



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

## OSSE Community Schools Incentive Initiative Grant **End-of-Year Reporting, Site Visits and Annual Evaluation**

As we approach the end of this year's Community Schools Incentive Initiative Grants, recipients are required to complete an end-of-grant-year report, submit evidence and participate in a site visit and evaluation. Below are details about these requirements to help in planning.

### End-of-Grant-Year Report

All Community Schools Incentive Initiative (CSII) grantees are required to write and submit to OSSE an end-of-grant-year report. The questions that must be addressed in this report are outlined below. For the 2021-22 school year, reports are due no later than **Friday, Sept. 30, 2022**. All reports and supporting documents should be uploaded in the Enterprise Grants Management System ([EGMS](#)) under the *Yearly Reports* tab. EGMS will require you to amend your application in the system to upload this report. For assistance, please contact Sylvelt Walker at [Sylvelt.Walker1@dc.gov](mailto:Sylvelt.Walker1@dc.gov).

In your CSII year-end report, please be sure to thoroughly address the following components:

- **Community Schools Model Overview:**
  - Describe how the grant funds are being used to implement the community school model and eligible services, as proposed in the grant application.
  - Describe how you are meeting all grant requirements thus far (e.g., staffing of a community school coordinator [CSC], development of a community advisory board, community engagement etc.).
  - Describe the success of the CSC in the implementation of the community school model (i.e., How did the CSC integrate programming and community partners into the community school?).
  - Include how feedback from the community school advisory board is being integrated into the community school.
- **Program Features:**
  - Describe your consortium/community partnerships to date. Please include the type and number of community partners and how the consortium addressed the needs and built upon the assets of the community it serves.
  - Please describe how many students, families and community members have been served to date for this school year.
- **Program Mission and Vision:**
  - Describe the mission and vision statement of the community school and how the mission and vision statement is conveyed to the school, stakeholders, students and families.

- **Progress Toward Goals:**
  - List the measurable goals of your community school consortium as outlined in the application and report progress toward the goals.
  - Include successes, areas for improvement/expansion, areas for consideration and adjustments.
  - Consider the Coalition of Community Schools Results Framework (i.e., how the school is working to align its efforts to ensure student success with the following results framework):
    - Children are ready to enter school;
    - Students succeed academically;
    - Students are actively involved in learning in their community;
    - Students are healthy: physically, socially and emotionally;
    - Students live and learn in stable and supportive environments;
    - Families are actively involved in children’s education; and
    - Communities are desirable places to live.
- **Program Start-Up:**
  - Describe training/orientation for school staff and key stakeholders to ensure the purpose of the community school approach is clear to all stakeholders.
  - Include the progress of implementation according to the community schools’ timeline.
- **Data Collection and Evaluation:**
  - Describe how data collected is informing practice, decision making and evaluation of program, including the progress toward goals.
- **Financial Management and Sustainability:**
  - Describe the financial management and internal accounting procedures that will be used to ensure proper financial management, including the fiscal controls put in place to ensure accountability and how additional funding will be obtained to ensure program sustainability of the community school at the completion of the grant cycle. Identify any secured sources of funding and/or leveraged services.

## CSII End-of-Grant-Year Site Visits & Grant Evaluation

End-of-grant-year site visits will be conducted virtually in September 2022. The virtual visits will be scheduled in 2-hour increments and include two to five OSSE staff and members of OSSE’s Community Schools Advisory Committee. Grantees are encouraged to continue to include school administration, staff, community partners, parents and students.

Please provide your top three preferred dates in the [Site Visit Date Preferences Form](#) by **Friday, Aug. 19, 2022**. We will do our best to accommodate your top choice, but date selection will be assigned on a first-come, first-served basis.

- Sept. 7, 10 a.m.-12 p.m.
- Sept. 7, 2-4 p.m.
- Sept. 8, 10 a.m.-12 p.m.
- Sept. 8, 2-4 p.m.
- Sept. 13, 10 a.m.-12 p.m.
- Sept. 13, 2-4 p.m.
- Sept. 14, 10 a.m.-12 p.m.

