



For questions regarding this summary, contact:
 Student Services, Prevention, and Wellness (608) 266-8960

GENERAL INFORMATION		
Community Learning Center Site <i>School Name</i>	Grant Project Contact Name <i>First & Last</i>	Date Completed <i>Mo./Day/Yr.</i>
Granted Agency	Grant Project Contact Email	

Participants in the Self-Assessment *Names and Titles or Roles*

A. VISION, MISSION, AND GOALS

Use the following rating scale to select the response that best characterizes this Community Learning Center (CLC):

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. The majority of students served attend a school with a socio-economic disadvantage rate of at least 40 percent.		<input type="checkbox"/> Attendance records <input type="checkbox"/> Other:	
2. The program provides services to a significant portion of the students with the greatest need for academic support and youth development.		<input type="checkbox"/> Attendance, academic, and behavioral records <input type="checkbox"/> Registration or teacher referral forms <input type="checkbox"/> Other:	
3. The program provides academic and other services to at least the minimum number of students as outlined in the grant application's Terms and Conditions.		<input type="checkbox"/> Attendance records <input type="checkbox"/> Other:	
4. The program provides services for at least 10 hours per week.		<input type="checkbox"/> Program implementation records <input type="checkbox"/> Other:	
5. The program provides services for at least 115 days during the school year.		<input type="checkbox"/> Program implementation records <input type="checkbox"/> Other:	
6. If the program charges fees, the fees are nominal and do not prohibit any family from participating due to their financial situation.		<input type="checkbox"/> Records of sliding scale of fees and scholarships <input type="checkbox"/> Registration form <input type="checkbox"/> Other:	

* Although not a condition of the grant award, this represents a promising practice of CLC programs.

B. LEADERSHIP AND STAFF

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. If the program uses volunteers, the program recruits and uses appropriately qualified individuals.		<input type="checkbox"/> Records of hiring procedures, including background check policies <input type="checkbox"/> Other:	
2. Staff and others are fully prepared to provide program services.		<input type="checkbox"/> Staff evaluations <input type="checkbox"/> Other:	
3. Ongoing professional development is provided for all involved in program implementation.*		<input type="checkbox"/> Training records and plans <input type="checkbox"/> Other:	

C. FINANCIAL MANAGEMENT AND SUSTAINABILITY

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. The program is coordinated with other federal, state, and local programs to make effective use of resources.		<input type="checkbox"/> Records demonstrating coordination, including in-kind donations <input type="checkbox"/> Other:	
2. All funds are used in a manner consistent with the purpose of the CLC program.		<input type="checkbox"/> Fiscal records (i.e., expenditures align with most recently DPI-approved budget) <input type="checkbox"/> Written fiscal policies and procedures <input type="checkbox"/> Inventory records (e.g., tangible items that include technology purchases, large supply purchases greater than \$1,000, etc.) <input type="checkbox"/> Contracts for services <input type="checkbox"/> Other:	
3. Strategies are in place to sustain the program after grant funding ends.		<input type="checkbox"/> Records of community outreach and fund-raising activities <input type="checkbox"/> Other:	

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D. PROGRAM IMPROVEMENT

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. The program evaluation results are used to assess, refine, improve, and strengthen the program, and to refine the performance measures.		<input type="checkbox"/> Documented application of evaluation results <input type="checkbox"/> Other:	
2. The public is made aware of the availability of evaluation results.		<input type="checkbox"/> Documented process for public notice <input type="checkbox"/> Other:	
3. The program complies with the self-assessment requirements by year.		<input type="checkbox"/> Documented self-assessment results <input type="checkbox"/> Other:	
4. Program evaluations provide clear evidence of positive impact on academic achievement for a significant portion of regular attendees.*		<input type="checkbox"/> Program evaluation results, including Annual Performance Report (21APR) <input type="checkbox"/> Other:	
5. Program evaluations provide clear evidence of positive impact on behavior or other measurable youth development outcomes for a significant portion of regular attendees.*		<input type="checkbox"/> Program evaluation results, including 21APR <input type="checkbox"/> Other:	
6. Program evaluations provide clear evidence of positive impact on actively and meaningfully engaging adult family members of CLC students in their children's education, including opportunities for literacy and related educational development.*		<input type="checkbox"/> Program evaluation results <input type="checkbox"/> Other:	

