**OSTCP Monthly Data Collection Template**

Please use this template to report on the monthly progress of your OSTCP grant funded program.

Reports are due the first Friday of the month and should be emailed to Heidi Brown, [hbrown@sppg.com](mailto:hbrown@sppg.com)

*Dates for the year of the grant are: May 7, June 4, July 2, August 6, September 3, October 1, November 5, December 3, January 7, February 4, March 4, April 1*

Site name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person filing report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Report for the month of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Did you have any of the following changes this month?**

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| --- | --- | --- | --- |
| **Question** | **Place an X if “yes”** | **Effective Date** | **Notes/Comments** |
| *Example: New Key Personnel* | *X* | *5/1/21* | *Our New Project Coordinator is Jim Smith* |
| *Example: Additional Staff Hires* | *X* | *5/1/21* | *We have hired Susie Brown and Bob Jones to support our youth.* |
| *Example: Specific programs started or ended in this reporting period* | *X* | *6/30/21* | *We kick off our summer welding program effective June 30. The culinary experience ended June 30.* |
| New Key Personnel (Project Coordinator, Finance, Data Person, etc.) |  |  |  |
| Additional staff hires (specific program support) |  |  |  |
| New Community Partners |  |  |  |
| Specific programs started or ended in this reporting period |  |  |  |

**Questions from feds that require follow up:**

*Please respond to these questions with your initials for your site: Example, We collect the following demographic data…CB*

*Note: items in red indicate Vic’s notes and/or responses*

*BGCCI – DM, Council Bluffs – CB, and Oelwein - OEL*

|  |  |
| --- | --- |
| Data Systems | Considering the GPRA measures, have you set up an appropriate data system?  Are we collecting the SAME GPRA as 21st CCLC or will we collect distinct GPRA data?  Are you able, do you plan to collect demographic data on participants? If so, how?  We collect demographic data annual in the local evaluation. |
| Unique State Measures | Beyond the GPRA data measures, are you planning to collect other qualitative data? If so, what?  Waiting to see the data measures I will report in G5 first, then I am sure we will add additional parameters to provide a picture of what we are doing. |
| Priority for Future Competitions | When is the next state 21stCCLC competition? And how often do you run competitions? Sept 2021. We run one competition per year.  What is the process for adding a career path priority? About 95% of our programs serve elementary students by local preference. This is research based on the work of Dr. Heckman. https://heckmanequation.org/ He is a Nobel Prize winning economist who promotes the economic benefits of the return on investment for providing services to children. However, we already work with those having secondary programs to provide a career path. We will simply add language to our next RFA on this.  How do you plan to prioritize career pathways in future state 21stCCLC competitions? Yes |
| Summer Programming | Will you be offering any summer career pathway opportunities? If yes, please explain. The programs are planning this now. |
| Media | Has anyone issued a press release or posted any social media? Yes Oelwein and Council Bluffs.  Is there a media contact we should keep in touch with? Our Communications Bureau Chief talked about doing a story about the grant but I have not been contacted. |
| Subaward Progress | Are all the subawards in place? Yes. The grants began on April 1, 2021.  If not, what is the timeline? |
| Staffing | Any staffing updates? Are all the positions filled? Council Bluffs is hiring a coordinator for each high school  Is the Level of Effort been updated in G5? Not sure how to do this. |
| Community Partners | Any changes in your community partners? No. But these will probably be expanded based on our history with community partners in Iowa. |
| 21st CCLC sites  --recruitment  --family engagement | Has the project director been in touch with the 21st CCLC sites? Yes, following up on the contracts and we have another meeting scheduled this month.  What is status of your 21stCCLC sites, i.e. in person, virtual, blended? In Person  Has student recruitment begun? Not sure but from conversations, I anticipate these will begin soon for a summer program.  If not, what is the estimated timeline for recruitment of students?  Has the project reached out to the parents of the students attending the 21st CCLC program? Not sure.  If so, in what ways? What was the response? What information was provided? |
| Priorities: Rural/STEM/CS | Any changes in the status of the rural districts involved? No.  Is the STEM component of the project set? What is the status of the STEM work at this point in setting up implementation? We have multiple STEM components to involve students. |
| Other Concerns |  |

**Additional Grantee Information:**

Number of youth currently enrolled \_\_\_\_\_\_\_

Please use the space here to provide a summary of your successes, barriers, highlights, obstacles, etc.

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What additional questions or TA is needed at this time?

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