

**Application Cover Page  
21<sup>st</sup> Century Community Learning Centers**

**Iowa Department of Education  
Grimes State Office Building  
400 E 14<sup>th</sup> Street  
Des Moines, Iowa 50319**

**Mail Applications to:**

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**APPLICATION INFORMATION**

Applicant Serving as Fiscal Agent (Applicant Agency)

County: <u>Cass County</u>				Amount Requested: \$ <u>81,000</u> (Total for Year 1 from Form D1)			
Director of Agency: (Superintendent, City Manager, Executive Director, etc) <u>Nigel Horton</u>				Grant Contact/Project Director: <u>Nigel Horton</u>			
Agency Name: <u>Griswold Elementary</u>				Agency Name: <u>Griswold Elementary</u>			
Address: <u>305 1st St</u>				Address: <u>305 1st st.</u>			
City: <u>Elliott</u>		Zip: <u>51532</u>		City: <u>Elliott</u>		Zip: <u>51532</u>	
Phone: <u>712-767-2221</u>		FAX: <u>712-767-2221</u>		Phone: <u>712-767-2221</u>		FAX: <u>712-767-2221</u>	
Email: <u>nhorton@griswoldschools.org</u>				Email: <u>nhorton@griswoldschools.org</u>			
Data Collection and Evaluation Contact: <u>Nigel Horton</u>				Fiscal Contact: <u>Nigel Horton</u>			
Address: <u>305 1st st</u>				Address: <u>305 1st st</u>			
City: <u>Elliott</u>		Zip: <u>51532</u>		City: <u>Elliott</u>		Zip: <u>51532</u>	
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Email: <u>nhorton@griswoldschools.org</u>				Email: <u>nhorton@griswoldschools.org</u>			

### LEGAL STATUS OF APPLICANT

(Check one box below and provide appropriate agency identification information)

- City or City Agency
- County or County Agency
- State or Federal Agency
- State College or University
- Community College
- County Office of Education
- School District
- Tribal Council
- Military Installation
- Private Nonprofit Organization-  
Number of years in operation \_\_\_\_\_
- Private For-Profit Organization  
Number of years in operation \_\_\_\_\_

Enter Federal Employer ID Number: _____ <i>OR</i> Enter School District Code <u>2718</u>
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<i>(If applicable)</i> Enter Child Care License #: _____
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### REQUEST FOR COMPETITIVE PRIORITY

It is the responsibility of the applicant to request and provide documentation of competitive priority in scoring of applications. Below, please check the boxes for priority you are requesting and provide explanation of the documentation provided to substantiate your request. Examples of documentation are provided.

- Application proposes to serve children and youth in schools designated in need of assistance (SINA) under Title I/Section 1116. 5 additional points awarded

Documentation: Attached

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Example of documentation: SINA list provided by the Iowa Department of Education available at [https://www.educateiowa.gov/pk-12/no-child-left-behind/schools-and-districts-need-assistance-sinadina#SINA\\_Schools](https://www.educateiowa.gov/pk-12/no-child-left-behind/schools-and-districts-need-assistance-sinadina#SINA_Schools).

- Application is *jointly submitted* as a collaboration between local educational agencies receiving funds under Title I and a community-based organization or other public or private entity. 5 additional points awarded

Documentation: \_\_\_\_\_

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Examples of documentation: Original signatures of joint applicants or MOUs recognizing joint submission.

1737	Des Moines	0245	Hiatt Middle School	SINA	10
1737	Des Moines	0250	Hoyt Middle School	SINA	6
1791	Dike-New Hartford	0409	Dike Elementary School	MET	0
1863	Dubuque	0418	Audubon Elementary School	DELAY	4
1863	Dubuque	0472	Fulton Elementary School	DELAY	4
1863	Dubuque	0508	Marshall Elementary School	SINA	3
1863	Dubuque	0499	Lincoln Elementary School	SINA	5
1863	Dubuque	0520	Prescott Elementary School	SINA	10
1908	Dunkerton	0409	Dunkerton Elementary	SINA	3
1917	Boyer Valley	0418	Boyer Valley Elementary School	MET	0
1944	Eagle Grove	0418	Eagle Grove Elementary	WATCH	0
1953	Earlham	0409	Earlham Elementary School	SINA	3
1963	East Buchanan	0405	East Buchanan Elementary School	MET	0
1968	East Marshall	0427	East Marshall Elementary School	WATCH	0
1970	East Union	0409	East Union Elementary	WATCH	0
1975	River Valley	0418	River Valley Elementary	WATCH	0
1989	Edgewood-Colesburg	0409	Edgewood-Colesburg Elementary	WATCH	0
2007	Eldora-New Providence	0409	Eldora-New Providence Elementary	MET	0
2088	Emmetsburg	0418	West Elementary School	SINA	1
2097	English Valleys	0409	English Valleys Elementary School	DELAY	2
2124	Estherville-Lincoln Central	0412	Demoney Elementary School	SINA	1
2124	Estherville-Lincoln Central	0409	Roosevelt Elementary	DELAY	2
2151	Exira-Elk Horn-Kimballton	0209	Exira/Elk Middle School	SINA	1
2189	Fairfield	0433	Panda Elementary School	SINA	2
2189	Fairfield	0209	Fairfield Middle School	SINA	7
2189	Forest City	0418	Forest City Elementary School	SINA	1
2313	Fort Dodge	0445	Coddan Elementary School	SINA	1
2313	Fort Dodge	0439	Feenhaber Elementary School	SINA	2
2313	Fort Dodge	0418	Butler Elementary School	SINA	3
2313	Fort Dodge	0434	Duncombe Elementary School	SINA	4
2322	Fort Madison	0445	Richardson Elementary School	DELAY	3
2369	Fremont-Mills	0418	Fremont-Mills Elementary School	SINA	1
2403	Garner-Hayfield-Ventura	0418	Garner-Hayfield-Ventura Elementary	SINA	2
2493	Gilmore City-Bradgate	0418	Gilmore City Elementary School	DELAY	1
2511	Glenwood	0406	Northeast Elementary School	MET	0
2511	Glenwood	0409	West Elementary School	SINA	2
2556	Graettinger-Terril	0427	Graettinger-Terril Elementary School	WATCH	0
2573	Nodaway Valley	0409	Nodaway Valley Elementary School	WATCH	0
2682	GMG	0409	GMG Elementary School	WATCH	0
2713	Griswold	0409	Elliott Elementary School	WATCH	0
2727	Grundy Center	0409	Grundy Center Elementary School	MET	0
2754	Guthrie Center	0409	Guthrie Center Elementary School	SINA	1
2753	Clayton Ridge	0409	Clayton Ridge Elementary School	SINA	2
2756	H-L-V	0172	H-L-V Junior-Senior High School	WATCH	0
2756	H-L-V	0418	H-L-V Elementary School	WATCH	0
2772	Hamburg	0418	Marnie Simons Elementary School	SINA	4
2781	Hampton-Dumont	0427	North Side Elementary School	SINA	1
2781	Hampton-Dumont	0445	South Side Elementary School	SINA	1
2781	Hampton-Dumont	0209	Hampton-Dumont Middle School	DELAY	3

