



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

**Guidance Related to Coronavirus (COVID-19):
Title IV, Part B
Nita M. Lowey 21st Century Community Learning Centers
Frequently Asked Questions
(March 26, 2020)**

Background

As a part of the District of Columbia's response to coronavirus (COVID-19), the Office of the State Superintendent of Education (OSSE) is offering this policy document regarding the operation of Nita M. Lowey 21st Century Community Learning Centers. This guidance is not intended to supersede any local or federal regulations.

Scope

This document contains guidance specifically related to the functioning and operation of Nita M. Lowey 21st Century Community Learning Centers. This document generally constitutes informal guidance and does not impose any additional requirements beyond those included in applicable federal regulations.

Effective Date

This guidance was issued on March 26, 2020 and will remain in effect until further notice.

Policy Guidance

The 21st Century Community Learning Centers (21st CCLC) are intended to provide out-of-school time activities to reinforce and complement the regular academic programs of the schools attended by the students served. OSSE acknowledges that 21st CCLC programs are operating in a rapidly changing environment under unprecedented circumstances. The following guidance is intended to provide clarity on questions and concerns OSSE has received regarding the 21st CCLC program during the COVID-19 public health emergency.

Frequently Asked Questions

Q1: Can 21st CCLC programming occur during the distance learning period?

A: Yes, 21st CCLC grantees may implement distance enrichment programs, where possible, and also use this time to prepare and plan for future programming during this academic year and into the summer.

Distance enrichment programs to target students' academic needs may be offered online, by telephone, or through home delivery of program materials. To the extent possible, distance enrichment programming should align with the distance learning plans of the schools your students attend. Programs must also abide by the [Family Education Rights and Privacy Act](#) (FERPA) when delivering virtual services.

Q2: May 21st CCLC programs continue to pay program staff during the distance learning period?

A: 21st CCLC program staff may continue to be paid with 21st CCLC grant funds for work aligned to their approved program goals, including remote work. Examples of allowable 21st CCLC activities during distance learning related to COVID-19 include but are not limited to:

Academic Planning + Delivery

- Curriculum development or modifications
- Distance learning planning
- Lesson plan development or modifications

Human Capital

- Professional development for staff
- Staff duties and responsibilities assigned to ensure program continuity
- Staff support to meal distribution sites

Program Management

- Activities to meet state and/or federal reporting requirements
- Program amendments
- Fiscal year 2021 program planning
- Program data entry and/or validation
- Virtual staff meetings

OSSE is committed to being flexible and accommodating where possible to support revised approaches to programming aligned to grantees' approved program goals.

Q3: Will grantees be required to meet grant requirements regarding program participation and program hours of operation?

A: OSSE will make reasonable and fair accommodations if grantees are unable to meet program goals and requirements due to the COVID-19 crisis.

Q4: Will additional 21st CCLC funds be made available to support additional costs such as extended hours, equipment or materials?

A: At this point, OSSE does not have access to or plans to provide additional 2019-20 school year funds for 21st CCLC grantees.

Q5: What data and documentation should grantees collect during the distance learning period?

A: Programs are encouraged to maintain a record of activities implemented during the District's modified operating schedule due to COVID-19. Documentation should include daily records for individual staff, including hours worked and all duties performed, programs offered and student attendance, if applicable. For the purposes of program reporting, OSSE will take into consideration the impacts of COVID-19 on programs' relevant goals and objectives.

Q6: Will OSSE process reimbursements during the distance learning period?

A: To the extent possible, OSSE will continue to process reimbursements in accordance with the District of Columbia Quick Payment Act. At OSSE's discretion, additional documentation may be requested to support any program offerings or worked performed during the District's modified operating status due to COVID-19.

Federal “supplement, not supplant” provisions continue to apply to all expenditures (i.e., 21st CCLC funds may only be used to supplement existing federal, state, and local sources of funds, and should not be used to supplant/replace them.)

Q7: Will OSSE still release the 2020-21 CCLC grant in spring 2020?

OSSE plans to release the 2020-21 school year 21st CCLC competition by May 2020. Further information, including Notices of Funding Availability and Requests for Applications, will be available in the DC Register, LEA Look Forward, DC Office of Partnerships and Grant Services, and on the OSSE website.

Questions

If you have questions related to this guidance, please contact Tanisha L. Brown, Interim Director, Community Learning and School Supports, at Tanisha.Brown@dc.gov or (202) 741-4699.

For resources and additional information about the District of Columbia Government’s response to coronavirus (COVID-19), please visit coronavirus.dc.gov.