

Please Type or Print in Ink

GAF: Grant Approval Form

RAE# _____

FOR GRANT APPLICATIONS \$2,000 OR MORE

Office Use Only

Date of Board Meeting: _____

Agenda Item No. _____

New Grant

Section 1: General Information:

Continuation

Grant Start/End Dates: 07/1/2012 – 06/30/2013 Application Deadline: 04/16/2012 Grant Amt: \$428,153

Funder's Grant Title: Adult General Education and Family Literacy Your Grant Title: Adult General Education

e.g. Weller Teacher Mini-Grant, Building Blocks for Success, etc. e.g. Up, Up and Away, Exploring Our Heritage, Young Galileos, etc

Grant Writer: Laurel Chase School/Dept. SCTI/Adult Education Phone 924-1365 Ext 62406

Grant Contact Person* Trent Terry, Asst. Dir. School/Dept SCTI Phone 924-1365 Ext 62360

*This is the school/district-based person who is in charge of the grant.

Schools/Programs to be served by this grant	# of staff impacted	# of students impacted	# of parents impacted
SCTI/Adult General Education Program	55	2,200	n/a

Does this grant require matching funds? Yes No If yes, what amount? _____ How will these funds be raised? _____

Grant Description

Please fill in all blanks. Do not refer to attachments in your summaries. Do not attach separate sheets.

Briefly summarize the overall purpose/objective of the grant and indicate how this grant will contribute to the needs and goals of your School Improvement Plan and/or District Plan. (Not grant activities)

The purpose of this grant is to assist adults in becoming literate, obtaining skills to assist in their children's educational development, completing high school or the equivalent, and preparing for post-secondary education and employment. The target population is adults, aged 16 and over, who are deficient in reading, math and language skills; lack a high school diploma; and/or are limited in English language proficiency. It will contribute to the SCTI school improvement plan by promoting the development of students' reading, language and math skills.

Briefly list grant program activities (what is going to be done with the grant funds):

This grant will support classroom instruction to assist adults in developing basic literacy skills and preparing for a GED high school equivalency diploma at multiple sites around the county. It will also support related counseling services and professional development for staff.

Please provide a brief explanation of pertinent budget items that will be funded through this grant. (Please indicate if funds will be used for new/old staff position, contracted services, travel, materials/supplies, equipment/furniture, facilities, and other applicable items.)

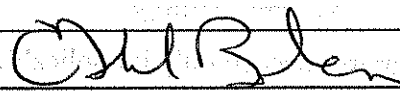
The budget provides salary for part-time (hourly) staff including instructors, teacher aides, and counselors; staff professional development and travel; membership in the Florida Adult Technical Distance Education Consortium for shared online instructional services; and instructional supplies, software, and equipment.

How will grant activities be continued after the end of grant period?

This is a supplementary instructional program. Should the grant end or not be funded, the services will not be continued at the end of the grant period.

Todd Bowden, Director

Print Name of Cost Center Head



Signature of Cost Center Head

4/15/12

Date

Send this completed form and 1 copy of your grant to the Grants Office, Research, Assessment, and Evaluation-Landings

Please Type or Print in Ink

GAF: Grant Approval Form

Section Two: Summary for grants over \$2,000.

(These grants require School Board approval and must be placed on the School Board Agenda by Grants Office staff.)

Fiscal Management will be done by:

- District Finance Office
- School Internal Account
- Other (name): _____

Project number, if known: _____

- Entitlement/Flowthrough
- Competitive/Discretionary
- Continuation
- Other: _____

Fund Source:

- Federal: Indirect cost \$ _____
CFDA # _____
- State
- Local Foundation
- Other: _____

Name of Primary Fund Source	Funder's Contact Name	Funder's Address	Phone Number	\$ Amount
Adult Education and Family Literacy Act	Paula Starling Grants Manager	Office of Grants Management Florida Department of Education 325 W. Gaines Street, Room 325 Tallahassee, FL 32399-0400	(850) 245-9047	\$428,153



NOTE: If MAJOR TECHNOLOGY is part of this grant:
(does not include cameras, DVD players, etc.)

Your school technology support personnel must review the physical capabilities of the area involved and agree that no additional wiring or electrical work, beyond what is provided through the grant, will be needed to complete the project. Please have your technology support staff member sign off on your project here.

Technology Support Staff



NOTE: If your project involves CONSTRUCTION or requires RETROFITTING space:

Please call Jody Dumas to discuss your project and receive approval to go forward with your proposal. He can be reached at 361-6311 ext. 68824. If approved, you will need to create a memo for his approval and signature, to be included with your GAF.

Thank you. Please call ext 927-9000 ext. 32172 with questions.

GRANTS OFFICE USE ONLY

Section Three: Signatures

Grants Office personnel will obtain applicable signatures in this section

Non file
*DISTRICT DIRECTOR OF TECHNOLOGY INFORMATION SERVICES

Non file Non file - Construction
*DIRECTOR OF FACILITIES SERVICES

[Signature]
RESEARCH, ASSESSMENT & EVALUATION (RAE)

Non file
DIRECTOR OF BUDGET

Non file
*EXECUTIVE DIRECTOR OF ELEMENTARY, MIDDLE, OR SECONDARY

Non file
ASSOCIATE SUPERINTENDENT

Jody White
SUPERINTENDENT

*Signatures needed only if applicable.

Send this completed form and 1 copy of your grant to the Grants Office, Research, Assessment, and Evaluation-Landings