

**Program Name:**

**RIDER A – Adult Education & Family Literacy Act Continuation (AEFLA) Grant  
FY10**

**SPECIFICATIONS OF WORK TO BE PERFORMED**

**Goal:** To provide effective adult basic and literacy education services to eligible participants as defined in the Adult Education and Family Literacy Act under Title II of the Workforce Investment Act of 1998 from July 1, 2009 through June 30, 2010.

**Program Standards**

**Objective 1:** The grantee will fulfill requirements described in Maine’s Program Standards (accessible at <http://www.maine.gov/education/aded/dev/standards/standards.htm>).

Grantee will be held in FY10 to the detail provided in their FY09-FY10 AEFLA Grant Application describing how Program Standards will be addressed in:

Educational Gains

- Intake, Goal Setting and Assessment
- Outcomes

Program Leadership

- Program Planning
- Data Management and Reporting
- Facilities

Instructional Systems

- Assessment for Learning
- Curriculum Development
- Instructional Practices

Staff Development

- Professional Development

Recruitment and Retention

- Recruitment
- Retention

**RESPONSE:** If the grantee will make any significant changes in FY10 from last year’s FY09-FY10 AEFLA Grant Application regarding how any of the above Program Standards will be addressed (i.e., possibly with regard to improving adult basic education and literacy services), please describe in detail on a separate page and attach to this Continuation Grant Application.

Indicate whether there is an attachment with a response to Objective 1:

- Yes
- No

**Objective 2:** The grantee will support this project with at least a 25% match in funding.

**RESPONSE:** Description of Other Financial and In-kind Resources for FY10

Source		Amount	% of Total Budget
Local/State Funds for Adult Literacy for Previous Year			
Other Grants			
Contracts			
Volunteers			
In-kind			
Other			
<b>Total</b>			

**Objective 3:** The grantee will collect data on demographics, enrollment, program completion, goal achievement, and assessment that will be maintained at the local level using the Maine Adult Education Managed Information System (MAEMIS).

**Measure:** Program data will be reported to the Maine Department of Education by September 30, 2010 (for FY10).

**Performance Measures**

**Objective 4:** The grantee will provide adult basic education and literacy services to eligible adults and out-of-school youth who are most in need of these services and consistent with previous annual enrollment numbers to justify funding allocations in the approved AEFLA funding formula.

NOTE: A minimum of 80% of learners served with these federal funds must be in Educational Functioning Levels I-IV. If the grantee’s FY10 annual enrollment estimates are more than 15% higher or lower than grantee’s actual FY08 enrollments, a rationale must be attached with this application to support these estimates. However, the grantee will be aware that federal funds to support this project are limited.

**RESPONSE:** Number of Eligible Learners Served

Educational Functioning Levels	FY08 Actual	FY09 Estimates (as provided in FY09 Grant Application)	FY10 Estimates
Adult Basic Education			
▪ EFL I: Beginning Literacy			
▪ EFL II: Beginning ABE			
▪ EFL III: Low Intermediate ABE			
▪ EFL IV: High Intermediate ABE			
▪ EFL V: Low Adult Secondary			
▪ EFL VI: High Adult Secondary			

English as a Second Language			
▪ EFL I: Beginning ESL Literacy			
▪ EFL II: Low Beginning ESL			
▪ EFL III: High Beginning ESL			
▪ EFL IV: Low Intermediate ESL			
▪ EFL V: High Intermediate ESL			
▪ EFL VI: Advanced ESL			
<b>Total</b>			

**Objective 5:** The grantee will enable adults and out-of-school youth eligible for adult basic education and literacy services to demonstrate improvements in literacy skill levels in reading, writing, numeracy, problem solving, English language acquisition, and other literacy skills.

**RESPONSE:** % of Learners in FY10 **Completing** Educational Functioning Levels

Educational Functioning Level	% of Learners Completing Level		
	FY08 Actual	FY09 Estimates (as provided in FY09 Grant Application)	FY10 Estimates
Adult Basic Education			
▪ EFL I: Beginning Literacy			
▪ EFL II: Beginning ABE			
▪ EFL III: Low Intermediate ABE			
▪ EFL IV: High Intermediate ABE			
▪ EFL V: Low Adult Secondary			
▪ EFL VI: High Adult Secondary			
English as a Second Language			
▪ EFL I: Beginning ESL Literacy			
▪ EFL II: Low Beginning ESL			
▪ EFL III: High Beginning ESL			
▪ EFL IV: Low Intermediate ESL			
▪ EFL V: High Intermediate ESL			
▪ EFL VI: Advanced ESL			

**Objective 6:** The grantee will provide adults and out-of-school youth eligible for adult basic education and literacy services with sufficient basic education to enable them to benefit from placement in, retention in, or completion of post-secondary education, training, unsubsidized employment or career advancement.

**RESPONSE:** % of Learners in FY10 Achieving a Secondary School Diploma or its Equivalent, Enrolling in Post-Secondary Education or Training, or Obtaining/Retaining/Advancing in Unsubsidized Employment

Goal Achievement	% of Learners Achieving Goal		
	FY08 Actual	FY09 Estimates (as provided in FY09 Grant Application)	FY10 Estimates
Earn High School Diploma or Equivalent			
Enroll in Post-Secondary Education or Training			
Obtain Unsubsidized Employment			
Retain/Advance in Employment			

**RESPONSE:** Grantee will attach a written improvement plan in narrative format that explains what steps will be taken for each performance measure (relative to Objectives 4, 5 and 6 above) that was not met in FY08 to ensure they are met in FY10. Grantees will need to refer to their **AEFLA Program Facts 2007-2008 Report Card** to determine whether a response is needed here. Indicate whether there is an attachment with a response to Objective 4, 5 and/or 6:

- Yes
- No

**Program Assurances**

**Objective 7:** In order to be eligible for FY10 AEFLA funding, the grantee will administer the FY10 AEFLA grant project in accordance with the following program assurances:

- Provide an improvement plan in narrative format that explains what measures will be taken for each performance standard that was not met in FY08 to ensure they are met in FY10.
- Deliver a program of services that meets the Adult Education & Family Literacy Act Program Standards posted at <http://www.maine.gov/education/aded/dev/standards/standards.htm>.
- Use the Maine Adult Education Managed Information System and submit required data to the Maine Department of Education.
- Commit to develop a partnership with Career Centers to integrate adult education and literacy services with career development, employment and training activities.
- Provide services that are coordinated with and not duplicative of programs, services or activities made available under other federal, state and local programs, including the Carl D. Perkins Vocational and Applied Technology Act of 1998, the Individuals with Disabilities Act, the Higher Education Act of 1965, the Rehabilitation Act of 1973, the Immigration Reform and Control Act of 1986, and the Domestic Volunteer Service Act.
- Ensure that at least 80% of learners funded through this grant will participate in programming at the I-IV Educational Functioning Levels.
- Submit a Program Professional Development Plan as will be explained by the Maine Department of Education in early FY10.
- Support the FY10 AEFLA project with (at least) the required 25% match in funding.

**Print Name of Superintendent :**

**Print Name of Program Director:**

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**Superintendent Signature**                      **Date**  
PLEASE SUBMIT ORIGINAL AND (1) COPY

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**Program Director Signature**                      **Date**