



COMMONWEALTH of VIRGINIA  
Department of Education

July 3, 2014

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

**SUBJECT: 2014 Year-Round School Planning Grant Application and Instructions**

The General Assembly included state funding for planning grants in the 2014 Appropriation Act to assist interested school divisions in planning for the establishment of year-round school programs. During 2014 Special Session I, \$613,312 was included for both fiscal year 2015 and 2016 for planning grants of no more than \$50,000 each for school divisions pursuing the creation of new year-round school programs for divisions or individual schools in support of the findings from the 2012 Joint Legislative Audit and Review Commission (JLARC) report, [Review of Year-Round Schools](#), which was issued in October 2012. (See [Item 135.R](#) of the 2014 Appropriation Act)

Any school divisions interested in pursuing a planning grant to establish year-round schools must submit a completed PDF version of the attached application and related materials to the Department of Education, Office of Policy, at [policy@doe.virginia.gov](mailto:policy@doe.virginia.gov), by 5 p.m., August 1, 2014. If the application is not received by that time, it may not be considered.

In accordance with the Appropriation Act, priority shall be given to schools based on need, based on state accreditation ratings or similar federal designations. Applications shall include evidence of a commitment to pursue implementation in school year 2015-2016.

In order to be considered for selection, applicants must submit a complete response which addresses all of the application requirements. You will find links for the instructions and application below. Once the applications for new programs are approved, current year-round programs may be eligible to apply for any remaining funds.

The 2014 Appropriation Act also provides \$1,000,000 the first year and \$2,400,000 the second year for start-up grants of up to \$300,000 per school per year for the implementation of extended year models. The Act specifies that first priority shall be given to the school divisions awarded planning grants in fiscal year 2014 and the College Readiness Center pilot. A separate Superintendent's Memorandum will provide additional details regarding this funding.

Please contact the Office of Policy at (804) 225-2092, or by e-mail at [policy@doe.virginia.gov](mailto:policy@doe.virginia.gov), if you have any questions. For more information about year-round schools, visit <http://www.doe.virginia.gov/instruction/year-round/index.shtml>.

SRS/SGP/kfg

Attachments:

- A. [Instructions for Application for a Planning Grant for School Divisions Pursuing the Development of New Year-Round School Programs for School Divisions or Individual Schools \(PDF\)](#)
- B. [Application for a Planning Grant for School Divisions Pursuing the Development of New Year-Round School Programs for School Divisions or Individual Schools \(Word\)](#)