

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

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

PROGRAM ELEMENTS:

ASSETS programs should contain the following program elements:

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

KEY PROGRAM REQUIREMENTS:

Every ASSETS program should adhere to the following:

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

FISCAL OPERATIONS:

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

REPORTING REQUIREMENTS:

Grantees will be expected to report the following:

- The number of pupils expected to attend the program on a regular basis;
- The average hours of attendance per pupil;
- School day and ASSETs program attendance rates;
- The percentage of pupils expected to attend the program less, more, and equal to three days a week;

MONITORING FOR GRANT REDUCTION OR TERMINATION:

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

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

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

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

EVALUATION REQUIREMENTS:

CDE requires all grantees to undergo a periodic evaluation to assess the program's progress toward achieving the goal of providing high-quality opportunities for academic enrichment and overall student success. Results of these evaluations shall be:

- Used to refine, improve, and strengthen the program or activity, and to refine the performance measures, and
- Made available upon public request, with public notice of such availability provided

TECHNICAL ASSISTANCE

The OCDE System of Support for Expanded Learning (SSEL) Team provides technical assistance to all Orange County Grantees. If technical assistance is needed please contact your local SSEL team members.

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