# Superintendent’s Memo #113-19

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA  
Department of Education**

DATE: May 10, 2019

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Individual Student Alternative Education Plan (ISAEP) Program Application for 2019-2020

The Virginia General Assembly has provided state funding in the amount of $2,247,581 for fiscal year 2020 (SY 2019-2020) to school divisions with ISAEP programs, as set forth in the *Code of Virginia* [§22.1-254.D and E](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-254/) and approved by the American Council on Education as a GED® Options Program. Funds will provide services for students 16 years of age and older who meet program provisions established in the *Code of Virginia* and in the guidelines of the Virginia Board of Education.

Please refer to the [application packet](http://www.doe.virginia.gov/instruction/adulted/grants_funding/isaep/2019-20-isaep-application.docx) for specific instructions about the submission of application materials. If no program is planned, write your school division’s name and code, as well as the words “No Program Is Planned,” on the face of the cover sheet that is included in the Appendix of the application packet.

An original grant application and one paper copy must be mailed to:

Virginia Department of Education

Beverly Godwin, Adult Secondary and ISAEP Programs Specialist

Office of Career, Technical, and Adult Education

P.O. Box 2120

Richmond, Virginia 23218-2120

Application materials must be received no later than 2 p.m., June 7, 2019.

If you have any questions, please contact Beverly Godwin, Adult Secondary and ISAEP Programs Specialist, at [OAEL@doe.virginia.gov](mailto:OAEL@doe.virginia.gov) or by telephone at (804) 786-7644.

JFL/GRW/aab