

# **Extended Learning and Integrated Student Supports (ELISS) Competitive Grant Program** **Reporting Requirements**

**Technical Assistance Webinar**  
**November 4, 2020**

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# Housekeeping

- How to ask questions
- Recording and presentation slides available via email



# Agenda

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- Required Federal DUNS/SAM & State NCGrants Reporting
- Monthly Report Feedback
- Walk through of Virtual Desk Review Protocol
- How to Submit a Budget Amendment 209
- Walk through of End-of-Grant Subgrantee Reporting Template
- Q&A for Monthly and Final Reporting



# ELISS Program

## DUNS and SAM Compliance

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***What is the mandating authority for the DUNS number and SAM registration requirement?***

Code of Federal Regulations (2CFR Subtitle A, Chapter 1, and Part 25.105 & 25.305)

***What is the actual requirement regarding DUNS number and SAM registration?***

In order to receive Federal Funds, including “other types of Federal financial assistance” an organization must have a DUNS number and maintain current registration in the SAM database. A valid DUNS number is needed to register/revalidate with SAM.



# ELISS Program

## DUNS and SAM Compliance (continued)

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***How do I register with the System Award Management (SAM) system once I have my organization's DUNS number?***

1. Go to [www.sam.gov](http://www.sam.gov)
2. Create an Individual User Account and Login
3. Click "Register New Entity" under "Register/Update Entity" on your "My SAM" page
4. Select your type of Entity
5. Select "No" to "Do you wish to bid on contracts?"
6. Select "Yes" to "Do you want to be eligible for grants and other Federal assistance?"
7. Complete "Core Data" (TIN, business type, executive compensation, etc.)
8. Complete "Points of Contact"
9. Your entity registration will become active after 3-5 days when the IRS validates your EIN information.

***If you have any difficulty the telephone number of the Federal Service Desk is 866-606-8220 or access the Federal Service Desk website: [www.fsd.gov](http://www.fsd.gov) .***



# ELISS Program

## DUNS and SAM Compliance (continued)

### CREATE USER ACCOUNT

Your CCR username will not work in SAM. You will need a new SAM User Account to register or update your entity records. You will also need to create a SAM User Account if you are a government official and need to create Exclusions or search for FOUO information.

Create User Account

### REGISTER/UPDATE ENTITY

You can register your Entity (business, individual, or government agency) to do business with the Federal Government. If you are interested in registering or updating your Entity, you must first create a user account.

Register/Update Entity

Use the SAM Status Tracker to:

### SEARCH RECORDS

All entity records from CCR/FedReg and ORCA and exclusion records from EPLS, active or expired, were moved to SAM. You can search these records and new ones created in SAM. If you are a government user logged in with your SAM user account, you will automatically have access to FOUO information.

Search Records

Need Help?

### WHAT IS SAM?

The **System for Award Management (SAM)** is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. There is **NO** fee to register for this site. Entities may register at no cost directly from this page. User guides and webinars are available under the Help tab.

#### NEWS AND ANNOUNCEMENTS

Try out SAM's new RESTful API for public registration data! [Learn more](#).

**UPDATE:** On July 14, 2014, SBA increased the monetary-based industry size standards to account for inflation. You will see an exclamation point "!" next to the 'Small Business' value for those NAICS codes impacted in your registration's Reps & Certs. Log into SAM, review, and resubmit your registration to apply the new size standard.

#### USER GUIDES/HELPFUL HINTS

Additional information, such as a full User Guide, Quick Start Guides, Helpful Hints, and Webinars are available on the HELP tab.

**Service Desk**  
URL: <http://www.FSD.gov>  
[Learn](#) how to check your SAM entity registration status.

#### FORMER CCR REGISTRANTS

If you had an active record in CCR, you have an active record in SAM. You do not need to do anything in SAM at this time, unless a change in your business circumstances requires updates to your Entity record(s) in order for you to be paid or to receive an award or you need to renew your Entity(s) prior to its expiration. SAM will send notifications to the registered user via email 60, 30, and 15 days prior to expiration of the Entity. To update or renew your Entity records(s) in SAM you will need to create a SAM User Account and link it to your migrated Entity records. You do not need a user account to search for registered entities in SAM by typing the DUNS number or business name into the search box.



# ELISS Program

## DUNS and SAM Compliance (continued)

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***What happens if my organization fails to receive a DUNS number and register in the SAM system?***

The organization will not be eligible to receive any Federal allotment/s or reimbursement funds.

