

Title IV-B Nina M. Lowey 21st Century Community Learning Centers Uses for COVID-19

Question:

With program shut down, can we continue to pay 21st CCLC staff?

Response from the OPI:

Yes, Montana 21st CCLC programs are encouraged to continue to pay all staff for their efforts during the shutdown to alleviate potential financial instability and hardship for employees. Staff should be assigned projects and activities related to program planning, offering virtual opportunities for programming and/or virtual professional development (PD). Work logs should be kept for accountability purposes. However, there will not be additional 21st CCLC funds allocated to support additional staff requirements.

Question:

For out-of-state conferences that are cancelled, does the credit from airlines need to be used before then end of the fiscal year?

Response from the OPI:

All travel that has been scheduled for upcoming conferences will be reimbursed through the E-grants cash request process. Cash requests should reflect the total value of the airline ticket. Upon cancellation, if a voucher is received, the value of the voucher should be abated from travel expenditure account and a pre-paid expense should be recorded. When the new travel is scheduled the pre-paid expense can be reversed and the travel expenditure account debited, including new travel costs. This ensures the travel expenditure is properly booked in the correct period as per federal regulations. Reimbursement for new travel costs will be processed through the E-grants cash request process. If you have additional questions, please contact Jay Phillips.

Question:

Will my monitoring visit still take place?

Response from the OPI:

All monitoring visits have been moved to virtual meetings. The date and time you have scheduled with Michelle will be sent to you in a formal letter stating the process for the modified

monitoring visit. Only program directors are required to attend this meeting. Authorized representatives and other program staff are welcome to join the meeting but are not required to be in attendance.

Question:

How will I spend my professional development money with all conferences being canceled?

Response from the OPI:

At this time, we do not know if summer conferences are going to be canceled. The Montana 21st CCLC staff is working on developing online professional development opportunities for programs to attend. We will continue to monitor conference schedules and make a final decision on the required 5% of funding once more information is received.

Question:

How do I approach sending out teacher and administrator surveys?

Response from the OPI:

We are asking that programs hold off on sending those out right now. Our teachers are overwhelmed with trying to cope with online teaching and not having their students with them every day. Please hold off on sending out any surveys to parents, teachers, administrators, and students. You may send out the 21st CCLC program staff surveys if you choose.

If you have further questions on Title IV – B Nina M. Lowey 21st CCLC funds please email Michelle Cusey, Nina M. Lowey 21st CCLC Program Manager at michelle.cusey@mt.gov .