Updates
July 13, 2020

FY 2020 ended with challenges due to the pandemic; still, as always, Ohio Aspire teachers, administrators, support staff, and volunteers met the obstacles head-on, challenged themselves to new ways of teaching, and kept services going for students. Thank you for all you do for Ohio Aspire students.

Teaching Skills That Matter

Four veteran Ohio Aspire teachers were chosen to participate in a U.S. Department of Education initiative to enhance how workforce preparation skills are taught. Each instructor has over ten years of experience teaching Aspire classes. They will be training in the Teaching Skills That Matter initiative from August – March. Once trained, the teachers will help build capacity throughout the state teaching other Aspire teachers “skills that matter” in adult education.

Congratulations to the Ohio Team:
Amy Guda – Ohio University
Ann Bush – Cuyahoga Community College
Julie Thumann – Cincinnati Public Schools
Jessica Untch - Cuyahoga County Public Library
Stephanie Schab – Department of Higher Education

Important Due Dates

** We understand that getting a written signature and scanning the document to us may be a barrier for individuals without access to a printer/scanner. Per ODHE legal counsel, you may use Adobe e-signature, or you may add /s/ before your typed name and that stands as your signature. For example, on the PCS signature line, /s/ Jane Smith, suffices as a signature. It’s that easy.

July 31
- FY 2021 Grants approved in CCIP. Thank you to the 37 of 47 Aspire Instructional grantees and 9 of 14 IELCE grantees that have completed their FY 2021 budgets in CCIP.
Once your grant is in Authorized Representative approved on your end, then I can change the status in CCIP to Reviewed which means the new grant budget in CCIP is approved on our end.

- As part of your required grant documents, we must have all financial MOUs on record in our office, including the WIOA One-Stop MOU(s), if you are paying into the OhioMeansJobs center. Since the One-Stop MOUs are lengthy documents, you can send only the budget pages with the Aspire itemized costs.

**July 31 - Final data pull for the FY 2020 APR**

**August 31**

- **FY 20 Schedule A:** Part 1 - Local Funds, Part 2 - Local In-Kind Contributions, Part 3 - Career and Training Services (NEW). We know this is a lot of reporting requirements and have streamlined the forms by eliminating the Local Funds Budget Grid and only requiring an electronic signature.
- **FY 20 Corrections FER**, if applicable
- **FY 20 Data Certification Checklist** – You are certifying your FY20 data. Last year you had to complete the entire Data Checklist in Qualtrics because the previous year’s data you were certifying (FY19) was the new grant cycle. Christy sent back your Qualtrics responses in a Word document to you last year. Now that you are certifying your year 2 data of the grant cycle, send in the revised Data Certification Checklist Word document. Please make revisions in a different color font so the program manager can easily see where the updates were made. If there are no changes, change the dates on the certification to 2020 (page 2 of the Word document) and include that no changes were needed when submitting. If you need a copy of the FY19 Data Certification Word document, please contact your program manager.

  **Submission and Certification**
  *The director of adult education or program administrator of the agency must complete the checklist and submit it in Qualtrics no later than **August 31, 2020**, at 5:00 PM. The regional Aspire program manager will approve the checklist in the FY 2020 Comprehensive Continuous Improvement Plan (CCIP) Log.*

- **FY 21 PICP**

**September 30** – Aspire Instructional and IELCE FERs, if applicable, due in CCIP

Submit all documents to aspiregrants@highered.ohio.gov

Please contact your program manager if you have any questions.