***What happens if my organization does not maintain a current SAM registration?***

If the organization fails to renew their registration in a timely manner, all Federal Funds will be frozen. Funds will be released once the registration is renewed.



# ELISS Program

## Required NCGrants Reporting

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- North Carolina General Statute (G.S. 143C-6-23) requires every nongovernmental entity that receives State or Federal pass-through grant funds directly from a State agency to file annual reports on how those grant funds were used. There are three (3) reporting levels which are determined by the total direct grant receipts from all State agencies in your fiscal year.





# ELISS Program

## Required NCGrants Reporting (continued)

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- Key Elements
  - State agency disbursing grant funds to nongovernmental organization initiates reporting requirement (in this case, NCDPI, use this [LINK](#) to provide information requested)
  - Reporting and due dates based on funding levels (see chart)
  - Reports submitted by organizations are reviewed for accuracy and completeness
  - Submit reports to [NCGrants@dpi.nc.gov](mailto:NCGrants@dpi.nc.gov)



# ELISS Program

## Required NCGrants Reporting (continued)

Total Funds from All State Agencies	Reports Due Submit all reports to <a href="mailto:NCGrants@dpi.nc.gov">NCGrants@dpi.nc.gov</a> .	Reports Due Date
Level 1 \$1 - \$24,999	<ul style="list-style-type: none"> <li>• Certification</li> <li>• State Grants Compliance Reporting Receipt of &lt; \$25,000.</li> </ul>	Within 3 months of entity's fiscal year end
Level 2 \$25,000 - \$749,999	<ul style="list-style-type: none"> <li>• Certification</li> <li>• State Grants Compliance Reporting Receipt of &gt;= \$25,000</li> <li>• Schedule of Receipts and Expenditures</li> <li>• Program Activities and Accomplishments</li> </ul>	Within 3 months of entity's fiscal year end
Level 3 \$750,000 or more	<ul style="list-style-type: none"> <li>• Certification</li> <li>• State Grants Compliance Reporting Receipt of &gt;= \$25,000</li> <li>• Audit [Single Audit if &gt;= \$750,000 in federal funds or Yellow Book Audit]</li> <li>• Schedule of Federal and State Awards (May be included in the audit)</li> <li>• Program Activities and Accomplishments</li> </ul>	Within 9 months of entity's fiscal year end



# ELISS Program

## Required NCGrants Reporting (continued)

- A subgrantee's reporting threshold may change from year to year. A subgrantee's reporting date is determined by its fiscal year end and the total funding received directly from all State agencies. [Grantee Forms for Reporting on State or Federal Pass-through Grants](#) may be downloaded from the website for completion. Submit all reports to [NCGrants@dpi.nc.gov](mailto:NCGrants@dpi.nc.gov).

### Reporting Forms for NC Grants

Level 1 NGO State Grants Compliance Reporting Less than 25K 2019 [WORD](#) [PDF](#)

Level 2 NGO Schedule of Receipts and Expenditures 2019 [WORD](#)

NGO 0008 State Grant Certification-No Overdue Tax Debt [WORD](#) [PDF](#)

NGO Program Activities and Accomplishments 2019 [WORD](#)

NGO State Grant Certification and Sworn Statement 2019 [WORD](#) [PDF](#)

NGO State Grants Compliance Form Level 2 or 3 [WORD](#)



