

**FY08 English Literacy/Civics Education (ELCE)
Funding Application
Due: September 4, 2007**

The English Literacy and Civics Education Grants Program (ELCE) was designed to help states and communities provide limited English proficient adults with expanded access to high quality English literacy programs linked to civics education. **Adult education entities that receive funding under this grant must create or expand classes that emphasize contextual instruction on the rights and responsibilities of citizenship, naturalization procedures, civic participation, and U.S. history and government in order to help adult students acquire the skills and knowledge to become active and informed parents, workers, and community members.** Please view the following USDOE web site for more information and resources on ELCE: <http://www.ed.gov/programs/elcivics/resources.html>. The **Civic Education** volume on this web site is an especially useful resource.

Application Directions

COVER PAGE

Application should include a cover sheet with the name of the funding application; name and address of the applicant agency; and name, address, phone number, fax number, and email address of the person responsible for the ELCE grant implementation.

NARRATIVE

Submit no more than four pages of narrative in addition to the four tables and the proposed budget on the following pages. **Describe the design of the English Literacy and Civics Education classes that your program will be providing as a result of this additional funding. Or, explain how this additional funding will be used to expand the focus of ESL classes to include a major focus on civics education.** (Explain how your program will “create or expand classes that emphasize **contextual instruction** on the rights and responsibilities of citizenship, naturalization procedures, civic participation, and U.S. history and government in order to help adult students acquire the skills and knowledge to become active and informed parents, workers, and community members.”)

NOTE: English Literacy and Civics Education funding may not be used for any other activities.

The narrative should include information on the program design, targeted population, curriculum, assessment(s), and other resources. Include in your narrative information on how the English Literacy and Civics Education funds will provide services that supplement and not supplant any existing ESL or citizenship services funded under the **basic** Adult Education and Family Literacy Act (AEFLA) grant.

TABLES

TABLE 1 - Complete TABLE 1 indicating ESL and citizenship classes (in black) that are supported through the AEFLA basic funding and **the English Literacy and Civics Education classes (in red) that will be provided through ELCE funding**. Additional copies of the table may be made if needed.

TABLE 2 - Complete TABLE 2 listing all instructional staff members funded fully or partially with ELCE funding.

TABLE 3 - Complete TABLE 3 projecting the number of participants that will be served with FY08 AEFLA basic funding and FY08 ELCE funding. The projected numbers of participants served with FY08 AEFLA basic funding reported on this table should align with the numbers negotiated for TABLE 1 of the FY08 AEFLA Funding Application.

NOTE: Participants served as a result of ELCE funding must be identified as such in PABLO (*Student file; Programs/Goals tab; Programs/Categories column; English Literacy/Civics Education*). In addition to the special designation for individual students, special class codes should be assigned to learners who are served in a class funded entirely or primarily with ELCE funding. There are four PABLO reports (Students: Reports: E. ELCE Programs) designed to help programs monitor the outcomes of ELCE participants.

TABLE 4 - Complete TABLE 4 projecting the number of learner outcomes that will be achieved as a result of FY08 AEFLA basic funding and FY08 ELCE funding. The projected number of learner outcomes achieved as a result of FY08 basic funding reported on this table should align with the numbers negotiated for TABLE 2 of the FY08 AEFLA Funding Application.

BUDGET

Provide a proposed budget and rationale for expenditures. The proposed budget may include expenditures in the following line items only: *Instruction, Benefits, Transportation/Child Care, and Capital Outlay*. EL/Civics funding cannot be used for *Program Administration, Professional Development, or Building Rent/Maintenance*.

SUBMISSION OF APPLICATION

Application must be submitted no later than 5:00 P.M. on Tuesday, September 4, 2007. Application must be submitted as a WORD document as an attachment to an email to the following address: dglass@ksbor.org

NOTICE OF STATUS OF FUNDING APPLICATION

All applicants will be notified of the status of their applications no later than October 3, 2007.

Table 3: Projected Number of Participants

Include the projected number of learners to be served during FY07 with AEFLA basic and matching funds and the number of learners projected to be served with English Literacy and Civics Education (ELCE) funding during FY07.

Educational Functioning Level	FY08 Projected Number of Participants to Be Served with Basic AEFLA or Matching Funding (Basic Grant Table 1)	FY08 Projected Number of Additional Participants to Be Served as a Result of English Literacy/Civics Education Funding*
Level 7. Beginning Literacy ESL		
Level 8. Low Beginning ESL		
Level 9. High Beginning ESL		
Level 10. Low Intermediate ESL		
Level 11. High Intermediate ESL		
Level 12. Low Advanced ESL		
TOTALS		

*The projected number of additional participants will be combined with the negotiated number of participants projected in the FY08 AEFLA Funding Application. The sum of these projected participants will be used as the denominators for determining the applicant program's score on Quality Indicator Measure 3.3.

Table 4: Projected Number of Outcomes

Include the projected number of outcomes to be achieved during FY07 with AEFLA basic and matching funds and the number of additional outcomes projected to be achieved with English Literacy and Civics Education funding during FY07.

Outcomes	FY08 Projected Number of Outcomes to Be Achieved with Basic AEFLA and Matching Funds (Basic Grant Tables 1 and 2)	FY08 Projected Number of Additional Outcomes to Be Achieved as a Result of English Literacy/Civics Education Funding*
Completed Educational Functioning Level		
Received GED		
Entered Post-secondary Education or Training		
Achieved U.S. Citizenship Skills		
TOTALS		

*The projected number of additional outcomes will be combined with the negotiated number of outcomes projected in the FY08 AEFLA Funding Application. The sum of these projected outcomes will be used as the denominators for determining the applicant program's score on Quality Indicator Measure 3.3.

Budget Proposal

Indicate total dollar amounts for each category in which the program is requesting funds (instructional salaries, supplies, benefits, learner childcare and transportation, capital outlay, etc.) and explain in no more than one page how the funding will be used to create or expand classes ***that emphasize contextual instruction on the rights and responsibilities of citizenship, naturalization procedures, civic participation, and U.S. history and government in order to help adult students acquire the skills and knowledge to become active and informed parents, workers, and community members.*** Due to limited federal funding, no ELCE funds may be allocated for program administration, professional development, or building rent or maintenance.