

System of Support for Expanded Learning Assurances: Expanded Learning Opportunities Program Technical Assistance

As a condition of funding, the System of Support for Expanded Learning (SSEL) Grantee hereby agrees to comply with: (1) the following Specific Assurances for the SSEL Expanded Learning Opportunities Program (ELO-P) Technical Assistance Funding (TA); (2) the SSEL Assurances located on the CDE web page at <https://www.cde.ca.gov/ls/ex/documents/sselassurances.pdf> (SSEL Assurances); and (3) the General Assurances required for all California Department of Education (CDE) grants located on the CDE Funding Forms web page at <https://www.cde.ca.gov/fq/fo/fm/ff.asp>.

The following Specific Assurances must be signed by an Authorized Representative of the SSEL Grantee and submitted to the CDE as part of the grant award notification process. The SSEL Grantee is also required to retain an executed copy of these Specific Assurances for their records. SSEL Grantees must also print and retain on file a copy of the General Assurances for their records and for audit purposes; however, the General Assurances need not be signed or submitted to the CDE. SSEL Grantees should also have on file a signed copy of the SSEL Assurances, previously signed and submitted to the CDE.

Specific Assurances for the System of Support for Expanded Learning: Expanded Learning Opportunities Program Technical Assistance

1. Authority: The Authorized Representative represents that she/he is an officer or executive of the SSEL Grantee has the power and authority to execute these Specific Assurances and ensure Grantee compliance with them.
2. SSEL Renewal Application: The SSEL Grantee shall comply with the terms and “spirit” of the SSEL Renewal Application.
3. SSEL Assurances: The SSEL Grantee shall comply with the terms of the SSEL Assurances.
4. The SSEL Grantee shall provide TA, evaluation, and training services to support program improvement, in coordination with activities described in California *Education Code (EC)* sections 46120(d)(8) and 8483.55.

Training and support shall include, but is not limited to, supporting local educational agencies (LEAs) with leveraging multiple funding initiatives to

support expanded learning, including, but not limited to, community schools, school meal programs, and California state preschool programs.

5. The SSEL Grantee shall align ELO-P TA and supports with the annual county lead work plan (required under the SSEL Renewal Application) by completing an ELO-P Plan Addendum, based on a template to be provided by the CDE, and expand services to support ELO-Ps. The purpose of the county lead work plan is to directly support programs in building the capacity of ELO-Ps to meet all program requirements specified in statute and promote high-quality programs and services as described in the Quality Standards for Expanded Learning in California for the county/counties the SSEL Grantee will serve. CDE will have final approval of the ELO-P Plan Addendum.
6. Budgets and Reports: The SSEL Grantee must submit a budget for these ELO-P TA Funds that is reasonable and necessary given the funding and services as supplemented by the ELO-P Plan Addendum. The budget must include a detailed description of proposed costs.
 - a. The SSEL Grantee is to use grant funds to supplement, not supplant, existing funding. Funding cannot be used to replace local, categorical, or federal expenditures in place prior to the start of the grant. (EC sections 8483.5[e] and 8483.7[b])
 - b. The SSEL Grantee may charge nominal conference fees to cover minor expenses only if approved in advance by the CDE. Cancellation fees cannot be imposed.
 - c. The SSEL Grantee will use the county's indirect cost rate or a rate approved by the CDE for the appropriate fiscal year. Current indirect cost rates for LEAs are available on the CDE Indirect Cost Rates web page at <http://www.cde.ca.gov/fg/ac/ic>.
 - d. The CDE must approve any adjustment to the budget that varies any line item more than ten percent from the original approved budget.
 - e. The CDE must approve any out-of-region travel or activities that exceeds \$500.
 - f. The SSEL Grantee will submit required fiscal and program reports to the CDE for review and approval.
 - g. The SSEL Grantee will follow all fiscal reporting and auditing standards required by the CDE.
 - h. The SSEL Grantee will ensure that the budget is aligned with activities and services detailed in its county lead work plan.

- i. Expenditure reports will be prepared in accordance with the object codes in the California School Accounting Manual. The California School Accounting Manual is accessible through the CDE California School Accounting Manual web page at <http://www.cde.ca.gov/fg/ac/sa/index.asp>.
- j. The SSEL Grantee will engage with the Regional/County Team in a continuous quality improvement process to assess the impact of regional TA services. The results will be submitted to the CDE as part of a series of reports.
- k. The SSEL Grantee will promptly and accurately respond to any surveys, data submission requests or other methods of data collection requested by the CDE.
- l. The SSEL Grantee will cooperate with any visitations conducted by representatives of the state or federal government for the purpose of monitoring grant implementation and expenditures, and provide all requested documentation to the CDE personnel on request in a timely manner.

As the duly authorized agent acting on behalf of the below-indicated SSEL Grantee, I hereby understand and agree with the entirety of the above-stated terms, including but not limited to the above-specified Specific Assurances 1–6.

Print Name of Authorized Agent

Signature of Authorized Agent and Date

on behalf of:

SSEL Grantee Name