# ELISS Program

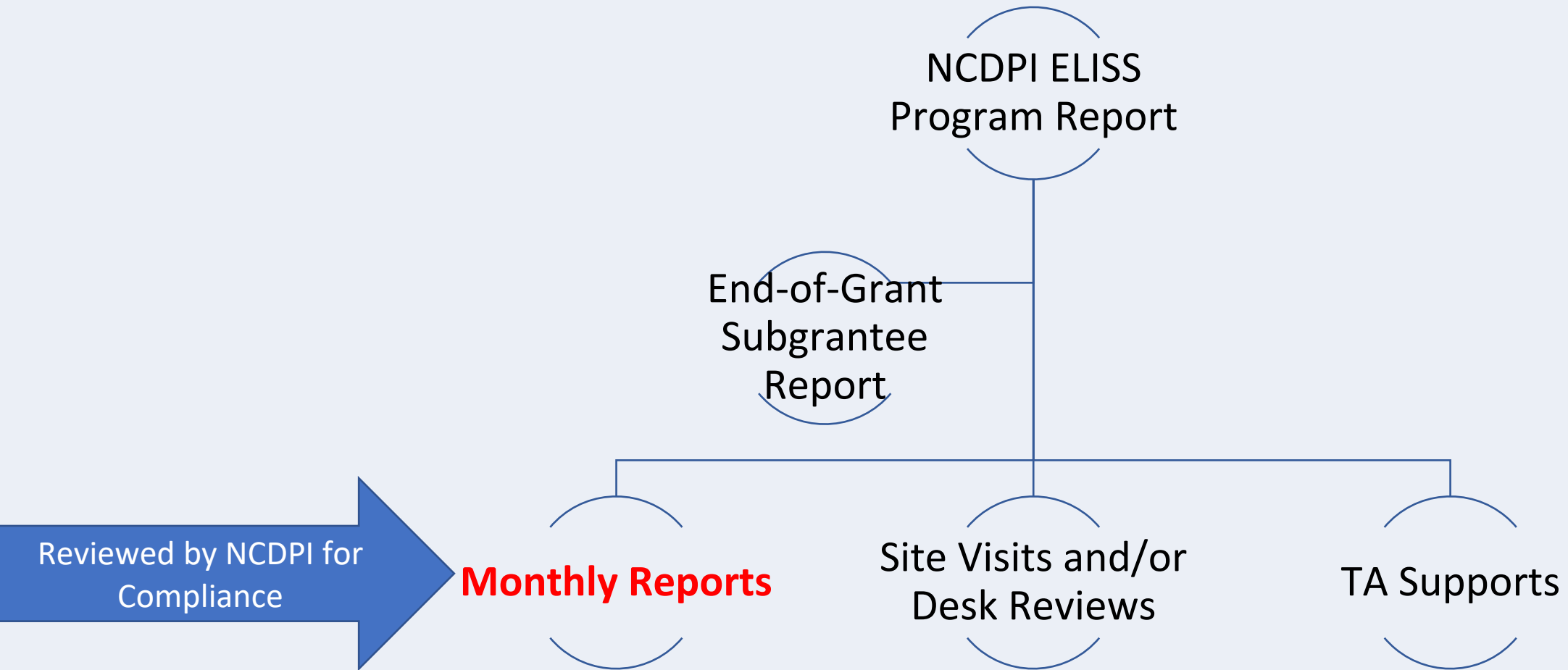
## Required NCGrants Reporting (continued)

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- Reporting thresholds pursuant to [G.S. 143C-6-23](#). Information in the table is based on the NC Office of State Budget and Management's manual, Reporting Policies and Guidelines, section 8.6.2.
- **NOTE: Failure to comply with reporting requirements will place the subgrantee's ELISS grant funds in suspension.**



# ELISS Monthly Reports



# September Report Feedback

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## Successes:

- No technical issues
- Subgrantees reached out for clarifications when needed
- Details provided to inform final report and desk reviews:
  - multiple strategies for identifying at-risk students
  - # low-performing schools and total # of schools served
  - successes/challenges of collaboration with district/schools
  - proposed matched funds



# September Report Feedback

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## Needs Improvement:

- Proposed matched funds
  - grants received under the program shall be matched on the basis of three dollars (\$3.00) in grant funds for every one dollar (\$1.00) in non-grant funds
  - matching funds may include in-kind contributions for up to fifty percent (50%) of the required match
- Average # of contact hours ELISS participants received to-date
  - ✓ Convert days to hours
  - ✓ Include only ELISS-funded participants
  - ✓ Count all student served with ELISS funds even if they only attended a few days
  - ✓ Identify the start date of your program and report cumulative counts from that date forward



# October Monthly Report

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- Guidance to help calculate average # of contact hours ELISS participants have received to-date (*How you calculate? Challenging?*)
- Did your organization use ELISS dollars to support summer programming?
- If face-to-face services provided, what is the site name and hours of operation?
- If virtual services provided, what are the days/duration/frequency of services?
- COVID-19 specific items:
  - What ways has ELISS funding helped to mitigate negative impacts of COVID-19?
  - Which factor contributes most to your organization's decisions to strengthen or relax mitigation strategies over time?
  - Impact of COVID-19 mitigation strategies and/or positive cases on staffing and/or student attendance/participation?





