

**Workforce Development Agency – SOM  
Office of Adult Education  
201 N. Washington Square  
Lansing, Michigan 48913**

Authority: P.L. 105-220, Workforce Investment Act of 1998, Title II, Adult Education and Family Literacy Act

Direct questions regarding this form to the Office of Adult Education at (517) 373-8800.

Completion: Voluntary. (Consideration for funding will not be possible if form is not filed.)

**Adult Learning WIA Core Programs  
2012-2013**

**APPLICANT**

<b>Applicant Name</b> AAA - TEST Schools	<b>District Code</b> 33001
<b>Address</b> 2727 Alliance Drive Suite #1	
<b>City</b> Lansing	<b>Zip Code</b> 48910
<b>Telephone</b>	<b>Fax</b>

**CONTACT PERSON**

<b>Contact Name</b>	
<b>Address</b>	
<b>City</b>	<b>Zip Code</b>
<b>Telephone</b>	<b>Fax</b>
<b>Email Address</b>	

## Adult Learning WIA Core Programs - Important Information

Agency: AAA - TEST Schools

Recipient Code: 33001

Application Description:

### **2012-2013 WORKFORCE INVESTMENT ACT (WIA) TITLE II CONTINUATION GRANT**

This is a two-year continuation grant cycle for 2012-2013 and 2013-2014. Only agencies (sub-recipients) that received federal funding during the last two-year grant cycle (2010-11 & 2011-12) are eligible to apply.

The Project Narrative that was completed for the 2011-2012 grant application will be uploaded to the 2012-2013 & 2013-2014 grant application in MEGS+. Please make applicable changes (if necessary) to the narrative to reflect your plans to operate an adult education program for the **NEXT TWO YEARS (2012-2014)**. You also have the option of deleting the existing narrative and submitting a new narrative.

Eligible applicants must operate an adult education program and may apply for the following federal WIA Title II funding source (s) within the WIA Core application:

General Instruction

EL Civics

Institutional (local jail programs)

Please complete the application to reflect providers, program offerings, assessments, partnerships, operations and processes effective for 2012-14 (July 1, 2012 - June 30, 2013 and July 1, 2013 – June 30, 2014). Please be sure to address the 12 major components necessary to operate an effective adult education program listed in AEFLA Section 231(e) WIA Title II, 1998. (See Project Narrative Components in the Program Information section of the grant application in MEGS+ for these components.)

**YOU MUST COMPLETE A ONE (1) YEAR BUDGET FOR EACH FUNDING SOURCE SELECTED. IN 2013-2014 YOU WILL BE REQUIRED TO COMPLETE ANOTHER YEAR BUDGET BASED ON THE AVAILABILITY OF FUNDS.**

NOTE THE FOLLOWING:

Indirect costs are not allowed.

Administrative costs, which include professional development activities, cannot exceed 5% of the grant total.

Eligible applicants are required to identify other funding sources used to support the adult education program, and complete appropriate budget pages as follows: Anticipated Tuition and Fees, and Anticipated Other

Local.

**(Do not include any State Section 107 funds within these budgets, as these funds are identified in a district's Section 107 application only.)**

### **GENERAL INSTRUCTION:**

Only qualified agencies are eligible to apply.

Utilize the Program Guidance and Instructions to complete the application.

Complete the General Instruction budget pages.

If applicable, complete Anticipated Tuition and Fees, and Anticipated Other Local budget pages.

Update the Project Narrative to reflect operations for 2012-2013 & 2013-2014.

### **INSTITUTIONAL:**

Only qualified agencies are eligible to apply.

Utilize the Program Guidance and Instructions to complete the application.

Complete the Institutional budget pages.

If applicable, complete Anticipated Tuition and Fees, and Anticipated Other Local budget pages.

Update the Project Narrative to reflect operations for 2012-2013 & 2013-2014.

### **EL CIVICS:**

Only qualified agencies are eligible to apply.

Utilize the Program Guidance and Instructions to complete the application.

Complete the EL Civics budget pages.

If applicable, complete Anticipated Tuition and Fees, and Anticipated Other Local budget pages.

Update the Project Narrative to reflect operations for 2012-2013 & 2013-2014.