SINA	10	SINA	10
SINA	10	SINA	10
SINA	1	SINA	1
SINA	5	SINA	5
SINA	6	SINA	6
SINA	6	SINA	6
SINA	7	SINA	7
SINA	9	SINA	10
WATCH	0	SINA	3
SINA	3	SINA	3
SINA	3	SINA	3
SINA	1	SINA	3
SINA	1	SINA	1
SINA	2	SINA	2
SINA	2	SINA	2
DELAY	1	SINA	1
SINA	3	SINA	3
SINA	1	SINA	1
DELAY	1	SINA	1
MET	0	SINA	2
DELAY	1	SINA	1
SINA	3	SINA	3
MET	0	SINA	1
SINA	4	SINA	4
SINA	5	SINA	7
MET	0	SINA	1
SINA	1	SINA	1
WATCH	0	SINA	2
WATCH	0	SINA	3
SINA	7	SINA	7
DELAY	3	DELAY	3
SINA	5	SINA	5
SINA	2	SINA	2
SINA	1	SINA	1
SINA	1	SINA	1
SINA	1	SINA	2
SINA	2	SINA	2
SINA	2	SINA	2
SINA	3	SINA	3
SINA	1	SINA	1
SINA	1	SINA	1
MET	0	SINA	1
WATCH	0	SINA	2
DELAY	1	SINA	1
SINA	1	SINA	1
SINA	3	SINA	4
SINA	1	SINA	1
SINA	4	SINA	4
DELAY	7	SINA	7

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We are a school district of many small towns with too many unsupervised kids and too much time to get into trouble after school. With the economy the way it is, both parents are forced to work leaving children of young ages unsupervised and unable to provide structured academic support at home. With that said our elementary schools are working hard to put together an after school program with the hope of expanding to a before and after school program.

The purpose of the program is to implement a high-quality program outside school hours that offers students academic/educational enrichment, literacy tutoring, community involvement, mentoring, and recreational activities for grades PreK-5. It would be designed to reinforce and complement the regular academic program of participating students.

The Griswold Elementary Schools has approx. 250 students who attend between the 2 elementary schools. The decision was made to conduct a survey after families left the district, because they felt the two neighboring districts have better after school resources for their students to find success.

After hearing this, a brief community survey was administered and the results showed that Griswold is most definitely in need of an after school program. Our results showed the program would benefit the most students by being centrally located in Griswold and would benefit even more if the cost to the families were free and if tutoring services were provided. From our very initial survey the results showed that approx. 60 children would attend the after school program. Our hope is we could get this number over 100.

When asked, in our survey, what might prevent them from participating in the program the most common response was cost. With the cost being estimated at \$1,350 a year per child, we have determined we need to find adequate resources for our elementary population who have a free and reduced number around 50%.

If granted the Iowa 21<sup>st</sup> CCLA, there would be no charge making it free for the families. We feel if granted the funds we will work to find safe and supportive care for our students, but also be able to focus on improving the district's recent identification of a SINA school for their

reading scores. Our teachers have also even shared they would be willing to spend time at the program to help provide even more quality instruction.

We strongly believe that the formula for providing an effective, cost efficient and high quality program includes collaboration with many community organizations. With support of our partners The Griswold Church of Christ, The Optimist Club and Griswold Schools staff we feel we could offer an outstanding After School Program. We hope, that with your support and funding, the Griswold Schools can operate a free educational and healthy after school program for the families in need.

Griswold Elementary Schools has a very well educated staff willing to participate in the after school program. Staff will work with kids in groups, one on one, tutoring, assisting with homework and anything else needed to operate the program effectively and safely. Our staff will make sure kids are not only improving academically but also feel safe and comfortable while attending the program. Children will be bused to the location of the program but it would be parent's responsibility to pick their children up from the program. Our goal is that a large percent of our students who attend the program will show improvements on their everyday work and quarterly reports. Family involvement will be highly recommended and take home resources will also be sent.

