

Dear After School Grantee:

The [ASSIST - QIP web application](#) –the web application for submitting “Commitment to Engage in a Quality Improvement Process for Expanded Learning Programs”—is back up and available to receive submissions.

The Commitment to Engage Logon page is a separate URL from our regular external ASSIST system and can be found at <http://www3.cde.ca.gov/assistqipsurvey/>. Users must have an ASSIST username and password. Please review the attached instructions prior to beginning the logon process.

By submitting, grantees will fulfill the requirement under *Education Code 8484(a)(2)* that all 21st Century Community Learning Center (CCLC) and After School Education and Safety (ASES) funded expanded learning programs in California engage in a data-driven program continuous quality improvement (CQI) process based on the California Department of Education’s (CDE’s) guidance on program quality standards.

Grantees need to submit a “Commitment to Engage in a Quality Improvement Process for Expanded Learning Programs,” which consists of three questions, by **September 30, 2015**.

Since this requirement is a summary of a grantee’s plan to engage in a data-driven quality improvement process, only **one** Commitment to Engage needs to be submitted by each grantee for **ALL** of its grants. Grantees are responsible for ensuring that the CQI process is fully implemented at all of their sites.

To assist programs with this process, the After School Division has developed resources which can be found at the CDE’s [After School Division Website](#) under the Quality Standards for Expanded Learning in California.

For additional information and assistance, please contact our helpdesk by phone at (916) 319-0923 or by e-mail at afterschool@cde.ca.gov.

Thank you,

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<http://www.cde.ca.gov/ls/ba/>