# ELISS Monthly Reporting

Date Link Sent to Subgrantees	Monthly Report Due Date
September 30	October 7
October 30	November 6
November 30	December 7
December 15	December 22

Monthly Reports Primarily Used  
for Compliance Monitoring



# ELISS Desk Review Protocol

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- Notification Letter sent to grantees 30 days prior to scheduled date of monitoring
- Lead Monitor will follow up via email to arrange the time of day for the virtual WebEx meeting interviews
- Prior to date of interview, Lead Monitor will review previously submitted monthly report(s), submitted Logic Model, and submitted budget to add comments to the Desk Review Instrument
- Virtual Interviews can add context and clarify any remaining questions
- Completed Desk Review Report will be sent to grantees within **10 days** of the date of monitoring



# Desk Review Instrument Updates

Added in “Sample Evidences” for each compliance strand

Also added in checkboxes for each Indicator to denote whether the program “Meets Requirements,” “Meets Requirements with Recommendation(s),” or has a “Finding(s)”.

ELISS Compliance Categories							
<b>PART A: Program Implementation</b>							
ELISS programs must be managed as described in the approved project focusing on serving (i) at-risk students not performing at grade level as demonstrated by statewide assessments or not on-track to meet year-end expectations as of March 16, 2020, as demonstrated by existing indicators, including teacher identification, (ii) students at risk of dropout, and (iii) students at risk of school displacement due to suspension or expulsion as a result of antisocial behaviors. <i>(Section 3.3(18))</i>							
Sample Evidences:							
Proposed Feeder School and Low-Performing Status Document	Enrollment Forms/Attendance Records	Submitted Monthly Reports	Logic Models	Approved Application Addendums	Documented Communication with Feeder Schools	Approved Programmatic Amendments	Programmatic Schedule with Student Contact Hours
Indicator	Description	Comments				Final Rating	
A.1	Grantee focuses services and programs in schools that are designated as Low-Performing, pursuant to G.S. 115C-105.37.					<input type="checkbox"/> Meets Requirements <input type="checkbox"/> Meets Requirements with Recommendation(s) <input type="checkbox"/> Finding(s)	
A.2	Grantee implements the program type (Extended Learning, Integrated Student Supports, or Both) as described in approved application addendum or most recent approved programmatic amendment.					<input type="checkbox"/> Meets Requirements <input type="checkbox"/> Meets Requirements with Recommendation(s) <input type="checkbox"/> Finding(s)	
A.3	Program targets and enrolls students defined as at-risk per the legislation.					<input type="checkbox"/> Meets Requirements <input type="checkbox"/> Meets Requirements with Recommendation(s) <input type="checkbox"/> Finding(s)	
A.4	Program serves projected number of students and/or average number of contact hours according to the description in the approved project.					<input type="checkbox"/> Meets Requirements <input type="checkbox"/> Meets Requirements with Recommendation(s) <input type="checkbox"/> Finding(s)	
<b>PART B: Response to the COVID-19 Pandemic</b>							
ELISS programs must demonstrate awarded funds were used to provide necessary and appropriate relief and assistance from the effect of COVID-19; specifically, to serve students whose learning has been negative impacted by the COVID-19 pandemic. <i>(Section 4201(a)(2); Section 4204(b)(2))</i>							
Sample Evidences:							
Approved Budget 208 Form and Narrative	Approved Budget Amendment 209	ERaCA Drawdown Submissions	ERaCA Drawdown Supporting Documentation	Monthly Reports	COVID-19 Collaboration Form	Equipment Inventory	Samples of Time and Effort Documentation
Indicator	Description	Comments				Final Rating	
B.1	Program uses grant funds for necessary expenditures incurred due to the public health emergency with respect to COVID-19.					<input type="checkbox"/> Meets Requirements <input type="checkbox"/> Meets Requirements with Recommendation(s) <input type="checkbox"/> Finding(s)	



# ELISS Desk Review Interview Protocol

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## ELISS Desk Review Interview Protocol

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**Informal/Semi-structured Interviews are conducted with 1-4 pre-selected Key Staff implementing the program on the ground (e/g., after school site director, ISS Program Director, CIS staff in a sample school, Fiscal Agent or Finance Officer)**

### ***Purpose***

Review project operations, activities, enrollment, changes, expenditures, etc. to provide additional context to evidences reviewed to demonstrate compliance on the ELISS Desk Review Instrument and Feedback Report (hereafter, the Report) template. Program Administrators will ask semi-structured questions about their Program Implementation, Response to the COVID-19 Pandemic, and the organization's ELISS Services and Key Impacts on Students.

### ***Output***

Brief notes on pages below of what was learned from interview(s), which remain an internal file. Condensed notes can then be added to the ELISS Report in the comments section if needed to demonstrate compliance. Additionally, information from the interviews can be referenced in the Commendations, Recommendations, or Findings narrative section of the final Report which is provided to ELISS grantees.