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**Do Not  
Apply**

**Apply  
Now**

- 
- 

**Funding Source**

Federal General Instruction  
Federal EL Civics  
Federal Institutional



# Adult Learning WIA Core Programs - Regional Project Narrative

Agency: AAA - TEST Schools

2012 - 2013

Recipient Code: 33001

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## **A. Regional Adult Education and Literacy Needs and Priorities**

a

## **B. Program Design**

1. Curriculum and Instruction

b

2. Program Intensity and Duration

c

3. Alignment with State Performance Objectives

d

4. Technology

e

5. Tuition/Fees

f

6. Recruitment and Retention

g

## **C. Staff Development**

h

## **D. Coordination of Efforts**

i

## **E. Performance and Evaluation**

1. Adult Learning Plans

j

2. Assessment

k

3. MAERS

l

4. Follow-Up

m

## **F. DETERMINATION OF FUNDING**

f

## **G. INSTITUTIONAL PROGRAMS**

# Adult Learning WIA Core Programs - Regional Project Narrative

Agency: AAA - TEST Schools

2012 - 2013

Recipient Code: 33001

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## H. EL CIVICS PROGRAMS

h

### Federal General Instruction Budget Summary For AAA - TEST Schools

Recipient Code	Grant Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
33001	131130		84.002A	07/01/2012	06/30/2013	2013

Function Codes	FunctionTitles	Salaries (1000)	Benefits (2000)	Purchased Services (3000, 4000)	Supplies & Materials (5000)	Capital Outlay (6000)	Other Expenses (7000, 8000)	Total
130	Adult Continuing Education							\$0
210	Support Services – Pupil							\$0
220	Support Services – Instructional Staff							\$0
230	Support Services – General Administration							\$0
240	Support Services – School Administration							\$0
250	Support Services – Business							\$0
260	Operation and Maintenance							\$0
270	Pupil Transportation Services							\$0
280	Support Services – Central							\$0
290	Support Services – Other							\$0
330	Community Activities							\$0
350	Custody and Care of Children							\$0
	SUBTOTAL							\$0
410	Payments to Other Public Schools Within the State of Michigan							\$0
440	Payments to Other Government Entities							\$0
450	Facilities Acquisition							\$0
490	Prior Period Adjustments							\$0
	SUBTOTAL							\$0
	<b>TOTAL</b>							<b>\$0</b>

Administrative Costs Percent

0.00%

Contact Information
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Business Office Representative

Name: Phone: EXT: Email:

Project Contact Person

Name: Phone: EXT: Email:

**Federal General Instruction  
Budget Detail**

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**ISD/Agency:** AAA - TEST Schools

**District Code:** 33001

Func. Code	Description	FTE / Hours(h)	Salaries (1000)	Benefits (2000)	Purchased Services (3000, 4000)	Supplies & Materials (5000)	Capital Outlay (6000)	Other Expenses (7000, 8000)	Total
	<b>Grand Total</b>	<b>0/0</b>							<b>\$0</b>

### Federal EL Civics Budget Summary For AAA - TEST Schools

Recipient Code	Grant Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
33001	131120		84.002A	07/01/2012	06/30/2013	2013

Function Codes	FunctionTitles	Salaries (1000)	Benefits (2000)	Purchased Services (3000, 4000)	Supplies & Materials (5000)	Capital Outlay (6000)	Other Expenses (7000, 8000)	Total
130	Adult Continuing Education							\$0
210	Support Services – Pupil							\$0
220	Support Services – Instructional Staff							\$0
230	Support Services – General Administration							\$0
240	Support Services – School Administration							\$0
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	SUBTOTAL							\$0
	<b>TOTAL</b>							<b>\$0</b>

Administrative Costs Percent

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Business Office Representative

Name: Phone: EXT: Email:

Project Contact Person

Name: Phone: EXT: Email:

**Federal EL Civics  
Budget Detail**

01/04/2013 1:24 PM

**ISD/Agency:** AAA - TEST Schools

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Func. Code	Description	FTE / Hours(h)	Salaries (1000)	Benefits (2000)	Purchased Services (3000, 4000)	Supplies & Materials (5000)	Capital Outlay (6000)	Other Expenses (7000, 8000)	Total
	<b>Grand Total</b>	<b>0/0</b>							<b>\$0</b>