

## Partnership Restructure

A group of eligible entities may apply for and receive an After School Education and Safety Program (ASES), 21<sup>st</sup> Century Community Learning Centers (CCLC) or After School Safety and Enrichment for Teens (ASSETs) grant as a partnership or consortium. A partner listed on the grant has legal responsibility over the program. Partnerships/consortia may be restructured if all of the following conditions are met:

- (A) All partners or consortium members agree to the restructure.*
- (B) The new structure complies with the requirements of California Education Code (EC) Section 8421(f)(8) (if an ASSETs grant), or Section 8482.3(f) (if an ASES or 21<sup>st</sup> CCLC grant), as applicable.*
- (C) There is no change in the school, or schools, served by the restructured partnership or consortium.*
- (D) The department agrees to the restructure.*

### Requirements for Restructuring of a Partnership:

- For ASES programs, the program plan needs to reflect the current programming.
- For 21<sup>st</sup> CCLC and ASSETs programs, the grantees must implement the program outlined in the original grant application.
- For 21<sup>st</sup> CCLC and ASSETs programs, grantees must have a co-applicant.

### Applying for a Partnership Restructure:

The following documents must be signed and submitted by the new partner to the Expanded Learning Division by January 31:

- Complete Partnership Restructure Form (below)
- Complete Signatures and Approvals (below);
- Attach Updated Program Plan (ASES only)
- Sign and Submit Certified Assurances for your program:

### After School Education and Safety Program

- ASES Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/asescertassurances.pdf> (PDF)

### After School Education and Safety Program Frontier Transportation

- ASES Frontier Transportation Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/transcertassur.pdf> (PDF)

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### 21<sup>st</sup> Century Community Learning Centers Elementary and Middle Schools

- 21<sup>st</sup> CCLC Elementary and Middle School California *EC* Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/certassur21cclcecc13.pdf> (PDF)
- 21<sup>st</sup> CCLC Elementary and Middle School Every Student Succeeds Act Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/certassur21cclcessac13.pdf> (PDF)
- 21<sup>st</sup> CCLC Elementary and Middle School Equitable Access Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/certassur21cclceac13.pdf> (PDF) (if applicable)

### 21<sup>st</sup> Century Community Learning Centers High School After School Safety and Enrichment for Teens

- ASSETs California *EC* Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/certassurassetsecc13.pdf> (PDF)
- ASSETs Every Student Succeeds Act Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/certassur21cclcessac13.pdf> (PDF)
- ASSETs Equitable Access Certified Assurances located at <https://www.cde.ca.gov/ls/ex/documents/certassurassetseac12.pdf> (PDF) (if applicable)

The California Department of Education General Assurances and Certifications located at <https://www.cde.ca.gov/fg/fo/fm/ff.asp> must be downloaded and kept on file for audits, compliance reviews, etc.

If the partnership restructure request is granted, it will become effective in the next grant cycle beginning on July 1. The Expanded Learning Division will reflect new partnerships in ASSIST once approved by the department.

If you have any questions, please contact your Education Program Consultant which can be found located at <https://www.cde.ca.gov/ls/ex/sosexplearncontacts.asp> or the Expanded Learning Division at 916-319-0923.

Please complete required forms and mail to:

Expanded Learning Division  
California Department of Education  
1430 N Street, Suite 3400  
Sacramento, CA 95814

Email for questions:  
[ExpandedLearning@cde.ca.gov](mailto:ExpandedLearning@cde.ca.gov)

**Partnership Restructure Form**

**Add Partner:**                      **Delete Partner:**                      **Effective Date:** \_\_\_\_\_

<b>Grantee Agency Name</b>	
Grant Identification Number	
Name of Authorized Agent	
Title of Authorized Agent	
Address	
City, State, Zip Code	
Phone Number	
Email Address	

<b>Current Partner Agency Name</b>	
Name of Partner Authorized Agent	
Title of Partner Authorized Agent	
Address	
City, State, Zip Code	
Phone Number	
Email Address	

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<b>New Partner Agency Name</b>	
Name of Partner Authorized Agent	
Title of Partner Authorized Agent	
Address	
City, State, Zip Code	
Phone Number	
Email Address	

I hereby certify that I have read, acknowledge, and agree to the terms as stated on the Certified Assurances, as well as on all forms contained herein not requiring individual signature. I also certify (if applicable) that I will share equal decision-making and grant compliance with the signing co-applicant(s), including all assurances and fiscal reporting requirements. Original “wet” signatures must be made using blue ink.

For 21<sup>st</sup> CCLC and ASSETs grants, I agree to implement the program as outlined in the original grant application.

Grantee Authorized Agent Signature	Date
Current Partner Authorized Agent Signature	Date
New Partner Authorized Agent Signature	Date

## Signatures and Approvals

### Part A—School Principal Approval

The principal of each school to be served by the program must approve this application (*EC* Section 8482.3[f][2]) and commit to supporting the program (*EC* Section 8483.3[c][6]). As a partner in the application, the principal agrees to share responsibility for the planning and quality of the program (*EC* Section 8482.3[f][3]) and to operate a program on their site (*EC* Section 8482.3[f][1]) or at a site not located on the school campus that meets *EC* requirements (*EC* Section 8486).

County-District-School Code	School Name	Name of Principal	Signature of Principal

### Part B—School District Approval

The local educational agency (LEA) superintendent or charter school governing board must approve this application (*EC* Section 8482.3[f][2]). As a partner in the application, the superintendent or governing board agrees to share responsibility for the planning and quality of the program (*EC* Section 8482.3[f][3]) and to operate a program on their site(s) (*EC* Section 8482.3[f][1]) or at a site(s) not located on the school campus that meets *EC* requirements (*EC* Section 8486).

**Note:** Directly funded charter schools applying for this grant funding are not required to obtain the superintendent’s signature for approval.

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County District Code	School District Name	Name of Superintendent	Signature of Superintendent

**Part C—Certification and Designation of Applicant Agency**

The applicant agency agrees to clearly demonstrate fiscal accountability and to follow all programmatic, fiscal reporting, accountability, and auditing standards, as well as all legal and legislative requirements of state and federal funding (*EC* sections 8482.3[f][5] and 8483.3[c][9]).

For ASES, the fiscal agent must be a LEA or public agency. A “public agency” means a county board of supervisors or, if the city is incorporated, a city council (*EC* Section 8482.3[f][4]).

Agency Name	
Name of Authorized Agent	
Signature of Authorized Agent	

**Partnership Restructure Justification**

Please provide a justification for the change.

[Empty box for justification]