



W I S C O N S I N D E P A R T M E N T O F  
**PUBLIC INSTRUCTION**

**Process for Monitoring Average Daily Attendance (ADA) Compliance for CLC Programs**

Status	Issue	Actions Taken	Possible Results
<p><b>First instance of non-compliance:</b> Mid-year report (January)/Yearly Program Report (May)</p>	<p>Grantee not meeting required minimum number of ADA required by funding tier</p>	<ul style="list-style-type: none"> <li>• Notification sent to Applicant Agency, principal, and program coordinator notifying them of non-compliance</li> <li>• Grantee required to submit improvement plan to DPI</li> <li>• Additional technical assistance offered to grantee by DPI in support of improvement plan</li> </ul>	<ul style="list-style-type: none"> <li>• Grantee in compliance at end of term. Notification sent to Applicant Agency, principal, and program coordinator notifying them of return to compliance status.</li> <li>• Continued non-compliance see actions below</li> </ul>
<p><b>Second instance of non-compliance:</b> Mid-year report (January)/Yearly Program Report (May)</p>	<p>Grantee not meeting required minimum number of ADA required by funding tier for <i>second term</i></p>	<ul style="list-style-type: none"> <li>• Notification sent to Applicant Agency, principal, and program coordinator notifying them of continued non-compliance</li> <li>• Grantee submits an update on progress made in implementing improvement plan</li> </ul>	<ul style="list-style-type: none"> <li>• Grantee in compliance at end of term. Notification sent to Applicant Agency, principal, and program coordinator notifying</li> </ul>

		<ul style="list-style-type: none"> <li>• Additional technical assistance offered to grantee by DPI in support of improvement plan</li> <li>• Funds eligible for carry over from period that program was not in compliance may be captured by DPI</li> </ul>	<p>them of return to compliance status.</p> <ul style="list-style-type: none"> <li>• Continued non-compliance see actions below</li> </ul>
<p><b>Third instance of non-compliance:</b> Mid-year report (January)/Yearly Program Report (May)</p>	<p>Grantee not meeting required minimum number of ADA required by funding tier for <i>third term</i></p>	<ul style="list-style-type: none"> <li>• Notification sent to Applicant Agency, principal, and program coordinator notifying them of continued non-compliance and reduction of grant award</li> <li>• Grant award may be reduced by one funding tier</li> <li>• New grant award issued</li> </ul>	<ul style="list-style-type: none"> <li>• Grantee in compliance with ADA for the adjusted funding tier</li> <li>• Grantee does not meet minimum ADA for new funding tier. In this case, continued monitoring and technical assistance will be required and the tier may be further reduced.</li> </ul>

**\*\*\* Please Note: DPI reserves the right to limit access to eligible carry-over funds due to non-compliance status \*\*\***