ESLTP TA Narrative

Directions:
The Grant Narrative should not exceed 7 pages, double spaced, 12-point font. Any pages beyond that will not be reviewed. Section Headers are encouraged.

Section 1: Demonstrated Effectiveness in providing Technical Assistance to Adult Education and Literacy Programs as it relates to IET/ICAPS

- Discuss any prior technical assistance or professional development as it relates to the Illinois Integrated Education and Training Programs (ICAPS).

- Identify experience in providing technical assistance in a face to face and / or virtual environment.

- Identify the staff members qualifications in providing the professional development or technical assistance as it relates to work-based learning and ICAPS.

- Discuss strategies you may employ to assist a struggling program achieve their targets and improve student outcomes.

Section 2: Demonstrated Effectiveness on providing Technical Assistance in relation to the following topics:

Provide detailed and explicit examples of experience in providing targeted professional development and technical assistance as it relates specifically to the following topic areas.
- Universal Design for Learning and Inclusive Design.
- Diversity, Equity, and Inclusion
- Trauma
- Marketing / Recruitment
- Teaching Special Populations (students with physical or cognitive impairments)
- Developing continuous improvement plans.

Explain how this professional development will ensure ESLTP programs will enhance services and increase outcomes for the targeted student population.

Section 3: Program Design
Identify the proposed technical assistance proposed and discuss how the plan will aid programs in achieving the mission of the ESLTP program. Be sure to address the following:
- the qualifications of the staff members providing the professional development and technical assistance.
- the proposed plan for providing the proposed services.
- a timeline for providing the proposed services.

- strategies for measuring success
- processes for identifying areas for continuous improvement.

Section 4: Data Management

Discuss a proposed data management system that tracks the required components of the ESLTP program and how it will be developed, maintained, and supported.