# ELISS Desk Review Interview Protocol

## C. ELISS SERVICES RECEIVED AND KEY IMPACTS ON STUDENTS

<i>Question</i>	<i>Additional Questions Asked/Notes</i>
<b>C.1 Program Services</b>	
a. In addition to the key services described above (i.e., in A.2.a), what other types of activities, programs, or services are offered by your ELISS program? How do they assist students whose learning has been negatively impacted by the COVID-19 pandemic?	
b. What specific things are you doing to improve students' <b>academic outcomes</b> (e.g., grades, demonstrating proficiency of standards, etc.)? What are you learning in doing this?	
c. What specific things are you doing to improve students' <b>behavioral outcomes</b> (e.g., school attendance, attitudes, engagement, socio-emotional development, etc.)? What are you learning in doing this?	



# Desk Review Feedback Report Narrative

## Extended Learning and Integrated Student Supports (ELISS) – 2020 COVID-19 Recovery Act Desk Review Instrument and Feedback Report

### ELISS Report Narrative:

Each indicator rated as Finding(s) outlines specific areas of noncompliance and provides the Action Required to meet compliance. Indicators rated as Meets Requirements with Recommendation(s) outline how basic compliance is met but provides recommendations for improvement. Responses from subgrantees are NOT required for indicators rated as Meets Requirements with Recommendation(s).

Commendations:

Recommendations:

*Strand X, Indicator XX- Description*

*Meets Requirements with Recommendation(s):*

*Actions Required: **NO RESPONSE IS REQUIRED***

Findings:

*Strand X, Indicator XX- Description*

*Finding(s):*

*Actions Required:*

*1.*

***Documentation must be received in ten business days of receiving the report.***



# How Compliance is Achieved

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- NCDPI Program Administrator can ensure a Grantee has achieved Compliance in each of the Strands via:
  - Review of Submitted Documentation
  - Observation
  - Interview Confirmation (questions now sent to grantees PRIOR to date of desk review for preparation)
- If there are no Compliance Findings, a Closing Letter will be included with the Report within 10 business days from the date of the review



# How to Respond to Findings

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- The organization must respond in writing to each item marked as Finding(s) within ten (10) business days of receipt of the report.
- The organization's response must:
  - 1) demonstrate the required action has already been addressed by including supporting documentation with the response, or
  - 2) describe a specific action plan for completing the required action with a detailed timeline and persons responsible.
- Then, a Final Closing Letter will be sent after Findings are resolved.

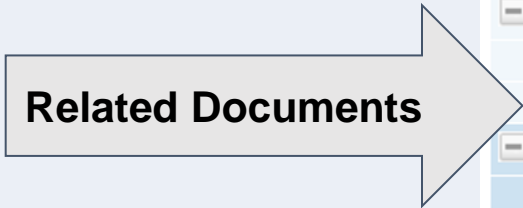




# Budget Amendment 209 Protocol









[View NCDPI History Log](#)  
[View Change Log](#)

Description ( <a href="#">View Sections Only</a> , <a href="#">View All Pages</a> )	Validation	Print <input type="checkbox"/> Select Items
All	<a href="#">Messages</a>	<a href="#">Print</a>
<input type="checkbox"/> History Log		<a href="#">Print</a>
<a href="#">History Log</a>		<a href="#">Print</a>
<a href="#">Create Comment</a>		
<input type="checkbox"/> Allotments		<a href="#">Print</a>
<a href="#">Allotments</a>		<a href="#">Print</a>
<input type="checkbox"/> Contacts		<a href="#">Print</a>
<a href="#">Contacts</a>		<a href="#">Print</a>
<input type="checkbox"/> ELISS - HB 1043	<a href="#">Messages</a>	<a href="#">Print</a>
<a href="#">Budget</a>		<a href="#">Print</a>
<a href="#">Related Documents</a>	<a href="#">Messages</a>	
<input type="checkbox"/> Assurances		<a href="#">Print</a>
<a href="#">Assurances</a>		<a href="#">Print</a>
All	<a href="#">Messages</a>	<a href="#">Print</a>



# Budget Amendment 209 Protocol

Budget Amendment 209 template found on the Related Document Section under the Optional Document:

Optional Documents		
Type	Document Template	Document/Link
Organization's Written Fiscal Procedures - TEMPLATE NOT PROVIDED [Upload up to 1 document(s)]	N/A	 <a href="#">Fiscal Policies</a>
ELISS Partnership Agreement with LEAs (Only for non-profits working in collaboration with LEAs) [Upload up to 1 document(s)]	 <a href="#">ELISS Partnership Agreements with LEAs - SAMPLE PROVIDED</a>	
ELISS Contracted Services - TEMPLATE NOT PROVIDED	N/A	 <a href="#">Independent Evaluation Contract</a>  <a href="#">ACHIEVE 3000 Contract</a>
ELISS Other Collaborative Agreements - TEMPLATE NOT PROVIDED [Upload up to 5 document(s)]	N/A	 <a href="#">Independent Evaluation Statement of Work</a>
ELISS Programmatic Amendment Form [Upload up to 4 document(s)]	 <a href="#">ELISS Programmatic Amendment Form</a>	
ELISS Budget Amendment Form FPD 209 [Upload up to 4 document(s)]	 <a href="#">ELISS Budget Amendment Form FPD 209</a>	
ELISS Voluntary Termination or Reduction Form [Upload up to 1 document(s)]	 <a href="#">ELISS Voluntary Termination or Reduction Form</a>	



DEPARTMENT OF PUBLIC INSTRUCTION  
 Extended Learning and Integrated Student Supports (ELISS) Program  
 Form 209 - AMENDMENT REQUEST (Revised August 3, 2020)

Organization Name (enter in shaded cell below):	Unit Number	Cohort #	Project Period	Beginning	Ending	Budget Award
Account Classification	Codes	Previously Approved Amount	Increases	Decreases	Revised Budget	
Social Work & Attendance - Salary - Instruct. Support I - Reg.	5320-133-131					\$0.00
Social Work & Attendance - Salary - Specialist (School-Based)	5320-133-146					\$0.00
Social Work & Attendance - Staff Dev. Participant Pay	5320-133-196					\$0.00
Social Work & Attendance - Staff Development Instructor	5320-133-197					\$0.00
Social Work & Attendance - Employer's Soc Sec - Regular	5320-133-211					\$0.00
Social Work & Attendance - Employer's Retirement - Regular	5320-133-221					\$0.00
Social Work & Attendance - Other Retirement Cost	5320-133-229					\$0.00
Social Work & Attendance - Employer's Hospitalization Ins	5320-133-231					\$0.00
Social Work & Attendance - Employer's Workers' Comp Ins	5320-133-232					\$0.00
Social Work & Attendance - Employer's Unemployment Ins	5320-133-233					\$0.00
Social Work & Attendance - Employer's Dental Ins Cost	5320-133-234					\$0.00
Social Work & Attendance - Employer's Life Insurance Cost	5320-133-235					\$0.00

**Any adjustments made to previously approved line-items must equal out at the end of the template (increases must equal decreases!)**

Transportation - Workshop Exp/Allowable Travel	6550-133-312				\$0.00	
Transportation - Pupil Transportation - Contract	6550-133-331		3000		\$3,000.00	
Transportation - Gas/Diesel Fuel	6550-133-423		2535		\$2,535.00	
			\$161,392.00	\$ 7,860.00	\$ 7,860.000	\$161,392.00



# Budget Amendment 209 Narrative

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Each line-item that is increased or decreased should include a narrative justification (example below):

5350-133-121 Extended Day/Year Instr-Salary Teacher \$100,800 Decrease \$7,860

The Extended Learning program supported our Remote Learners that qualified through school recommendation. This program operated from 7:45 to 3:00pm with an option of after school through 5:30pm. Wilson County Elementary Schools returned to 4 days each week of face-to-face instruction on October 22, 2020. The Extended Learning after school program will operate from 2:30-6:00pm (5) days each week. The qualified Extended Learning middle school student have remained in Remote Learning. The number of hours for ELISS teachers has decreased from 35 hours each week to 15-18 hours each week during after school 2:30-6:00pm. Decreasing our expenses by \$7,860



# Budget Amendment 209 Protocol

## Submission Steps:

1. Change Status to “Revision Started”
2. Upload the Budget 209 template/narrative
3. Change Status to “Revision Completed”
4. Change Status through “Fiscal Representative Approved” and “Chief Administrator Approved”
5. NCDPI Program Administrator Reviewed and denotes approval in the History Log
6. NCDPI Division Approval

Application Status: NCDPI ELISS - HB 1043 Division Administrator Approved

Change Status To: Revision Started



# Walk Through of Final End-of-Grant Subgrantee Report Template



## NC Extended Learning and Integrated Student Supports (ELISS) Grant: 2020 End-of-Grant Final Report Template

[Note: This report should be completed and uploaded into CCIP in a Word or PDF document on or before December 15, 2020]

