

Lottery for Education Afterschool Programs (LEAPs) ASSURANCES

Assurance is hereby provided that:

- 1.The programs and services provided under this grant will be used to address the needs set forth in the application and fiscal related information will be provided within the fiscal year timelines established for new, reapplying, and/or continuing programs.
- 2.The programs and services provided with state funds under this grant will be operated so as not to discriminate on the basis of age, sex, race, national origin, religion, creed, or disability.
- 3.Administration of the program, activities, and services covered by this application will be in accordance with all applicable state statutes, regulations, and the approved application/program plans.
- 4.The activities and programs that will be performed under this grant will be used to supplement, not supplant, non-lottery educational resources for afterschool educational programs and purposes.
- 5.The grantee will participate in local evaluation process as defined by department to assess its progress toward achieving its goals and objectives and use its evaluation results to refine, improve, and strengthen its program and to refine its goals and objectives as appropriate.
- 6.The grantee will submit to the department such information, and at such intervals, that the department requires to complete state reports.
- 7.The grantee will cooperate in carrying out any evaluation of this program conducted by or for the state educational agency.
- 8.The grantee will comply with civil rights and nondiscrimination requirement provisions and equal opportunities to participate for all eligible students, teachers, and other program beneficiaries.
- 9.The grantee will use fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, state funds received and distributed under this program.
- 10.The grantee will:
 - (a) make reports to the Tennessee Department of Education as may be necessary to enable the department to perform their duties under this program; and
 - (b) maintain records, provide information, and afford access to the records, as the department may find necessary to carry out their duties
- 11.The applicant will file financial reports and claims for reimbursement in accordance with procedures prescribed by the Tennessee Department of Education.
- 12.No board or staff member of a grantee will participate in, or make recommendations with respect to, an administrative decision regarding a program or project if such decision can be expected to result in any benefit or remuneration, such as a royalty, commission, contingent fee, brokerage fee, consultant fee, or other benefit to him or her or any member of his/her immediate family.

13. Any printed (or other media) description of programs will state the total amount being spent on the project or activity and will indicate the percentage of funds from the state-funded programs.

14. The grantee will adopt and use proper methods of administering such program, including:

- (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; or
- (b) the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.

15. The grantee will administer such funds and property to the extent required by the authorizing statutes.

16. The Grantee shall support enhanced student achievement through the establishment and operation of a LEAPs program that is complementary to school curricula and complies with the guidelines and requirements established in the grant application, the State Board of Education rules for school administered childcare programs, and State guidance documents. The Grantee shall provide the following services:

- (a) Core educational services: The Grantee shall offer high quality services in core academic areas such as reading skills development and enhancement and math or science skills development and enhancement to participating students.
- (b) Enrichment and support activities: The Grantee shall offer enrichment and support activities such as health and nutrition, technology, sports, and recreation to participating students.
- (c) Community involvement: The Grantee shall establish and maintain partnerships within the community that continue to increase levels of community collaboration in planning, implementing and sustaining programs.
- (d) Extended hours: The Grantee shall offer services to participating students during the school year for a minimum of 160 days during the school year between the months of July-May. The Grantee may also provide optional services when school is not in session, such as holidays and/or during the summer; however, optional services will not be counted towards the minimum number of days during the school year.
- (e) Professional development: The Grantee shall provide professional development opportunities to staff that are of sufficient intensity and duration, as defined by the State Board of Education rules for school administered childcare programs, to assist students in making sustainable changes in academic performance and personal development. The project and site directors should have 18 hours of PD per year. All other ExL staff shall have 12 hours of PD. **Best Practice is that 50% of PD would be specific to Extended Learning.** In addition, the Project Director (PD) or representative should attend all mandatory meetings such as the PD training and multi-state conference.
- (f) Evaluation: The Grantee shall participate in a local evaluation process that determines student progress and program success as well as providing information for needed adjustments in program design. The Grantee agrees to comply with the reporting requirements established in the grant application and all State guidance documents.

(g) The Grantee shall offer 12 hours annually of family engagement activities to support the advancement of students' academic and social development.

17.The program will take place in a safe and easily accessible facility.

18.The proposed program was developed and will be carried out in active collaboration with the schools the students attend.

19.The program will primarily target students who are between the ages of 5-18 in grades K-12. Fifty percent of those students must meet at least one of the LEAPs Eligibility criteria.

20.The program will be provided in a manner that meets the minimum, basic requirements of state childcare guidelines.

21.The program will be in alignment with the challenging State academic standards and any local standards.

22.The Grantee shall serve, at minimum, the expected number of students, as indicated in the original grant application or subsequent revised and approved application documents.

(a) In the event that fewer students are being served, the Grantee shall notify the State immediately, along with an explanation of the circumstances and any corrective actions that the Grantee is undertaking in consultation with the State, to correct the issue.

(b) As requested, the Grantee shall provide the State with student participation records to demonstrate that sufficient progress is being made towards serving the expected number of students. Failure to serve the expected number of students may result in the State developing a corrective action plan for the Grantee to address the issue or a reduction of the awarded amount or termination of the Grant Contract for cause.

23.The Grantee shall ensure that all programs utilizing LEAPs funds obtain a certificate of approval from the State's early learning division.

24.The Grantee shall ensure that all employees, subcontractors, volunteers, and other personnel providing services under or related to this Grant Contract that shall have direct contact with children or will be on the property where the LEAPs occurs when children are present have a satisfactory background check prior to being assigned for service. This includes an FBI and TBI check, in accordance with Tenn. Code Ann. § 49-5-413(d)(1)(A). A satisfactory background check for the purposes of this Contract means the check has no indications for offenses as outlined in Tenn. Code Ann. § 49-5-413(d)(3). Clearance letters from the TBI for each employee, subcontractor, volunteer, and/or other personnel shall be required prior to the first date of service, and the State reserves the right to request documentation of background checks at any time. The Grantee shall be solely responsible for all costs associated with the background check.

By the signature below, the Grantee hereby agrees to the above Grant Contract/Assurances.

Grantee Name

Signature of Authorized Grantee Representative

Date