exit examination, tutoring, homework assistance, college preparation (including information about the Cal Grant)
- Enrichment activities, including at least one of the following: community service, career and technical education, job readiness, opportunities for mentoring and tutoring younger pupils, service learning, arts, computer and technology training.
- A physical fitness component.

KEY PROGRAM REQUIREMENTS

Every ASSETS program should adhere to the following:

- A collaborative planning process that includes parents, pupils, representatives of participating schools, governmental agencies, community organizations, law enforcement, and if appropriate, the private sector;
- Student accessibility to, and availability of, computers and technology;
- Activities may be held at one or more sites. If held off the school site, provide safe transportation and ensure that the program is at least as available and accessible as similar programs conducted on the school site.
- Operate a minimum of 15 hours per week outside the regular school day including before school, after school, intersession, summer, vacation, or weekends. ASSETS programs are not required to remain open until 6:00 p.m.
- Operate at a rate of \$10 per pupil per day or less (programs operating at a rate in excess of \$10 must justify higher rate).
- Include a nutritious snack and a physical activity.
- May supplement, but not supplant, existing funding with ASSETS funds.
- Programs may charge a fee, but no student can be prevented from attending the program based on the family's ability to pay.



“We believe our work invests in the future through building our communities.”

*-Region 5 ReV Up 2014
Conference Attendee*

FISCAL OPERATIONS

- Grantees will receive a five-year grant from \$50,000 to \$250,000 per year per site
- Not more than 15 percent of each annual grant award may be used for administrative costs.
 - Indirect costs may not exceed 5 percent of each annual grant and are part of administrative costs.
 - In addition to the 15 percent of each annual grant award allowed for administrative costs, up to 15 percent of the first year's annual grant award for each core grant may be utilized for startup costs (a total of up to 30 percent).
- In addition to administrative costs, a program may expend up to the greater of 6 percent or \$7,500 to collect outcome data for evaluation and for reports to the CDE (because of this allowance less than 85 percent of grant funds may be spent on direct services to students).

REPORTING REQUIREMENTS

Grantees will be expected to report the following:

- The number of pupils expected to attend the program on a regular basis;
- The average hours of attendance per pupil;
- School day and ASSETs program attendance rates;
- The percentage of pupils expected to attend the program less, more, and equal to three days a week;
- Program participant test scores from the Standardized Testing and Reporting (STAR) Program;
- Pupil achievement on the high school exit exam, as applicable.

PROGRAM EFFECTIVENESS

To demonstrate program effectiveness, programs shall select one or more of the following measures to be used for at least three consecutive years and submitted annually:

- Attendance
- Positive behavioral changes, as reported by school day teachers or after school staff who directly supervise pupils
- Homework completion rates
- Skill development consistent with program elements, as reported by school day teachers or after school staff who directly supervise pupils
- Pupil performance on the high school exit examination and graduation rates
- Pupil performance on standardized tests

MONITORING FOR TECHNICAL ASSISTANCE

The CDE will provide technical assistance if:

- Actual pupil attendance falls below 75 percent of proposed level in any year of the grant.
- The grantee fails, in any year of the grant, to demonstrate measurable outcomes.
- The grantee requests assistance.

MONITORING FOR GRANT REDUCTION/TERMINATION

The CDE may reduce the grant level of any school in the grant if:

- The actual pupil attendance falls below 75 percent of the proposed attendance level at the end of the second year of the grant.
- The actual pupil attendance falls below 85 percent of the proposed attendance in each of two consecutive years.

The CDE may at any time terminate the grant of a school that:

- Fails in three consecutive years to demonstrate program outcomes* and/or fails to attain 75 percent of its proposed attendance levels after having its program reviewed and grant level adjusted by the CDE.
- Fails in three consecutive years to demonstrate improved academic achievement among participating pupils.
- The CDE has created a process to allow a grantee to voluntarily lower its annual grant amount if one or more sites are unable to meet the proposed pupil attendance levels by the end of the second year of the grant.

SUPPORT AND RESOURCES

For further assistance, information, and or training needs contact:

- ▶ Region 5 Lead Mara Wold at 408-313-6059 mwold@montereycoe.org
- ▶ Region 5 Manager Leticia Gomez Gong at 831-237-0053 or lgomezgong@montereycoe.org.
- ▶ For fiscal/payment questions contact Deborah Denico at 916-319-0215 or ddenico@cde.ca.gov.
- ▶ For state grant requirements contact Jennifer Moreno at 916-319-0200 or jmoreno@cde.ca.gov.

For additional after school resources, go to: <http://www.region5afterschool.org>

REPORTING DUE DATES

- Attendance reports will be due semi-annually on: January 31 and July 31.
- Expenditure reports will be due quarterly on: October 31, January 31, April 30, and July 31.
- Yearly evaluation report due: Mid October for 21st CCLC ASSETS grantees.

For reporting forms and evaluation guidelines, go to: <http://www.cde.ca.gov/ls/ba/as>