The Griswold Schools is asking for funding for curriculum supplies, part-time program staff funds, tutoring funding, take home funding for reading materials and funding to make it affordable/free for parents. We are hoping to start the program at the beginning of the school 2016-2017 year. The program will operate all school year, which is approximately 180 days for 2 ½ hours a day. The program will be closed during the holidays and summer hours. We are requesting \$31,000 per year in funds from the Iowa 21st Century Community Learning Center in hopes to help make a meaningful difference in the lives of our youth and communities.

# Needs Assessment

Our district has a tremendous need for after school care due to the very large geographic footprint and having so many small communities, but no after school programs or activities in place. This is especially true for the high-risk youth, in which our elementary students are nearly 50% free and reduced, who need homework assistance and supervision. Current research indicates that supervised after-school programs not only keep children safe and out of trouble, they also significantly improve their academic achievement.

The only options we have in Griswold or the surrounding areas are in-home daycares that are turning parents away daily as they are all full. These programs though do not offer any homework, literacy, mentoring or nutrition assistance. Our research indicates we would have 35 families who would initially use the after school program for a total of 60 students who would benefit from our four core goals.

To make this possible our needs assessment indicated that parents are willing to have the program in a centralized location. The children would be bused from the Elliott and Lewis Elementary schools to the location of the program, and parents would be responsible for picking them up at the designated time. This would allow the needs of students to be met in a way that is highly efficient and cost effective.

Our needs assessment also identified multiple times that there is a need for tutoring and assistance with homework. This closely matches the needs of the school system needing assistance in raising their literacy scores, as they currently have been identified as a SINA school as well as a title school.

Below are highlights of the Needs Assessment that was sent out to our elementary families.

## What school does your child attend?

Lewis - 57.9%

Elliott - 42.1%

## Would you use after school services if they were available?

Yes 35 61.4%

No 22 38.6%

## How many children in your family would attend the program if it were made available?

1 21 53.8%



2	15	38.5%
3	3	7.7%

**What are the ages of your children that would attend?**

3-5 - 10

5-7 - 15

8-10 - 25

10-12 - 15

**If the program was held in Griswold as a centralized location, would this stop you from using it?**

No - 86.7%

Yes - 13.3%

**If before and after school services were offered, what would stop you from using them? (Please type your response below)**

Cost and/or transportation

I would like to see more educational services. Tutoring would be greatly appreciated.

Transportation

Cost

High Cost

Money

It would depend on the fees

If they weren't in Griswold

It's free right now, grandma watches them

**Any special services or programs you would like to see if a program was created?**

Tutoring

If it had a direct and positive impact for my son who has autism

Lots of programs can be added to make learning fun, writing contests and using scholastic.

Don't know.

Teach social awareness

# Project

Teaching youth the skills to become successful in life is going to be at the core of the after school program at Griswold Community Schools. The four major components of the program will be:

- **Homework assistance and tutoring** using community and school partnerships.
- **Nutrition Education** to promote healthy lifestyles.
- **Literacy** using highly effective researched programs to help improve our literacy scores which are currently identified as being SINA qualified.
- **Mentoring** using community groups and partnerships.

The after school program will serve approximately 60 students and each of our components will be used daily with the hopes of expanding to serve more students as families and parents are able to recognize the importance of proactive homework assistance, nutrition education, literacy support and a community mentoring program. What makes our project unique is all of our partnerships; including seniors from our community, as well as a deep partnership with the school and highly qualified educators. Using after school program staff members, volunteers and highly qualified educators for tutoring and interventions will allow this program to be a seamless transition to "find more time to help students grow". We are confident our 4 components and the staff and volunteers will make a lasting impact on students.

For homework assistance and tutoring, multiple partners in the community have shared their willingness to partner with the after school program. These include local church groups, the local optimist, Griswold Schools including teachers and staff and lastly our local libraries. It's our hope to continue these partnerships and work to create other partnerships and experiences. These experiences would include field trips and engaging learning opportunities using our local city parks, state parks, museums and other historical sites that are in our community.

Nutrition Education will also be taught during the program by introducing and educating students on healthy snack options. These healthy snacks will allow students to gain an understanding of not only what is available, but also teach them the benefits of healthy eating. All of this will be done by providing and educating students about healthy snacks on a daily basis.

For literacy, our partnerships with Griswold Schools will allow our students to have access to highly effective educators, as well as, materials and training in literacy best

practice. This will allow the students participating in the after school program to make educational gains in literacy. Using our partnerships, and with parent support, progress monitoring and interventions can also be communicated from the parents to our staff so that growth can be monitored. This after school literacy support will allow the interventions already in place during the school day to be extended beyond the school day.

Lastly, the 4th and final focus of our program will be providing mentoring to students in our community. Research has shown that having one caring adult can make a life changing difference to our students both socially, emotionally and academically. This will be done in large part by our partnership with the Griswold Optimist members. Griswold Optimist is known by many people to be one of the strongest Optimist in the area. Their strength and commitment will allow us to provide mentoring during the after school program that will encourage students to make academic gains in literacy, growth in social and emotional behaviors, and life changing relationships our students will never forget.

## Research Base

The program will offer a wide variety of developmentally appropriate indoor, outdoor, social and educational activities that reflect the philosophy of the program. The daily schedule will be diverse, flexible, and offer choices with enough independence and stimulation to meet the needs of all youth. Daily, the program will choose from activities in the following areas: academics, enrichment activities, life skills, character development, service learning, and socialization. Staff and youth will work together to plan and implement activities which reflect the styles, abilities, interests and cultural diversity of the youth. The program actively encourages family involvement through volunteerism and family events. The program makes reasonable accommodations to the physical environment and schedule so that children and youth with special needs may participate. The Program offers hands-on, project-based activities and special events to enhance creativity, self-expression, group and independent learning. There is opportunity to join enrichment activities and clubs that promote skill development, group participation and higher-level thinking. The program builds links to the community, and hosts visitors and events from appropriate community resources. Outside agencies, businesses, and individuals will conduct meaningful activities to supplement program offerings. Youth will be allowed to take initiative and explore their interests. Family literacy will be a big part of our everyday activities.

