



#165-22

**Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #165-22**

DATE: August 5, 2022
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **Approval of ISAEP Grant Funds for School Year (SY) 2022-2023**

The purpose of this memorandum is to announce the approval of Individual Student Alternative Education Plan (ISAEP) grant funds for SY 2022-2023. **Attachment A** includes final allocations by school division.

ISAEP grant funding is provided through Lottery proceeds which are available in January of each year. In order to receive the funds, school divisions must submit a grant application annually. Final allocations are determined based on the number of school divisions that apply for the funds.

For SY 2022-2023, it is anticipated that the first ISAEP grant payments will be processed and deposited by January 31, 2023. Funds will be disbursed in automatic equal payments semi-monthly through the Electronic Data Interchange (EDI) payment process. Requests for reimbursement are not required for this grant.

School divisions must maintain all financial support documentation and a record of all equipment purchased with ISAEP grant funds in accordance with the Library of Virginia Records Retention and Disposition Policies. Funds are to be used to augment the ISAEP program's resources.

As a reminder, students participating in an ISAEP program must be reported with a GED® Program code of 2. It is important that these students are reported accurately as this information is used to validate Virginia's Adult Education reporting. In addition, schools earn 75 points in the Graduation and Completion Index in state accreditation for students who earn a GED® through ISAEP. Students enrolled in an ISAEP must also be reported on the Master Schedule Collection. SCED Code 22004 is specifically for ISAEP/GED® Programs. This information was shared in the VDOE Office of Data Services' *Tuesday Telegram* email, which was sent on May 10, 2022 to SSWS Educational Registry Application contacts.

For more information

If you have questions about the ISAEP program, please contact Beverly Godwin, Ed.D., Adult Secondary and ISAEP Specialist, by email at GEDinfo@doe.virginia.gov or by telephone at (804) 786-7644. For questions pertaining to data collection requirements, please contact Carol Wells Bazzichi, Data Collection Manager, at Carol.Wellsbazzichi@doe.virginia.gov or by telephone at (804) 225-4847.

JB/DSE/aar

- A. Attachment: [2022-2023 Final ISAEP Grant Award Allocations](#) (DOCX)