

**Objective:** To Attain Board Approval for the Adult Education and Family Literacy Grant

**Application due date, May 25, 2007.**

The Office of Adult Education is seeking application to apply for 50 percent of a \$ 135,647.00 project from the Division of Workforce Education. The program name for this project is the Adult Education and Family Literacy. *Adult General Education.*

This project is funded by the Adult Education and Family Literacy Act (**AEFLA**). The Website from this project : [http//12.46.245.173/cfda/cfda.html](http://12.46.245.173/cfda/cfda.html)

The purpose for the Office of Adult and Community Education is to secure supplemental funding from this project to increase services to Adult Education and the Literacy Coalition. It is the goal of the Office of Adult Education to assist in literacy service in the following ways:

- a) Assist adults in becoming literate by providing the knowledge and necessary skills for employment and self sufficiency.
- b) Assist adults who are parents in obtaining the educational skills necessary to become full partners in the education development of their children.
- c) Assist adults in completing high school or the equivalent.

The **target group** that these funding dollars would help are those students who are enrolled or waiting to be enrolled and placed in one of the many programs the Adult Education Office provides. These students are at least 16 years of age, have not enrolled or required to enroll in a secondary school. Other specifics pertaining to these students are those who:

- a) lack sufficient mastery of basic education skills
- b) do not have a secondary school diploma
- c) are unable to speak, read, or write the English language

As stated previously, the total amount of dollars that the Office of Adult Education will be applying for will be **\$67,823.50** out of the total allocation of **\$135,647.00**. The Clay County School District will be applying for 50 % of the allocation, while the other 50 % will be applied for by St. Johns River C.C. This is the first year since 2000 that the Adult Education Office has applied for this grant. It is a competitive grant that was previously written by SJRCC. Through collaboration both parties have agreed to apply for 50% of the grant.

If this project is approved the funds will be disbursed through (6) different periods throughout the validity period of the grant ,which is July 1,2007 through June 8 ,2008.The office of Adult Education will be expected to produce

performance based deliverables through invoices. These invoices require the following information:

- a) Primary Core Outcome Measures
- b) Number of measurable goals per outcome
- c) Grant Budget per goal
- d) Cost per goal

Each of these items are currently being evaluated and discussed. At the time of this abstract for Board Approval the performance goal numbers and budget breakdown has not been finalized.

To apply for this competitive Grant / Project the writer is expected to produce in narrative form the following criteria:

- 1) Project summary
- 2) Project need
- 3) Project design and implementation ( measurable goals , past effectiveness, serving those most in need, technology, etc...)
- 4) Evaluation
- 5) Support for strategic imperatives (reading initiatives)
- 6) Dissemination Plan ( reaching target populations, sharing services )
- 7) Budget Detail

All applicants if selected will be funded according to the projected outcomes. This office will monitor all performance reports to avoid overpayment. The recipient of this project will receive their allocation by the Project Award Notification.

Please consider approval for this grant. The upgrade in services from this project would include additional technology, materials, increasing the hours of a part time staffer, and hopefully convert a classroom into a full lab that would not only benefit the Adult Education Office, but Orange Park High School and it's reading efforts.

Thank you for your consideration,

John Chappell