- Sept. 14, 2-4 p.m.
- Sept. 15, 10 a.m.-12 p.m.
- Sept. 15, 2-4 p.m.
- Sept. 20, 10 a.m.-12 p.m.
- Sept. 20, 2-4 p.m.
- Sept. 21, 10 a.m.-12 p.m.
- Sept. 21, 2-4 p.m.
- Sept. 22, 10 a.m.-12 p.m.
- Sept. 22, 2-4 p.m.
- Sept. 23, 10 a.m.-12 p.m.

Through OSSE site visits, grantees will be evaluated on indicators outlined in the *OSSE Community Schools Incentive Initiative Evaluation Rubric*. A copy of this rubric is included below. Site visitors will use this rubric to evaluate grantees' implementation of the grant and use of funds in accordance with grant requirements and the program design outlined application.

As a component of the evaluation process, evidence that fully addresses rubric indicators and demonstrates all aspects of the work is required. Evidence documentation will only be accepted via [DC Government's Box](#). Box is a cloud content management and allows secured storing and sharing of data files. Upon confirmation of the site visit date, a shared Box link specific to the grantee will be provided by OSSE. If your organization does not have a Box account, you will be directed to obtain a free account. Any documents and information previously provided and/or uploaded in EGMS that you would like to be considered and reviewed as evidence documentation should be included and submitted in Box. Evidence documentation is due **no later than Sept. 30, 2022**. No evidence documentation will be accepted after this date. Please plan accordingly.

If you have any questions or would like to schedule a pre-site virtual visit meeting, please do not hesitate to contact me at [Sylvelt.Walker1@dc.gov](mailto:Sylvelt.Walker1@dc.gov).

## Usage of Funds (REMINDER)

All funds awarded in FY22 need to be expended by **Sept. 30, 2022**. Please ensure funds are drawn down and reimbursement requests are submitted monthly. Reimbursement requests for grant activities should be made by the 15th of the following month.



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**DC Community Schools Incentive Initiative (CSII)  
Evaluation Rubric<sup>1</sup>  
Fiscal Year (2022)**

Name of Consortium and Coordinator(s): \_\_\_\_\_

Date of Site Visit: \_\_\_\_\_

**Purpose:** To assess the implementation of the Community Schools Incentive Initiative by all OSSE-funded Community Schools grantees.

**SECTION A- Program Features (Maximum points: 40)**

**Grant Requirements:** Grantee must demonstrate an ability to establish and sustain required components contained in this section

**1. Eligible Services**

- A. Grantee provides evidence it is providing all eligible services indicated in the grant application that did not exist before the establishment of the eligible consortium or before the current grant cycle. See DC Code §38-754.03(e)(3).
- B. Grantee provides evidence that all added services have been integrated into the existing school environment, including in the school’s plan to increase student achievement.
- C. Grantee provides evidence that the intended population is being reached by the services provided.

Evidence Examples:

- Partnership agreements/memorandum of agreement (MOA)/memorandum of understanding (MOU)
- School’s website or other promotional materials describe the services provided by the consortium
- Schedules/rosters document student and other stakeholder receipt of services
- Reports (e.g., data report; mid-year report; end-of-grant year report, etc.)
- Evidence of physical space in the school where services are provided
- Visual observation by this reviewer of services being provided (Name of reviewer: \_\_\_\_\_)

Deficient	Limited	Good	Strong/Exceptional
No evidence that any of the required elements were implemented.	Evidence that one element was implemented, however, no goals in the application were met.	Evidence that two elements were implemented, and some goals identified in the application were met.	Evidence that all required elements were implemented, and all goals identified in the application were met or surpassed.

<sup>1</sup>The Community Schools: Promoting Student Success, A Rationale and Results Framework was considered in the development of this tool.

