



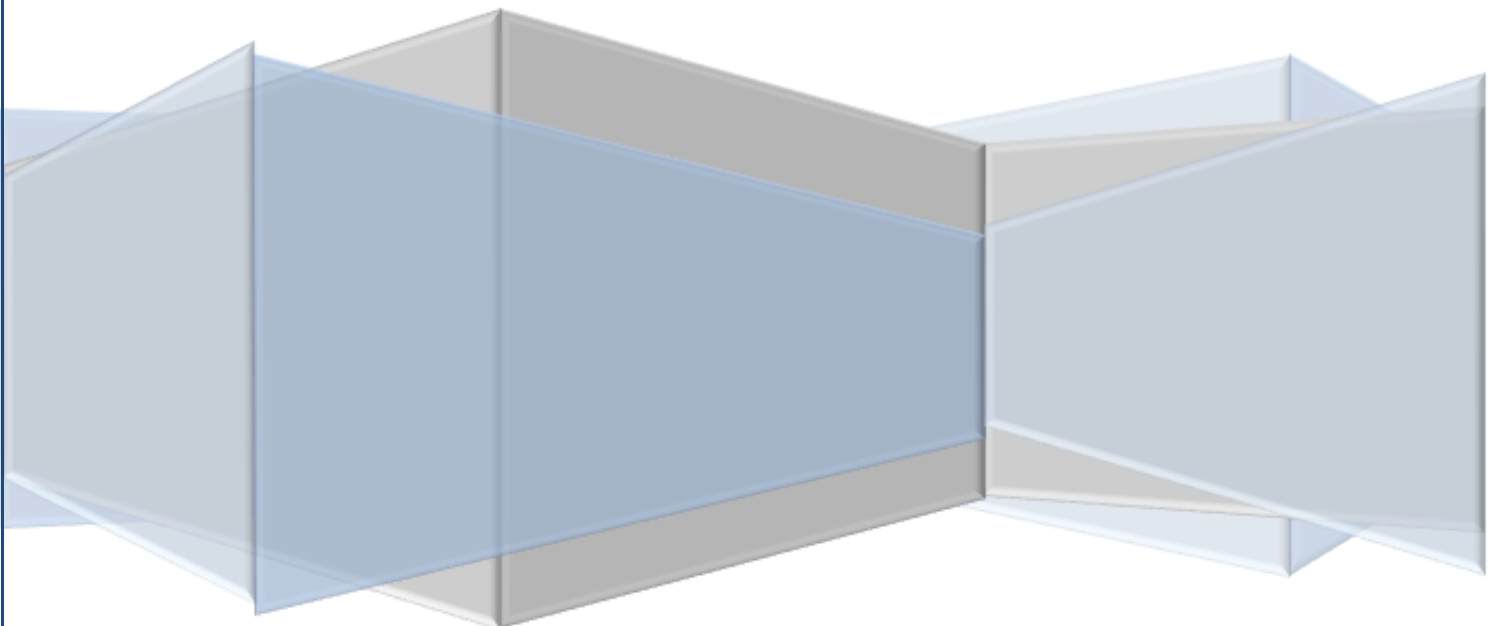
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**FY 2023**

**ADULT EDUCATION  
AND LITERACY**

**INTEGRATED ENGLISH LANGUAGE AND  
CIVICS INSTRUCTION NARRATIVE  
INSTRUCTIONS**

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## Directions:

Revise each section of the original FY22 Grant Narrative for the IELCE questions. You are not held to the 25 page limit on the original narrative, but please remember you are only revising appropriate sections to address changes in your proposal.

- You **MUST** use either **RED FONT** or **Track Changes** in the original narrative to address any changes or revisions to your proposal.
- If you do not use the appropriate font color or track changes, the document will be returned to you for corrections.

The following outlines the key priorities for each section in the original narrative.

## General Education Provisions Act (GEPA)

Provide a statement that your agency will address equity issues identified under the General Education Provisions Act (GEPA) section 427.

## Section 2: Partnerships and WIOA Alignment

Describe how your proposed programming and goals align with your local workforce innovation board(s) plan(s). Specifically, identify how your proposed activities will meet the goals and priorities of the local plan and meet the education and employment needs of the area.

- Summarize any relevant partnerships, including plans to subgrant the award and any applicable cooperative agreements to carry out activities.

## Section 4: Program Design

Describe the IEL/CE program developed under Section 243 of WIOA that will be delivered in combination with the IET. Include the occupational or career clusters for the IET program. Include the use of technology; contextualization of reading, math, and language acquisition; the support services that will be offered; and, based on the definition, the learner population to be served including those seeking instructional services who are professionals with degrees. Include updates to the Delivery of IEL/CE Services and Standards and Competencies.

## Section 5: Recruitment and Retention

Describe a clear student recruitment and retention strategy with timelines, objectives, and evaluation methods.

## Section 6: Instruction and Assessment

Describe the instructional services offered and identify how these services will be of sufficient intensity and duration to achieve improved education functioning levels for learners. Include plans for instructional staff to complete the Standards Proficient, Specialist, and Master Pathways.

- Discuss strategies for continuous improvement in achieving Measurable Skill Gains and credential attainment. Include how ESL Standards and Competencies will be included in

the delivery of IELCE.

## **Section 7: Contextualized Instruction, Bridge and IET Programs**

Discuss how the contextualized instruction, Bridge and IET programs will lead to measurable skill gains, credential attainment, and success of other performance measures identified in Section 7 of the Notice of Funding Opportunity.

- Describe how Integrated Education and Training (IET) options are incorporated into the IEL/CE program. Indicate how the applicant will ensure all components are provided and available to the students. Explain how you will use the IECLE toolkits located at [https://www.iccb.org/iccb/wp-content/docs/adulted/IL\\_IELCE\\_Tool\\_Kit.pdf](https://www.iccb.org/iccb/wp-content/docs/adulted/IL_IELCE_Tool_Kit.pdf).
- Indicate how the applicant proposes to connect IEL/CE instruction with postsecondary education/training, employment, and the workforce system including the local one-stop system. Indicate the instructional practices and activities that will be used based on research and how the program will ensure instructors have the training to provide instruction in the IEL/CE program.

## **Section 8: Data and Monitoring**

Discuss how quality data will be used to guide continuous improvement.

## **Section 9: Support and Service Integration**

Student support services are a crucial component in ensuring students are successful in meeting their individual goals such as improving literacy levels and transitioning to postsecondary education and employment. Programs should provide comprehensive student support to reduce personal barriers to retention and accelerate smooth transitions within and between educational/training providers and into the workforce.

## **Section 10: Professional Development**

Outline your institution's Professional Development Plan and discuss how your plan will ensure the professional development is connected to the ICCB priorities