# Management Plan

Our after school program understands that in order to be successful we will need to have a coordinator to lead, recruit, retain and train volunteers and staff members. It will be their responsibility to do these things. To assist with this, they will schedule meetings throughout the year with leadership from community partners. This coordinator will also be in charge of coordinating meetings, documenting credentials and managing the plan as set forth in this document.

The major components of this management plan will be as follows:

- Leadership Structure/Advisory Board
- Recruitment and Professional Development
- Transportation to and from school and home
- Continuous Improvement

## Leadership Structure/Advisory Board

The leadership structure will be comprised of the hiring of 1 part time after school coordinator. This person will be in charge of 3-4 part-time staff members as well as helping to coordinate and direct numerous volunteers. This coordinator will be in charge of sharing the 4 major components of the program with all staff members and volunteers (Tutoring, Nutrition, Literacy and Mentoring). The coordinator will also be in charge of working with the advisory board (at least 1 member of community partners) to create a mission/goal for each year and discuss any and all issues.

## Retention/Recruitment and Professional Growth

The job of retention, recruitment and professional growth will also fall under the responsibility of the program coordinator who will hire and recruit staff members and volunteers. Training and guidance for hiring best practice will be discussed through the joint partnership with Griswold Schools. The coordinator will also be in charge for providing professional growth multiple times throughout the year for the staff as well as made available to the volunteers. This professional growth will be able to be done through the partnership through the Griswold Schools. The volunteers will also be done through the leadership and the partnership with Griswold Optimist and the local churches who have countless volunteers, including a very high percentage of seniors. These partnerships will allow the volunteers and program director to create a program focused around growth and safety.

## Safe Transportation

The transportation of the students will be done by the partnership with Griswold Community Schools which is already in place. This will allow the students to attend the local partnership building where the after school program will take place which will either be housed at the Griswold Church of Christ or the Griswold High School which are both ADA compliant and have passed both state and local occupancy requirements. This determination on location will be decided once final student and staffing numbers are known. The staff will also use a "check in/check out" system for students to ensure that they are only leaving the after school program with authorized individuals. This check in/check out system will also be monitored to ensure attendance allow staff members to follow up with students with poor attendance.

#### Continuous Improvement

The ultimate goal of the after school program is to monitor not only it's practices through its advisory committee but also to monitor student growth. This will be able to be done by partnering with the Griswold Schools and families so that the after school program will have access to the students progress monitoring and interventions that are in place through Iowa Tier as well as the STAR Assessments that the Griswold Community Schools uses. Having access to these assessments and progress monitoring data will ensure that the students are always working towards continuous growth. Having all of these partnerships in place, it's our belief that if needed, the community support could make the program self-sufficient.

# Communication Plan

After school program for Griswold Community Schools to provide supervision and guidance for our youth.

Audience: Parents of children, partners, staff, our community, online users and facebook users.

We will send home notes as needed and post to a our facebook page to stay up to date on what is happening with the program. Tutors will track kids progress, as needed using the strategies used in their classroom or how they have been trained to track progress. We will communicate with families on a daily bases when children are being picked up from the program. If there are concerns of the staff or parent we will schedule meetings with whom it may concern and the site director. We feel these are the most effective ways to communicate with our audience. Technology has become a huge part of our everyday life, so social media will be a huge part of our dally, weekly, and monthly communication.

Communication is key to having a successful after school program.

# Partnerships

The afterschool program will have numerous partnerships to allow the program to succeed. These include partnerships with the following groups.

- Griswold Community schools
- Griswold Optimist
- Elliott Library
- Griswold Library
- Griswold Church of Christ

These partnerships are what will allow the 4 objectives of the after school program to be successful. In the future, recruiting new partnerships with groups will also be done through the use of our advisory committee meetings. We will actively seek and encourage other groups to attend these meetings and also invite other groups to our after school program. The true hope is that this becomes a "community program" with all of our resources pooled together to be successful.



# Evaluation

## Evaluation Design

Griswold After School Program includes a comprehensive evaluation plan developed to determine success in meeting goals for improving the program. Griswold Elementary Schools and the director of the program will collect information, data, and provide progress reports throughout the project period to the 21<sup>st</sup> CCLC.

The evaluation design includes both process and product evaluation to:

1. Better determine the effectiveness of the program for participants.
2. Document that project objective were achieved
3. Provide information about service delivery that will be beneficial to the program staff.
4. Enable program staff to make changes that improve program effectiveness.

The Griswold After School Program staff will use the information gathered during the planning, implement, and evaluation processes to interpret, report, findings, and recommend modifications for improving the project.

The evaluation design will be guided by the following questions:

- Were the project activities implemented as planned? If not what barriers or obstacles prevented parts or all of the activities from being executed?
- How effective were the project activities in achieving the goals and objectives?
- What is the impact of the project activities on the participants?

