Current grantees are required to submit the following documents to receive continued funding for 21st Century Community Learning Centers (CCLC):

1. Pages 1-7 of the application (SFN 53515) – Abstract is to be no more than one page in length.

2. Program Narrative – The narrative must contain the following:

   **Program Goals**
   - List goals as stated in the original application;
   - List the activities used to achieve each goal;
   - State the current progress towards meeting these goals;
   - Describe any issues and/or barriers preventing the attainment of goals; and
   - Describe the changes that will be made in the upcoming year to meet and/or maintain current level of program goal obtainment.

   **Program Changes**
   - Identify any sites that chose not to offer programming;
   - Identify any key personnel changes;
   - Identify any drastic change in the population being served; and
   - Any other change that you feel is worth noting.

   **Sustainability Plan**
   - Include an updated sustainability plan

3. Budget Application – Page 5 of SFN 53515

4. Budget Narrative – The narrative must contain the following:
   - The basis for estimating the costs of salaries, benefits, project staff travel, materials and supplies, consultants and subcontracts, indirect costs;
   - Any projected expenditures;
   - How the major cost items relate to the proposed activities;
   - The cost of evaluation; and
   - A detailed description, as applicable, explaining in-kind support or funding provided by partners in the project. Additional instructions are provided in SFN 53515.

5. A copy of the Board minutes (Fiscal Agent) identifying the authorized representative for the 21st CCLC grant for the current grant cycle.