

Preschool for All/Preschool for All Expansion Administrator/Supervisor Checklist

This list of resources and reminders provides Preschool for All (PFA) and Preschool for All Expansion (PFAE) grantees key information to support programming. Your [Grant Program Specialist](#) and technical assistance provider ([Early Childhood Professional Learning](#)) also are important sources of information.

Review:

- Current PFA/PFAE grant application in [EUNA](#)
- [PFA-PFAE Preschool for All/Preschool Expansion Compliance Checklist](#) and ensure all items are in place.
- PFA/PFAE [Implementation Manual](#)

Important Submission Dates:

- Original grant application in EUNA due May 13, or as indicated in application release email.
- Final grant amendments are due 60 days before project end date.
- Submit quarterly Periodic Financial Reports in EUNA (previously expenditure reports in IWAS)
 - July 1 through Sept. 30 – due Oct. 20
 - October 1 through Dec. 31 – due Jan. 20
 - January 1 through March 31 – due April 20
 - April 1 through June 30 – due July 20
- Submit initial Continuous Quality Improvement Plan (CQIP) to dec.ecpip@illinois.gov during a monitoring year 30 days after monitoring results are received.
- Submit CQIP updates to dec.ecpipupdate@illinois.gov in non-monitoring years by May 30.
- Upload [data elements](#) for the Student Information System (SIS) in [IWAS](#). Enrollment due date is based on the [SIS Fall Enrollment Date](#).
- Submit the Periodic Performance Report in EUNA (previously Grant Periodic Report)
 - The report covers July 1 – June 30 and is due on July 30.

Contact Information:

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