## Process Evaluation

The process evaluation will gather information about how successfully the strategies of The Griswold After School Program were implemented as planned, and assess their impact on the Targeted population. Process evaluation is intended to assess the outcome of the project. This data, collected will describe how students and staff are affected by the project activities. The process evaluative data will focus on:

Improvement in student academic achievement

Improvement in teacher instruction

The following product data will be collected:

1. The director will track project objectives through data, such as purchase orders, numbers of students/staff served, and inventory records.
2. Project Meetings—The staff and director will evaluate the program implementation on a quarterly basis. Meetings will focus on project progress and any necessary modifications to the project.

3. Record Keeping-The director will address the "So what?" question, from both students and teachers will be collected the director will ask questions such as: How has the program made a difference in the lives of the project participants? How has the project enhanced or enriched the education of students?
4. End-of-project survey-Just as the needs were established for The Griswold After School Program through a Community Needs Assessment survey, an end-of year project survey will be conducted to measure project outcomes for student achievement and educator proficiency levels.

### Product Evaluation

The Product evaluation will focus on measuring final outcomes against project goals, and objectives. Changes that have occurred will be identified and analyzed to determine whether the program is effective for students. Like the process evaluation, the product evaluation will be collected both formatively and summatively. The product performance measures focus on:

- Improvement in outcomes for student's literacy skills

- f Improvement in staff knowledge and qualifications

The following product data will be collected:

Comprehensive Final Report-The Director and staff will assess the design, outcomes, and instructional impact of the program on project participants. The process and product evaluative data will be analyzed in the final report to answer the question, what difference has the project made in the education of its participants?

Evaluation of Long-Term Impact-The Director will conduct a longitudinal analysis of the impact of the Griswold After School Program by evaluating formative and summative data annually. The Director will compile summary reports for review. Based upon final reports, the Griswold Schools, Program staff and Director will determine the overall effectiveness of the program and make modifications for subsequent years.

# Budget Narrative

## a. Personnel:

Funding in the amount of \$15,750 is requested to defray the cost of part-time staff. We plan to hire 4 staff members at \$8.75/ hour for 2 ½ hours a day for 180 days. Each person will receive \$3,937.50 before taxes.

Funding in the amount of \$12,000 is requested to defray the cost of part-time tutors for Family Literacy. The \$12,000 will be dispersed between 2-8 highly qualified tutors. Each tutor will receive an hourly compensation that will be based on experience and education.

The total cost for personnel for the project is \$ 27,750. We are requesting \$27,750.

## b. Staff Travel:

There are no funds being requested for staff travel.

## c. Materials:

Funding in the amount of \$29,000 is being request for materials for students. We feel \$493.33/child is enough to purchase supplies and materials needed for afterschool crafts, activities, games, educational games, homework supplies and additional researched supplements for programs that Griswold Staff Members already have in place.

Funding in the amount of \$4,010 is being requested for materials to support our family literacy program. This will allow us to provide at home literacy materials and take home literacy as well as

The total cost of materials for the project is \$33,010. We are requesting \$33,010.

## d. Professional Development:

Funding in the amount of \$6,000 is being requested for Professional Development for our student program, giving us the necessary funding for required professional development as well as optional professional development for our volunteers.

The total cost for Professional Development for the project is \$6,000 and we are request \$6,000.

## e. Student Access:

Funding in the amount of \$5,500 is being requested for student access. We want to involve the kids in field trips such as going to the community libraries and businesses where transportation would need to be provided. We will also be busing kids from the Elementary schools to the church in Griswold. It is approximately 8 miles from each elementary location to the church.

The total cost for Student Access is \$5,500 and we are request funding of \$5,500.

**f. Evaluation:**

Funding in the amount of \$3,240 is being requested for the student program. This evaluation money would allow the necessary training for our director, as well as pay for a portion of the directors yearly stipend.

**g. Administrative/Indirect cost:**

We are requesting funds in the amount of \$5,500. This funding will be used to pay for any administrative costs of the program as well as help pay a portion of the program director's stipend.

The total cost per year for the project will be \$81,000. A total of \$81,000 per year is being requested from the 21<sup>st</sup> CCLC Grant making a total of \$243,000 for 3 years.

December 10, 2015

Dear Mrs. Bruce,

It is our pleasure to write a letter of support of the proposal for the Griswold Elementary After School Program being submitted to the Iowa 21<sup>st</sup> CCLC Program by our friends of Griswold Elementary Schools.

After the research that has been done it is most definitely a demand for an After School Program. We feel that with our support the Griswold Elementary Schools could have a very successful program. It would not only benefit the youth of our future but the families of our community.

In conclusion, we fully support the efforts of the Griswold Elementary Schools as they seek external funding to support a program designed to help our youth succeed in life and excel academically.

Sincerely,

*Elliott Public Library - Jaegne Haas*

**FORM A: SITE INFORMATION**

*Please fill out this section for **each site** you plan to operate under the grant.*

<b>21CCLC Site Name:</b> Griswold Central		
<b>Site Address:</b> 51 Harrison St.		
<b>City, State, Zip:</b> Griswold IA 51535		
<b>Phone:</b> 712-778-2433		
<b>Site Contact Person:</b> Tony Brandt or Rich Mortensen		
<b>Feeder School Name(s)</b>	<b>Building Number(s)</b>	<b># of pupils from this school in 21<sup>st</sup> Century Community Learning Centers Program</b>
<b>21CCLC Site Name:</b>		
<b>Site Address:</b>		
<b>City, State, Zip:</b>		
<b>Phone:</b>		
<b>Site Contact Person:</b>		
<b>Feeder School Name(s)</b>	<b>Building Number(s)</b>	<b># of pupils from this school in 21<sup>st</sup> Century Community Learning Centers Program</b>
<b>21CCLC Site Name:</b>		
<b>Site Address:</b>		
<b>City, State, Zip:</b>		
<b>Phone:</b>		
<b>Site Contact Person:</b>		
<b>Feeder School Name(s)</b>	<b>Building Number(s)</b>	<b># of pupils from this school in 21<sup>st</sup> Century Community Learning Centers Program</b>
<b>21CCLC Site Name:</b>		
<b>Site Address:</b>		
<b>City, State, Zip:</b>		
<b>Phone:</b>		
<b>Site Contact Person:</b>		
<b>Feeder School Name(s)</b>	<b>Building Number(s)</b>	<b># of pupils from this school in 21<sup>st</sup> Century Community Learning Centers Program</b>