0	2	4	6
<b>Comments:</b>			
<p><b>2. Community Partnerships &amp; Engagement</b></p> <p>A. Grantee has established the types and number of community partners specified in the grant application and is utilizing those partnerships as described in the grant application to address needs and build upon the assets of the community that it serves. <i>See DC Code §38-754.03(e)(2).</i></p> <p>B. Grantee demonstrates the creative use of existing partnerships and/or secures additional resources from community partners as described in the grant application.</p> <p>C. Grantee demonstrates evidence that strong partnerships/relationships exist between all members of the consortium as well as the school’s administration and any other outside organizations providing services to the community school.</p> <p>D. Grantee ensures effective communication mechanisms are in place between school staff and community partners.</p> <p>E. Grantee demonstrates engagement efforts to avail services to community residents.</p> <p>Evidence Examples:</p> <ul style="list-style-type: none"> <li>• Partnership agreements/memorandum of agreement (MOA)/memorandum of understanding (MOU)</li> <li>• Meeting agendas and/or notes of meetings with community partners or community meetings</li> <li>• Materials from community events and activities (e.g., fliers)</li> <li>• Reports (e.g., data report; mid-year report; end-of-grant-year report, etc.)</li> <li>• Communication plans and strategies to ensure the community are aware of how they can benefit from and use the community school, etc.</li> <li>• Evidence of space within school where services are provided</li> <li>• Visual observation by this reviewer of services being provided (Name of reviewer: _____)</li> </ul>			
<b>Deficient</b>	<b>Limited</b>	<b>Good</b>	<b>Strong/Exceptional</b>
No evidence that any of the required elements were implemented.	Evidence that element A and up to two additional elements (B-E) were implemented.	Evidence that element A and up to three additional elements (B-E) were implemented.	Evidence that all elements were implemented, and community residents use the school as a focal point for addressing community issues and challenges and for celebration.
0	2	4	6
<b>Comments:</b>			
<p><b>3. Understanding of the Community’s Need</b></p> <p>A. Grantee demonstrates that an assessment of the community’s and neighborhood’s needs and assets was completed. <i>See DC Code §38-754.03(e)(1).</i></p> <p>B. Grantee demonstrates how identified needs are addressed and the students and community are benefitting from the community school.</p> <p>Evidence Examples:</p> <ul style="list-style-type: none"> <li>• Needs assessments</li> <li>• Surveys</li> <li>• Reports (e.g., data report; mid-year report; end-of-grant-year report, etc.)</li> </ul>			

Deficient	Limited	Good	Strong/Exceptional
No evidence that any of the required elements were implemented.	Evidence that only element A was implemented.	Evidence that elements A and B were implemented.	Evidence that all elements were implemented, and periodic follow-up assessments were conducted throughout the grant year.
0	2	4	6

**Comments:**

**4. Community School Advisory Board**

- A. Grantee provides evidence it has established an advisory board that includes members of the school leadership, school faculty, parents of school students, community leaders, community-based organizations and other community members. See DC Code §38-754.03(e)(5)
- B. Grantee demonstrates evidence that the advisory board meets a minimum of four times per year.

Evidence Examples:

- Membership list
- Meeting agendas and/or notes

Deficient	Limited	Good	Strong/Exceptional
No evidence that any of the required elements were implemented.	Evidence that element A was implemented.	Evidence that elements A and B were implemented.	Evidence that all elements were implemented and outcomes from meeting are incorporated in the community school.
0	2	4	6

**Comments:**

**5. Community School Coordinator**

- A. Grantee demonstrates it hired a fulltime community school coordinator (CSC). If not, coordinator must have adequate time devoted to the community school.
- B. Grantee demonstrates the CSC facilitates the effective implementation and maintenance of the community school, including effective communication between the principal, school staff and community partners and making efforts to ensure that students are participating in the additional eligible services as identified in the grant application.
- C. Grantee demonstrates the CSC participates on the school leadership team.
- D. Grantee demonstrates the CSC participates in OSSE-sponsored activities related to the grant.

Evidence Examples:

- Job description/resume for CSC
- Notes from meetings between CSC and internal and external stakeholders
- Work products of CSC (e.g., fliers, reports, correspondence with stakeholders)
- Schedules or rosters documenting student and other stakeholders' receipt of services
- Visual observation by this reviewer (Name of reviewer: \_\_\_\_\_)

<b>Deficient</b>	<b>Limited</b>	<b>Good</b>	<b>Strong/Exceptional</b>
No evidence that any of the required elements were implemented.	Evidence that element A and one additional element was implemented.	Evidence that elements A and two additional elements were implemented.	Evidence that all required elements were implemented.
0	2	4	6

**Comments:**

**6. Program Mission and Vision**

- A. Grantee provides evidence of a program mission and vision statement that clearly articulates the consortium’s overall vision/philosophy of the “community school” approach and the significance of servicing students through a community school approach.
- B. Grantee demonstrates how the program mission and vision statement is conveyed to the school, stakeholders, students and families.

