



**Iowa 21<sup>st</sup> Century Community Learning Centers  
Evaluation & Sustainability Committee**

***Meeting Notes***

Tuesday, August 6, 2019

9:00 – 10:30 a.m.

Join by phone:

1-515-604-9985, passcode 123766

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• **Roll Call**

- Beth Christoffer, Allamakee
- Lynn Redenbaugh, Storm Lake
- Jenna Andrews, Beyond the Bell
- Rusty Sinclair, ERMS
- Vic Jaras, Iowa Department of Education
- Mary Lou Warner, Boys and Girls Clubs of Central Iowa
- Billy Stone, Oakridge
- Jessie Stoffel, Council Bluffs
- Crystal Hall, Iowa Afterschool Alliance
- Amy Whittington, Central Decatur

• **Upcoming APR Data Reminders**

Jessie reminded everyone that Fall 2018 data is due at the end of the month. She also referenced the template for APR data collection.

- [Template for APR Data](#)

Vic reminded the Committee that this data is tracked and reviewed at grant renewal time, so it is important to get the data in. Congress especially looks at the APR data to determine how successful the 21<sup>st</sup> Century Community Learning Centers program is. Jessie offered that the Evaluation & Sustainability Committee reach out to grantees that are not submitting their data to provide support or answer questions. Vic provides this check-in already.

- **Local Evaluation**

The Committee reviewed the local evaluation template that would be used in November of this year. Vic mentioned that the feds are looking at reducing the GPRA measures, but it will likely be years before that is enacted.

Beth noticed that the table names and the objective names do not align. ERMS will make this correction.

Beth wanted some clarification on the definition of “partner”. If vendors provide a discount, they are considered a partner. It was suggested to add some language into the local evaluation about this distinction and to change “paid” and “unpaid” partners to “partial”, “full”, or “vendor”. Vic agreed that we need to better define partnerships to benefit the whole network.

Beth also asked if anyone had received their test scores from the Iowa Assessment yet. Others on the Committee thought they wouldn't be available until October. It would be tight to turn the evaluation around by November. Vic suggested that grantees ask for an extension via email if they need one, but that they do not have to use the Iowa Assessment for their evaluation.

- **Value of In-Kind Service**

- Creating Guidance for the Network
- National Volunteer Rate (St. Mark):

[https://independentsector.org/resource/vovt\\_details/](https://independentsector.org/resource/vovt_details/)

Some programs in rural areas are only paying staff \$10-\$12/hour, so it is not realistic to apply a \$25/hour rate to program volunteers. This could also inflate your budget in your grant application. The volunteer rate could also depend on what services they offer or their education level. We want to strive for accuracy.

Crystal has a formula that she will share with Vic and Britney to discuss and then it will be brought back to the Committee for feedback.

- **Sustainability**

There should be two different letters: one asking for sponsorships (money for a program) and one asking for partnership (services for a program). Britney is going to

check with the Communications Committee to see if they have developed these materials or if they would be interested in doing so.

Someone asked if you had to report funding that comes in from sponsorships. Vic replied answered that if you didn't have it at the time of your grant application, you do not need to report or change your budget. It is considered supplemental income.

- **Best Practices for Policies and Procedures**

- Program Support Committee Survey: <https://forms.gle/RrmTkrzo1AC8AuPq8>

The Program Support Committee is trying to create a repository of best practices for policies and procedures. Please fill out the survey above and/or send files of your policies to Britney Samuelson ([bsamuelson@sppg.com](mailto:bsamuelson@sppg.com)) or Cassie Gerst in Burlington ([cgerst08@gapps.bcsds.org](mailto:cgerst08@gapps.bcsds.org)).

- **Other Items**

- Next meeting - **October 1st, 2019**
- ERMS is working on an online course for local evaluators. Michelle Rich from the Iowa Afterschool Alliance will work on this.
- Summer and Fall Institutes coming up – please register!
  - The Summer Institute will have a grant-writing workshop with a grant opportunity for attendees.
  - The Fall Institute will have a workshop on physical education with supplies to be given away.

- **Adjourn**