Subgrantee Name	
LEA(s)/Charter School(s)	
Focus	<input type="checkbox"/> Extended Learning <input type="checkbox"/> Integrated Student Supports
Award Amount	\$

### A. Program Description

Number of Students Projected to be Served by ELISS grant		Total Number of Students Served by ELISS grant (July – December 2020)	
Targeted Grade-Levels of Students	<input type="checkbox"/> Elementary School Students <input type="checkbox"/> Middle School Students <input type="checkbox"/> High School Students		
# of schools served with ELISS-funded extended learning/afterschool services (EL)	<input type="checkbox"/> N/A <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> 14 <input type="checkbox"/> 15 <input type="checkbox"/> 16 <input type="checkbox"/> 17 <input type="checkbox"/> 18+		
# of schools served with ELISS-funded integrated student support services (ISS)	<input type="checkbox"/> N/A <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> 14 <input type="checkbox"/> 15 <input type="checkbox"/> 16 <input type="checkbox"/> 17 <input type="checkbox"/> 18+		
Program Summary			

### B. Students Served by ELISS funds

At-Risk Characteristics of Focus	<input type="checkbox"/> At risk students not performing at grade level as demonstrated by statewide assessments or not on-track to meet year-end expectations as of March 16, 2020, as demonstrated by existing indicators, including teacher identification <input type="checkbox"/> Students at risk of dropping out <input type="checkbox"/> Students at risk of school displacement due to suspension or expulsion as a result of anti-social behaviors
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B.1. How did your program identify the at-risk students it served with ELISS-funding?

B.2. To what extent was your ELISS-funded program able to serve the number of students projected?

### C. ELISS Services Received

C.1. What types of services did your ELISS-funded program provide?

C.2. To what extent did students participate in and/or receive the ELISS-funded services your program provided?

### D. Statement of Key Impacts on Students

D.1. To what extent did your ELISS students, parents, or feeder schools report positive academic or behavioral impacts?

And/or

D.2. To what extent did students served by the ELISS program improve in terms of their academic and/or behavioral performance?

### E. Mitigation of Negative COVID-19 Impacts

E.1. In what ways did your ELISS-funded program help to mitigate negative COVID-19 impacts for students, families, and/or schools in your community?



# Walk Through of Final End-of-Grant Subgrantee Report Template

## Planning considerations:

- What is the timeline for your data collection efforts?
- How do I summarize data across sites?
- Who is responsible for completing the report?
- What do I do if I have questions about the reporting process?

**NC Extended Learning and Integrated Student Supports (ELISS) Grant: 2020 End-of-Grant Final Report Template**

[Note: This report should be completed and uploaded into CCIP in a Word or PDF document on or before December 15, 2020.]

Subgrantee Name: \_\_\_\_\_  
 LEAP/Charter School(s): \_\_\_\_\_  
 Focus:  Extended Learning  Integrated Student Supports  
 Award Amount: \$: \_\_\_\_\_

**A. Program Description**

Number of Students Expected to be Served by ELISS grant	Total Number of Students Served by ELISS grant (July - December 2020)
Targeted Grade Levels of Students	
<input type="checkbox"/> Elementary School Students	<input type="checkbox"/> Middle School Students
<input type="checkbox"/> High School Students	
# of schools served with ELISS-funded extended learning/after-school services (E1)	
# of schools served with ELISS-funded integrated student support services (IS)	

Program Summary

**B. Students Served by ELISS funds**

**At-Risk Characteristics of Focus**

At risk students not performing at grade level as demonstrated by statewide assessments or not on track to meet year-end expectations as of March 16, 2020, as demonstrated by existing indicators, including teacher identification

Students at risk of dropping out

Students at risk of school displacement due to suspension or expulsion as a result of anti-social behaviors

B.1. How did your program identify the at-risk students it served with ELISS funding?

B.2. To what extent was your ELISS-funded program able to serve the number of students projected?

**C. ELISS Services Received**

C.1. What types of services did your ELISS-funded program provide?

C.2. To what extent did students participate in and/or receive the ELISS-funded services your program provided?

**D. Statement of Key Impacts on Students**

D.1. To what extent did your ELISS students, parents, or feeder schools report positive academic or behavioral impacts?

And/or

D.2. To what extent did students served by the ELISS program improve in terms of their academic and/or behavioral performance?