*(If more sites are included in the application, please duplicate this form.)*

<b>FORM B: ASSURANCES &amp; AGREEMENTS REQUIRED OF ALL APPLICANTS</b>
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**Part A: Nondiscrimination**

As the designated applicant agency representative, I certify that the 21<sup>st</sup> Century Community Learning Centers Program will comply with federal and state laws which prohibit discrimination on the basis of gender, race, national origin, disability, age, and religion in educational programs. Multicultural, gender fair approaches will be used in planning and implementing request for applications programs. Programs will provide accommodations to students learning English as a second language.

**Part B: Use of Funds**

As the designated applicant agency representative, I certify that the 21<sup>st</sup> Century Community Learning Centers Program will primarily target students who attend schools eligible for Title I school wide eligible programs and their families.

**Part C: Supplement, not Supplant**

As the designated applicant agency representative, I certify that funds from 21st Century Community Learning Centers Program will supplement, not supplant, existing services and funds.

I further certify that funds under this program will be used to increase the level of state, local and other non-federal funds that would, in the absence of these Federal funds, be made available for authorized programs and activities; and will not supplant federal, state, local, or non-federal funds.

**Part D: Fiscal Control and Accounting Procedures**

As the designated applicant agency representative, I certify that an annual fiscal audit will be conducted and adequate, accurate attendance records will be kept for the 21<sup>st</sup> Century Community Learning Centers Program. I further certify that the collaborative will 1) submit periodic program and fiscal reports as required by the state fiscal agent, including but not limited to, the number of pupils served, and expenditure of funds for which they were granted; 2) maintain records and provide access to those records when requested by the state fiscal agent; 3) maintain all supporting documentation of the status and results of the initiative for up to three years following completion of the 21CCLC award period.

**Part E: Control of Funds**

As the designated applicant agency representative, I certify that it assumes responsibility for the control of funds received under this request for applications. It is acceptable to subcontract with another agency for fiscal management of the grant funds.

**Part F: Program Accountability**

The request for applications program manager or fiscal agent is responsible to notify the Iowa Department of Education immediately any time a deviation occurs or necessity arises to alter any of the goals, program Elements, budget or other sections as stated in the request for applications.

**Part G: Evaluation and Data Collection**

As the designated applicant agency representative, I certify that the 21st Century Community Learning Centers Program agrees to collect additional data that will be necessary for the

evaluation of the 21st Century Community Learning Centers Program, as may be required by the Iowa Department of Education and the U.S. Department of Education, if requested.

**Part H: Program Site**

As the designated applicant agency representative, I certify that the 21<sup>st</sup> Century Community Learning Centers Program will take place in a safe and easily accessible facility. The program site selected is either an elementary or secondary school-site setting or another location that is at least as available and accessible as the school site.

**Part I: Collaboration with Schools**

As the designated applicant agency representative, I certify that the 21st Century Community Learning Centers Program was developed and will be carried out in active collaboration with the schools the students attend. Effective integration of the 21CCLC with the regular school day requires that there be a dedicated effort to achieve ongoing communication and articulation of issues between regular school and before and after school staff. Such efforts might include, but are not limited to, combining meetings or training opportunities, identifying preferred methods of communication (e.g., a note in the school mailbox, e-mail, etc.), or case conferencing regarding individual students.

**Part J: Notice to the Community**

As the designated applicant agency representative, I certify that the community to be served by the 21<sup>st</sup> Century Community Learning Centers Program was given prior notice of this applicant's intent to submit an application.

**Part K: Public Review of the Application**

As the designated applicant agency representative, I certify that this application and any waiver requested have been made available for public review.

**Part L: Parent Consent**

As the designated Applicant Agency, I certify that a process will be put in place to obtain parent consent from the parents of students who participate in the proposed Community Learning Center program for the purpose of transferring records between the participant students schools and the proposed program. The Applicant agrees to meet with project staff at the Iowa Department of Education upon request.

**Part M: Private and Public School Consultation**

As the designated Applicant Agency, I certify that I have consulted with the private and public school(s) within the boundaries of the school(s) that this application proposes to serve. I certify that the proposal meets the requirement that grantees must provide comparable opportunities for the participation of both public- and private-school students in the areas served by the grant. Include names, dates, and signatures on the separate form.

**Part N: Grant Termination (Additional conditions in appendix D)**

Grantees are subject to annual progress review by the Iowa Department of Education. The department may terminate a grant with a 10 day notice as a result of a non-compliance issue(s).



### FORM C: COLLABORATIVE SIGNATURES

Every 21CCLC program shall be developed, implemented, evaluated, and sustained through a collaborative process that includes parents, youth, and representatives of participating school sites (e.g., classroom teachers, custodial staff, support staff, etc.), governmental agencies, such as city and county parks and recreation departments, community organizations, and the private sector.

Applications only allowed up to five (5) additional pages for signatures.

