



COMMONWEALTH of VIRGINIA
Department of Education

September 27, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: Year-Round School Planning Grant Application and Instructions for Existing Programs

The 2013 General Assembly included funding for planning grants in the 2013 Appropriation Act to assist interested school divisions in planning for the establishment of extended school year programs/year-round school programs. During that session, \$412,500 was included in the second year from the general fund for planning grants of no more than \$50,000 each for local school divisions pursuing the creation of new extended school year programs/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 138.U](#) of the 2013 Appropriation Act)

In [Superintendent's Memo #177-13](#), issued July 5, 2013, this Department asked local school divisions interested in pursuing a planning grant to establish extended school year programs/year-round school programs to submit a completed PDF version of an application and related materials to the Virginia Department of Education Office of Policy at Policy@doe.virginia.gov by 5 p.m. August 1, 2013. Those applications have been received and awards are being made to the selected school divisions. However, a balance of \$116,629.36 remains, and, as indicated in [Item 138.U](#) of the 2013 Appropriation Act, school divisions with existing extended school year programs/year-round school programs may apply for the remaining funds for purposes of planning for those programs for the 2014-2015 school year. Individual awards will be no more than \$50,000.00.

Each application submitted for existing programs must indicate that the interested school division currently has an extended school year program/year-round school program, include an explanation as to how the planning grant funds may be used to enhance the current academic program and close the achievement gap (if any) in this school, and address the distinctions between the currently existing program and the modified program. Implementation must be planned for the 2014-2015 school year. In order to be considered for selection, applicants must submit a complete response which addresses all of the application requirements. Incomplete applications may not be considered.

You will find links for the instructions and application below. School divisions with existing programs that are interested in this planning grant funding must submit a complete PDF version of the application and related materials to the Virginia Department of Education Office of Policy at Policy@doe.virginia.gov by **5 p.m. October 25, 2013**. Please contact the Office of Policy at (804) 225-2092 or by e-mail at Policy@doe.virginia.gov if you have any questions.

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Attachments:

- a. [Instructions for Application for a Planning Grant for Local School Divisions with Existing Extended School Year Programs/Year-Round School Programs](#) (PDF)
- b. [Application for a Planning Grant for Local School Divisions with Existing Extended School Year Programs/Year-Round School Programs](#) (Word)