**E. Mitigation of Negative COVID-19 Impacts**

E.1. In what ways did your ELISS-funded program help to mitigate negative COVID-19 impacts for students, families, and/or schools in your community?



# Walk Through of Final End-of-Grant Report Template

## Top Section:

- Subgrantee Name
- LEA(s)/Charter School(s)
- EL, ISS, or EL + ISS
- Award Amount



## NC Extended Learning and Integrated Student Supports (ELISS) Grant: 2020 End-of-Grant Final Report Template

[Note: This report should be completed and uploaded into CCIP in a Word or PDF document on or before December 15, 2020]

Subgrantee Name	<input type="text"/>
LEA(s)/ Charter School(s)	<input type="text"/>
Focus	<input type="checkbox"/> Extended Learning <input type="checkbox"/> Integrated Student Supports
Award Amount	\$ <input type="text"/>





# Walk Through of Final End-of-Grant Report Template

## Section A. Program Description:

- Number of students proposed to be served
- Total number of students served
- Targeted grade-levels of students
- Number of schools served (EL and ISS)
- Program Summary

**A. Program Description**

Number of Students Projected to be Served by ELISS grant	■	Total Number of Students Served by ELISS grant (July – December 2020)	■
Targeted Grade-Levels of Students	<input type="checkbox"/> Elementary School Students <input type="checkbox"/> Middle School Students <input type="checkbox"/> High School Students		
# of schools served with ELISS-funded extended learning/afterschool services (EL)	<input type="checkbox"/> N/A <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8		
	<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> 14 <input type="checkbox"/> 15 <input type="checkbox"/> 16 <input type="checkbox"/> 17 <input type="checkbox"/> 18+		
# of schools served with ELISS-funded integrated student support services (ISS)	<input type="checkbox"/> N/A <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8		
	<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> 13 <input type="checkbox"/> 14 <input type="checkbox"/> 15 <input type="checkbox"/> 16 <input type="checkbox"/> 17 <input type="checkbox"/> 18+		
<b>Program Summary</b>			



# Walk Through of Final End-of-Grant Report Template

## Section B. Students Served by ELISS Funds:

- Which “at-risk characteristic” was the focus of your ELISS grant?
- How did your program identify the at-risk students it served with ELISS funding?
- To what extent was your ELISS-funded program able to serve the number of students projected?

### B. Students Served by ELISS funds

At-Risk Characteristics of Focus	
	<input type="checkbox"/> At risk students not performing at grade level as demonstrated by statewide assessments or not on-track to meet year-end expectations as of March 16, 2020, as demonstrated by existing indicators, including teacher identification
	<input type="checkbox"/> Students at risk of dropping out
	<input type="checkbox"/> Students at risk of school displacement due to suspension or expulsion as a result of anti-social behaviors

*B.1. How did your program identify the at-risk students it served with ELISS-funding?*

*B.2. To what extent was your ELISS-funded program able to serve the number of students projected?*



# Walk Through of Final End-of-Grant Report Template

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## Section C. ELISS Services Received:

- What types of services did your ELISS-funded program provide?
- To what extent did students participate in and/or receive the ELISS-funded services your program provided?



# Walk Through of Final End-of-Grant Report Template

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## Section D. Statement of Key Impacts on Students:

- To what extent did your ELISS students, parents, or feeder schools report positive academic or behavioral impacts?  
and/or
- To what extent did students served by the ELISS program improve in terms of their academic and/or behavioral performance?



# Walk Through of Final End-of-Grant Report Template

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## **Section E. Mitigation of Negative COVID-19 Impacts:**

- In what ways did your ELISS-funded program help to mitigate COVID-19 impacts for students, families, and/or schools in your community?



# Final End-of-Grant Report Questions?

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# Key Dates...

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- **November 18, 2020-** ELISS TA Virtual Office Hours 1pm-2pm
- **December 2, 2020-** ELISS TA Webinar End-of-Grant Sub-grantee Report
- **December 9, 2020-** ELISS TA Virtual Office Hours 1pm-2pm
- **December 15, 2020** – Evaluation Report Due to NCDPI
- **December 30, 2020-** Cut off for Expenditures Related to the ELISS Program
- **January 13, 2021-** ***Final Date to make a Reimbursement Submission for expenditures incurred PRIOR to December 30th in the ERaCA system; AND supporting financial Documentation due on the SAME DAY***



# Remaining Questions?

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# Contact information

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**Federal Program Monitoring and Support**

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