Evidence Examples:

- Copy of program mission and vision statement
- Meeting agendas and/or notes that discuss the mission and vision statement
- Evidence of training of school staff, stakeholders, students and families on community schools’ mission and vision statement

<b>Deficient</b>	<b>Limited</b>	<b>Good</b>	<b>Strong/Exceptional</b>
No evidence that any of the required elements were implemented.	Evidence that element A was implemented.	Evidence that elements A and B were implemented.	Evidence that all required elements were implemented, and school staff, stakeholders, students and families can articulate the mission and vision statement.
0	1	2	4

**Comments:**

**7. Program Goals**

- A. Grantee provides evidence of at least three overarching program goals. In defining the goals, community school included student-level performance goals as well as program-level performance goals.
- B. Grantee demonstrates how the goals are used as a basis for measuring the effectiveness of the consortium.

Evidence Examples:

- Copy of program goals
- Data reports and outcomes

<b>Deficient</b>	<b>Limited</b>	<b>Good</b>	<b>Strong/Exceptional</b>
No evidence that any of the required elements were implemented.	Evidence that element A was implemented.	Evidence that elements A and B were implemented.	Evidence that all required elements were implemented; school staff and stakeholders can articulate/describe the goals and
0	2	4	6

Comments:

Total Points  
Section A: \_\_\_\_/40 points

**SECTION B- Program Implementation and Monitoring (Maximum points: 20)**

**1. Parent/Student Engagement**

A. Grantee demonstrates that it has ensured that students and families are welcome, encouraged to seek community school support and play active effective roles in the community school.

Evidence Examples:

- Evidence of student and family engagement activities
- Results of student and/or family surveys
- Evidence of how the community school ensures that students and families are involved in decision-making

Deficient	Limited	Good	Strong/Exceptional
No evidence that any of the required elements were implemented.	Evidence that the element was implemented through at minimum one outreach activity.	Evidence that the element was implemented through four outreach activities.	Evidence of consistent and ongoing outreach activities (more than five outreach activities).
0	1	2	5

Comments:

**2. School Leadership and Management Engagement**

A. Grantee demonstrates that principal/administration buy-in and supportive leadership was provided throughout the implementation of the grant.  
B. Grantee demonstrates that teacher/staff buy-in and views the efforts of the community school and partners as supporting their work.

Evidence Examples:

- Meeting agendas and/or notes from principal/administration meetings
- Materials from activities (e.g., teacher orientation/training; fliers)
- Principal and administration survey results
- Teacher and staff survey results
- Principal/staff/teacher participation at community school events, etc.

Deficient	Limited	Good	Strong/Exceptional
No evidence that any of the required elements were implemented.	Evidence that one element was implemented.	Evidence that elements A and B were implemented.	Evidence that all required elements were implemented, and school staff can articulate what services are available



			and how to access services of the community school.
0	1	2	5
<b>Comments:</b>			
<b>3. Data Collection</b> A. Grantee demonstrates the use of a data system(s) and how data is collected for tracking indicators of student, family and community improvement, including attendance and truancy rates, number of referrals, family visits, etc. B. Grantee demonstrates how it uses data to inform practice and adjust implementation strategies when appropriate.  Evidence Examples: <ul style="list-style-type: none"> <li>• Data collection tools</li> <li>• Tracking and evaluation tools</li> <li>• Data reports</li> <li>• Meeting agendas and/or notes from data meetings</li> </ul>			
<b>Deficient</b>	<b>Limited</b>	<b>Good</b>	<b>Strong/Exceptional</b>
No evidence that any of the required elements were implemented.	Evidence that element A was implemented.	Evidence that elements A and B were implemented.	Evidence that all required elements were implemented, and progress toward achievements in outcomes as described in the grant application.
0	1	2	5
<b>Comments:</b>			
<b>4. Evaluation of Program</b> A. Grantee demonstrates use of the evaluation plan to regularly assess the outcomes of the community school in terms of services provided and improvements in health, academic, or social outcomes.  Evidence Examples: <ul style="list-style-type: none"> <li>• Copy of evaluation plan</li> <li>• Data reports and outcomes</li> <li>• Trainings on the evaluation plan and/or meeting minutes regularly discussing</li> <li>• Survey results demonstrating awareness of the plan</li> </ul>			
<b>Deficient</b>	<b>Limited</b>	<b>Good</b>	<b>Strong/Exceptional</b>
No evidence that the required element was implemented.	Evidence that evaluation plan was created; however, not implemented.	Evidence that evaluation plan was created and implemented.	Evidence that evaluation plan was created, implemented and progress toward achievements in outcomes as described in the grant application.
0	1	2	5

