



COMMONWEALTH of VIRGINIA
Department of Education

April 5, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

**SUBJECT: Adult Education English Literacy/Civics (EL/Civics) Education Program
Competitive Sub-grant Application, 2013-2014**

The Department of Education will make funds available for EL/Civics activities authorized by the *Workforce Investment Act (WIA) of 1998*, Title II, *Adult Education and Family Literacy Act*, PL 105-220. Grants will be authorized for the period beginning July 1, 2013, and ending June 30, 2014, pending the availability of funds from the U.S. Department of Education. Application materials may be downloaded from the Office of Adult Education and Literacy's Web site at:

http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml.

The purpose of the EL/Civics program is to support activities that integrate English literacy and civics education for adult learners of limited English proficiency. Individuals are considered to be of limited English proficiency if they have a limited ability to speak, read, write, or understand the English language; their native language is other than English; or they live in a family or community where a language other than English is the dominant language.

A school division, a community-based literacy organization of demonstrated effectiveness, a volunteer organization of demonstrated effectiveness, an institution of higher education, a public or private nonprofit agency, a library, a public housing authority, a nonprofit institution not described previously but that has the ability to provide literacy services to adults, and a consortium of agencies, organizations, institutions, libraries, or authorities described previously are eligible to apply.

Eligible providers who have entered into a Memorandum of Understanding (MOU) with a regional adult education and literacy program are encouraged to apply for FY 2013-2014 EL/Civics funding through the regional program's fiscal agent. However, it is not required.

An informational webinar for prospective EL/Civics grant applicants has been scheduled for April 24, 2013. Details are available on the Office of Adult Education and Literacy (OAEL) Web site at http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml.

Applications must be received by OAEL staff no later than 2 p.m., Eastern Daylight Time (EDT), May 29, 2013. The application should be mailed, commercially delivered, or hand delivered. Faxed copies, including document revisions, will not be accepted.

For questions regarding the EL/Civics program, application process, or finance, please contact James André, specialist for federal programs, OAEL, via e-mail at James.Andre@doe.virginia.gov or by telephone at (804) 371-7852.