E. STUDENT PROGRAMMING: DIVERSITY OF PROGRAMMING; ACADEMIC ENRICHMENT; SOCIAL AND EMOTIONAL LEARNING; VOICE, CHOICE, AND LEADERSHIP

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

1. The program provides at least one type of academic enrichment programming.		<input type="checkbox"/> Program implementation records <input type="checkbox"/> Other:	
2. The program provides at least two additional types of services, programs, and/or activities that contribute to overall student success.		<input type="checkbox"/> Program implementation records <input type="checkbox"/> Other:	
3. The program uses best practices, including research or evidence-based practices for out-of-school time.		<input type="checkbox"/> Program records <input type="checkbox"/> Other:	
4. The program intentionally embeds opportunities for youth to develop and practice social and emotional competencies.*		<input type="checkbox"/> Program implementation records <input type="checkbox"/> Other:	

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E. STUDENT PROGRAMMING: DIVERSITY OF PROGRAMMING; ACADEMIC ENRICHMENT; SOCIAL AND EMOTIONAL LEARNING; VOICE, CHOICE, AND LEADERSHIP (cont'd)

	Rating	Evidence	DPI Notes
5. Program participants are involved in choosing and/or planning program activities.*		<input type="checkbox"/> Documented process to involve youth <input type="checkbox"/> Other:	

F. PROGRAM ENVIRONMENT

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. All program activities take place in a safe and easily accessible facility.		<input type="checkbox"/> Site inspection records <input type="checkbox"/> Other:	
2. Students in the program travel safely to and from the center and home. Safe transportation is not a barrier to any students.		<input type="checkbox"/> Transportation plan or services documents <input type="checkbox"/> Other:	
3. The program is accessible to individuals with disabilities.		<input type="checkbox"/> Site inspection records <input type="checkbox"/> Program records of adaptations to serve students with disabilities <input type="checkbox"/> Other:	

G. COMMUNITY COLLABORATION

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. The program is carried out by a partnership of at least one community-based organization and other public or private entities where appropriate.		<input type="checkbox"/> Partnership records <input type="checkbox"/> Private School Affirmation Form <input type="checkbox"/> Other:	
2. Information about the CLC is disseminated to the community in an understandable and appropriate manner.		<input type="checkbox"/> Dissemination examples <input type="checkbox"/> Distribution records <input type="checkbox"/> Other:	

H. PARTNERSHIP WITH SCHOOL

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. The program is carried out in active collaboration with the school(s) the students attend.		<input type="checkbox"/> Records of school personnel involvement <input type="checkbox"/> Other:	
2. The site consults with private schools about grant opportunities and availability of services for private school students.		<input type="checkbox"/> Records of consultation with private schools <input type="checkbox"/> Private School Affirmation Form <input type="checkbox"/> Other:	
3. Academic services are clearly aligned with the school's instruction and challenging state and local standards.		<input type="checkbox"/> Summary of alignment of school curriculum and CLC academic services <input type="checkbox"/> Other:	

I. FAMILY ENGAGEMENT

Use the following rating scale to select the response that best characterizes this Community Learning Center:

1 = Completely 2 = To some degree 3 = Not at all NA = Don't know/not applicable

	Rating	Evidence	DPI Notes
1. The program provides opportunities for families to engage in their children's education.		<input type="checkbox"/> Program implementation records <input type="checkbox"/> Other:	
2. Parents/Guardians are actively involved in planning and implementing the program.*		<input type="checkbox"/> Planning records <input type="checkbox"/> Other:	

COMMENTS ON ASSESSMENT RESULTS

* Although not a condition of the grant award, this represents a promising practice of CLC programs.