



COMMONWEALTH of VIRGINIA
Department of Education

March 25, 2016

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: Continuation Grant Application for Integrated English Literacy and Civics (IEL/Civics) Education Funds, 2016-2017

The IEL/Civics application packet for FY 2016-2017 funds is now available. Regional and nonregional Adult Basic Education and Literacy programs, community colleges, and community-based literacy organizations (CBLOs) approved through the FY 2013-2014 competition are eligible to apply for these continuation funds. The purpose of the IEL/Civics funds is to support activities that integrate English literacy and civics education for adult learners of limited English proficiency and prepare these adults for employment. 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.

Grants will be authorized for the period beginning July 1, 2016, and ending June 30, 2017, 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 (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., June 3, 2016. The application should be mailed, commercially delivered, or hand delivered. Faxed copies will not be accepted. Due to newly instituted security protocols at the James Monroe Building, please call OAEL in advance at (804) 786-3347 if you plan to hand deliver your application.

For questions regarding the IEL/Civics program or the application process, please contact Melissa Dixon, grants manager, OAEL, via e-mail at melissa.dixon@doe.virginia.gov or by telephone at (804) 786-7643.

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