Comments:

Total Points  
Section B: \_\_\_/20 points

## SECTION C- Financial Management and Sustainability (Maximum points: 40)

### 1. Financial Management - Fiscal Control

- A. Grantee provides evidence of financial management and internal accounting procedures/controls that are used to ensure proper financial management, including fiscal controls put in place to ensure accountability. Including, but not limited to the following:

#### Record Retention

- Grantee must maintain records that show:
  - The amount of funds available under the grant;
  - How the grant recipient used the funds;
  - The total cost of the project;
  - The share of that total cost provided from other sources; and
  - Other records to facilitate an effective audit.
- Financial records, supporting documents, statistical records and all other entity records pertinent to the award must be retained for a period of five years from the date of submission of the final expenditure report. If any litigation, claim, or audit is started before the expiration of the five-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.

#### Internal Systems

- Grantee's financial management system, including records documenting compliance with the terms and conditions of this award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the terms and conditions of the award. The financial management system must provide for the following:
  - Identification, in its accounts, of all awards received and expended and the federal or local program under which they were received.
  - Records that identify adequately the source and application of funds for award-funded activities.
  - Effective control over, and accountability for, all funds, property and other assets. The grant recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
  - Comparison of expenditures with budget amounts for each award.
- Grantee must establish and maintain effective internal control over the award that provides reasonable assurance that the recipient is managing the award in compliance with the terms and conditions of the award.
- Where appropriate and except where otherwise required by federal or District law and regulation or DC Public Charter School Board authority, the grant recipient's procurements must be consistent with the requirements of the DC Procurement Practices Act, DC Code §2-351.01 *et. seq.* and its implementing regulations, including, but not limited to, in the selection of the following procurement methods:
  - Small Purchase Procurements (DC Code § 2-354.07 and 27 DCMR Chapter 18);
  - Procurement by Competitive Sealed Bidding (DC Code § 2-354.02 and 27 DCMR Chapter 15);
  - Procurement by Competitive Sealed Proposal (DC Code § 2-354.03 and 27 DCMR Chapter 16); or
  - Sole Source Procurements (DC Code § 2-354.04 and 27 DCMR Chapter 17) may only be used when the grantee submits a written request and receives approval from OSSE.

- In a procurement transaction, the grant recipient must take all necessary affirmative steps to assure that small, local, disadvantaged business enterprises, as defined in DC Code § 2-218.02, are used when possible. Affirmative steps must include but are not limited to:
  - Placing qualified SLDB enterprises on solicitation lists;
  - Assuring that SLDB enterprises are solicited whenever they are potential sources;
  - Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by SLDB enterprises;
  - Establishing delivery schedules, where the requirement permits, which encourage participation by SLDB enterprises; and
  - Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above.
- Any procurement transaction using grant funds must be conducted in a manner providing full and open competition. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.
- Grantee must have written procedures for procurement transactions. The procedures must ensure that all solicitations: (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement; and (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- Grantee must avoid apparent and actual conflicts of interest when administering grants. Employees, officers and agents of the grantee must not participate in the selection, award, or administration of a contract supported by grant funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of these parties, has a financial or other interest in or tangible personal benefit from a firm considered for a contract.
- Grantee must maintain oversight to ensure that contractors perform in accordance with the terms, conditions and specifications of their contracts or purchase order.

Evidence Examples:

- Evidence of financial management and internal accounting procedures/controls

Deficient	Limited	Good	Strong/Exceptional
No evidence that the required elements were implemented.	Evidence that one element was implemented.	Evidence that all elements were implemented.	Evidence that all required elements were implemented, specifically as pertains to internal fiscal controls related to the grant.
0	5	10	15

**Comments:**

**2. Financial Management - Financial Oversight**

- A. Grantee demonstrates proper use of grant funds for allowable expenditures per terms and conditions of the grant award and provides accurate documentation, including, but not limited to the following:
- Grant funds may only be used for allowable grant project expenditures. The grant is strictly limited to developing and sustaining community schools, as described in the permissible use of funds section of the RFA. Funding may not be used for indirect costs. Funding may also not be used for daily home-work travel expenses for employees and other personnel of members of the “eligible consortium.” Funding may be used to cover costs of salaries and benefits of personnel, transportation for students/community members/staff to conduct grant-related activities, materials, training and to support the promotion of community partnerships.