Name/Signature		Agency Affiliation	
Name/Title	Library Director	Agency	Elliott Public Library
Signature	Jaegwe Howell	Address	403 Ma
		City/Zip	Elliott IA 51532 Phone 712-767-2355
Name/Title	VBS director	Agency	Griswold Church of Christ
Signature	Sue Mortensen	Address	51 Harrison St.
		City/Zip	Griswold 51535 Phone 712-778-2433
Name/Title	Treasurer	Agency	Griswold Optimist Club
Signature	Rick Mortensen	Address	904 Adams St
		City/Zip	Griswold 51535 Phone
Name/Title	Parent / City Council	Agency	
Signature	Lisa Cobb	Address	407 Scott
		City/Zip	Griswold 51535 Phone 712-249-9849
Name/Title	Secretary / 4-Header	Agency	Griswold Schools - Griswold Club
Signature	Chaity Munderf	Address	1516 N Ave
		City/Zip	Red Oak 51546 Phone 712-789-9606
Name/Title		Agency	
Signature		Address	
		City/Zip	Phone
Name/Title		Agency	
Signature		Address	
		City/Zip	Phone
Name/Title		Agency	
Signature		Address	
		City/Zip	Phone



**FORM D1: 21CCLC APPLICATION FUNDING REQUEST SUMMARY**

21CCLC TOTAL FUNDING REQUEST (Before and/or After School and Summer Program Funds)			
Number of program sites included in this application: <u>1</u>	Total number of students being served (all sites for one year): <u>120</u>	Total first-year funding request (all sites): \$ <u>61,000</u>	Total three-year funding request (all sites): \$ <u>213,000</u>

**FUNDING FOR EACH SITE INCLUDED IN THIS APPLICATION**

NOTE: A program site may serve students from many schools. For example, a location that serves students from three (3) different schools would be considered one Program Site.

Name of Program Site	Year 1 Funding Request	Year 2 Funding Request	Year 3 Funding Request	Total Funding Request (3-year total)	Number of Students Served per site per year
<u>Griswold church of Christ</u>	\$ <u>61,000</u>	\$ <u>61,000</u>	\$ <u>61,000</u>	\$ <u>213,000</u>	<u>120</u>
	\$	\$	\$	\$	
	\$	\$	\$	\$	
	\$	\$	\$	\$	
	\$	\$	\$	\$	

TOTAL NUMBER OF STUDENTS SERVED PER YEAR: 120

FORM D2: 21ST CENTURY COMMUNITY LEARNING CENTERS GRANT PROGRAM BUDGET

Applicant Agency: Grisswald Schools

Grisswald Site: Christ Church of

Directions: Provide a proposed budget for each proposed program site. Totals are to be listed on Form D1.

Restrictions: Please refer to Section II C of the RFA for specific budget restrictions. Number of Students Served: 120

Category	Year 1		Year 2		Year 3		Total
	Student Program	Family Literacy	Student Program	Family Literacy	Student Program	Family Literacy	
Personnel	15,750	12,000	15,750	12,000	15,750	12,000	72,150
Staff Travel	-	-	-	-	-	-	-
Materials	29,000	4,010	29,000	4,010	29,000	4,010	132,020
Professional Development (minimum 4% per year)	16,000	-	16,000	-	16,000	-	18,000
Student Access, Transportation etc. (maximum 8% per year)	5,500	-	5,500	-	5,500	-	16,500
Evaluation (about 4% per year)	3,210	-	3,210	-	3,210	-	9,710
Administrative/ Indirect Costs (maximum 8% per year)	5,500	-	5,500	-	5,500	-	16,500
<b>Totals</b>	<b>104,990</b>	<b>16,010</b>	<b>104,990</b>	<b>16,010</b>	<b>104,990</b>	<b>16,010</b>	<b>243,000</b>

Required: One form D2 per site. Please reproduce this page for each site included in the application.

### FORM D3: APPLICANT AGENCY'S FISCAL RESOURCE INFORMATION

It is recommended that each applicant, including school districts, public entities, or government agencies, possess sufficient fiscal resources in order to start up and operate the program being requested for a period of up to three months.

- Check this box if you are a public entity, (e.g., a local education agency, state college or university, community college, or a governmental entity), and identify your agency's funding source within your organization (e.g., budget line item number, account number, or any other applicable reference,) that will be used to start up and operate the program for up to three months.

School Budget

- Check this box if you are a private nonprofit organization, private for profit organization, community-based organization, or Tribal Council. In this section, list and describe fiscal resources (cash, line of credit, emergency loans, etc) the agency has or can access to cover initial start up and operating costs, or as may be necessary for program operation. Fiscal resource information should be specific (e.g., bank or lender names; name of the holder of the account.)

\* Note: If you do not have the financial resources available equal to the amount of funding you are requesting, you do not have the financial capacity for this project.

Agencies that do not have adequate fiscal resources on hand are eligible to participate in the application process. However, the applicant must describe in this section the agency's plan to secure the necessary fiscal resources for this program application.

\* Note: Agencies must validate their resources before any award can be made.

FORM E: MINORITY IMPACT STATEMENT

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code Section 8.11, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009 shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s).

- [X] The proposed grant project programs or policies could have a disproportionate or unique positive impact on minority persons. Describe the positive impact expected from this project:

Indicate which group is impacted:

- [X] Women
[ ] Asians
[X] Persons with a Disability
[ ] Pacific Islanders
[ ] Blacks
[ ] American Indians
[X] Latinos
[ ] Alaskan Native Americans
[ ] Other

- [ ] The proposed grant project programs or policies could have a disproportionate or unique negative impact on minority persons. Describe the negative impact expected from this project:

Present the rationale for the existence of the proposed program or policy:

Provide evidence of consultation of representatives of the minority groups impacted:

Indicate which group is impacted:

- [ ] Women
[ ] Asians
[ ] Persons with a Disability
[ ] Pacific Islanders
[ ] Blacks
[ ] American Indians
[ ] Latinos
[ ] Alaskan Native Americans
[ ] Other

- [ ] The proposed grant project programs or policies are not expected to have a disproportionate or unique impact on minority persons. Present the rationale for determining no impact:

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge:

Name: [Signature]
Title: Dec 5th 2013

Definitions

"Minority Persons", as defined in Iowa Code Section 8.11, mean individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability", as defined in Iowa Code Section 15.102, subsection 5, paragraph "b", subparagraph (1):b. As used in this subsection:

(1) *"Disability"* means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

*"Disability"* does not include any of the following:

(a) Homosexuality or bisexuality.

(b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.

(c) Compulsive gambling, kleptomania, or pyromania.

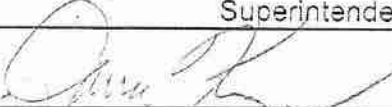
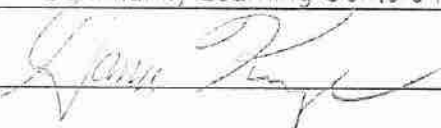
(d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency", as defined in Iowa Code Section 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.

**Certification:** As the authorized representative of the Applicant Agency, and on behalf of the 21st Century Community Learning Centers Program, I agree to fulfill all of the above agreements and conditions.

Signature of Applicant Agency Representative on behalf of the 21st Century Community Learning Centers Program	Applicant Agency Name

**Certification:** As the designated local education agency representative, I agree to fulfill all of the above agreements and conditions. In addition, I certify that the local education agency (school and district) agrees to collect and share with program partner agencies additional education achievement data, attendance and other requested data that will be necessary for the evaluation of the 21st Century Community Learning Centers Program, as may be required by the Iowa Department of Education.

Signature of Local Education Agency Superintendent	Local Education Agency Name
	Gerriswald Schools
Signature of Site Principal for Each 21 <sup>st</sup> Century Community Learning Centers-Funded Site	Site Name
	Gerriswald Schools



December 10<sup>th</sup>, 2015

Griswold Elementary Schools Elliott Iowa 51532 712-767-2221


Dear Mrs. Bruce,

On behalf of the Griswold Elementary School District, I would like to extend to you our support of the After School Program grant proposal. As a district, we are excited about the opportunity to look at different approaches to educate our children and give them and their families the support they need. The potential that this grant provides in looking at different methods to address common issues is immense. Griswold Elementary Schools has never shied away from a challenge or from change, and this proposal will give us an opportunity to address both.

Should there be need for any additional information, please do not hesitate contacting me. Also feel free to contact Mr. Horton our Elementary Principal.

Sincerely,

Jacque Howell



Jacque Howell Para Professional Elliott Elementary Elliott Iowa  
51532 712-767-2221 [jfranzen@griswoldschools.org](mailto:jfranzen@griswoldschools.org)

FORM D1: 21CCCLC APPLICATION FUNDING REQUEST SUMMARY

21CCCLC TOTAL FUNDING REQUEST (Before and/or After School and Summer Program Funds)		
Number of program sites included in this application: <u>1</u>	Total number of students being served (all sites for one year): <u>60</u>	Total three-year funding request (all sites): \$ <u>243,000</u>
	Total first-year funding request (all sites): \$ <u>81,000</u>	

FUNDING FOR EACH SITE INCLUDED IN THIS APPLICATION

NOTE: A program site may serve students from many schools. For example, a location that serves students from three (3) different schools would be considered one Program Site.

Name of Program Site	Year 1 Funding Request	Year 2 Funding Request	Year 3 Funding Request	Total Funding Request (3-year total)	Number of Students Served per site per year
<u>Griswold church of Christ</u>	\$ <u>81,000</u>	\$ <u>81,000</u>	\$ <u>81,000</u>	\$ <u>243,000</u>	<u>60</u>
	\$	\$	\$	\$	
	\$	\$	\$	\$	
	\$	\$	\$	\$	
	\$	\$	\$	\$	

TOTAL NUMBER OF STUDENTS SERVED PER YEAR: 60

FORM D2: 21ST CENTURY COMMUNITY LEARNING CENTERS GRANT PROGRAM BUDGET

Applicant Agency: Grimsfield Schools Site: Grimsfield Church of Christ

Directions: Provide a proposed budget for each proposed program site. Totals are to be listed on Form D1.

Restrictions: Please refer to Section II C of the RFA for specific budget restrictions. Number of Students Served: 670

Category	Year 1		Year 2		Year 3		Total
	Student Program	Family Literacy	Student Program	Family Literacy	Student Program	Family Literacy	
Personnel	15,750	12,000	15,750	12,000	15,750	12,000	72,150
Staff Travel	-	-	-	-	-	-	-
Materials	29,000	4,010	29,000	4,010	29,000	4,010	132,020
Professional Development (minimum 4% per year)	6,000	-	6,000	-	6,000	-	18,000
Student Access, Transportation etc. (maximum 8% per year)	5,500	-	5,500	-	5,500	-	16,500
Evaluation (about 4% per year)	3,240	-	3,240	-	3,240	-	9,720
Administrative/ Indirect Costs (maximum 8% per year)	5,500	-	5,500	-	5,500	-	16,500
Totals	64,990	16,010	64,990	16,010	64,990	16,010	243,020

Required: One form D2 per site. Please reproduce this page for each site included in the application.