- Payment of grant funds shall be made through the OSSE cost reimbursement process. Grantee shall receive payments for services that have been rendered and for costs that have been paid (not merely incurred) after they substantiate that the cost is allowable and is relevant for submitted program expenditures. To request a cost reimbursement, a grant recipient shall submit to OSSE for review and processing a reimbursement request (containing valid costs paid by grant recipient). Completed requests must be submitted electronically via EGMS.
- Grantee is responsible for ensuring that all costs charged to the grant are allowable. Grantee must provide supporting documentation when costs are for either (1) equipment or (2) professional services. OSSE staff may request additional documentation to support the grantee’s expenditures prior to approving reimbursement forms. The grant recipient is required to maintain all necessary supporting documentation and to ensure such documentation is available to OSSE and/or other authorized entities for review, upon request. If OSSE determines, at any time, that a cost is unallowable it may disallow the cost. If OSSE notifies the grantee that any expenditures are disallowed costs, the grantee will be given an opportunity to justify the questioned costs prior to OSSE’s final determination of disallowed costs. If the grantee has already been reimbursed for the cost, it may be required to repay funds to OSSE within 45 calendar days after final notification from OSSE that the costs are disallowed.
- While it is impossible to provide an exhaustive list of all the documents that might be needed to support a particular cost, commonly requested records may include:
  - Payroll transactions (i.e., a list of employees paid with funds from this grant; job or position descriptions; time and attendance records demonstrating when employees worked; evidence or payroll reconciliations; accounting records indicating how salaries were charged; and/or payment records indicating how salaries were paid);
  - Procurement transactions (i.e., evaluation documents; purchase orders or contracts; invoices and receipts; proof that items were purchased and were received; and/or inventory records).
- Grant recipients shall submit cost reimbursement requests on a monthly basis, by the 15th of each month for the previous month’s activities.
- Grantee shall spend 100 percent of the awarded funds by the end of the grant period.
- Grantee shall submit reimbursement for all costs obligated through Sept. 30, 2022 by Dec. 1, 2022.

B. Grantee submits reimbursement requests on a monthly basis, by the fifteenth of each month for the previous month’s activities.

Evidence Examples:

- └ Receipts/invoice documentation for all expenditures to date in EGMS

Deficient	Limited	Good	Strong/Exceptional
No evidence that the required elements were implemented.	Evidence that one element was implemented.	Evidence that all elements were implemented.	Evidence that all required elements were implemented. Expenditures and documentation are allowable and submitted within the required timeframe.
0	5	10	15

**Comments:**

**3. Financial Management - Program Fiscal Sustainability**

- A. Grantee demonstrates long-term plans and efforts toward program sustainability and how it will continue operation after the grant cycle. See DC Code §38-754.03(e)(4).

Evidence Examples:

- └ Implementation of program sustainability plan
- └ Evidence of secured funding sources to sustain programming outside of OSSE funding

Deficient	Limited	Good	Strong/Exceptional
No evidence that the required elements were implemented.	Evidence that one element was implemented.	Evidence that all elements were implemented.	Evidence that all required elements demonstrate a strong ability to sustain the program beyond grant funds.
0	1	5	10
<b>Comments:</b>			
<b>Total Points</b> <b>Section C: ____/40 points</b>			

**OVERALL RESULTS**

<b>Total Points for Section A</b> (Total possible points: 40 Points)	
<b>Total Points for Section B</b> (Total possible points: 20 Points)	
<b>Total Points for Section C</b> (Total possible points: 40 Points)	
<b>Grand Total</b> (Total possible points: 100 Points)	

50 and below - Deficient	81 – 90 points - Good
51 – 80 points - Limited	91 – 100 points - Strong/Exceptional

**Team Completing Evaluation:**

**Date:**

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