FRIDAY FACTS
FROM JEFF GOVE, STATE ABLE DIRECTOR
ADULT BASIC AND LITERACY EDUCATION
April 1, 2011

Status of FY 2012 ABLE Instructional and EL/Civics Grants in CCIP

The State ABLE program is working with ODE to load the FY 2012 tentative allocation amounts into the CCIP system. Once the allocation amounts are in CCIP, programs can access their CCIP ABLE applications. The current due date of May 6th will be changed to a later day in May. The new due date will be established and communicated to all programs once the system is accessible. We apologize for any inconvenience this may be causing.

ABLE Funding Available

The State ABLE Program is making available to programs additional funding. Programs may apply for up to two requests: one for the general ABLE capacity-building and one for the funding specific to ABLE-CC partnerships. However, when applying for both types of funding, the program must identify which of the two requests is a priority for funding consideration. If funds remain after all the initial, high priority requests have been evaluated, the remaining requests will be reviewed and considered.

- Funds For Capacity-Building

The Ohio Department of Education did not expend all the funds earmarked for transitioning our office to the Ohio Board of Regents. As a result, we committed to our federal program office to allocate as much of these funds as we can in an efficient and timely manner. The challenge is that they need to be requested, approved, loaded into CCIP, and expended by June 30, 2011.

The intent of these funds is to help programs build their capacity to increase student success in areas of academic gains, GED completion, transitioning to postsecondary education, or training and employment.
Funds To Support ABLE-College Partnerships

The ABLE-college partnership is conducting a pilot as part of the Developmental Education Initiative (DEI) to provide a better instructional option for students who have been judged through placement testing to need multiple developmental education classes to bring their skills to the college ready standard.

Incorporating a holistic approach to remediation, basic skills instruction targeted to specific learner needs, evidence-based teaching methods, contextualized instruction, and a variety of modes—e.g., individualized, large group, small group, computer-based is a major, complex, and challenging undertaking. It is understood that ABLE programs vary in the degree to which all of these elements are present in their programs currently. ABLE programs who have submitted with a community college or branch campus a formal agreement to align the provision of remedial services may apply for up to $15,000 to strengthen the partnership by enhancing current practices and/or trying different ways of supporting students in acquiring the skills and knowledge needed to progress to postsecondary education and/or training.

Programs may wish to apply individually or pool resources to try a larger intervention. These grant funds are intended for use to supplement the current ABLE funding. A program can apply to one or both of these offerings but priority will be given to the one identified by the program as being most important. Attached to this Friday Facts are both of the ABLE “Request for Additional Funds” Forms and a more full description of how funds may be used to support the capacity building and the ABLE-College pilots.

Requests will be reviewed on a first-come, first-served basis, each on its own merits. Because of the quick timeframe, requests will be due to us by Friday, April 22nd. We will expedite the review and approval process as quickly as we can. Programs may request additional funding between $1,000 and $15,000.00. Please direct specific questions to your regional ABLE consultant. Thank you.

NEEDED: A Few Interested Programs

The Ohio ABLE program is applying to be a participant in the National Career Awareness Project of the National College Transition Network. The funds supporting this project are through the U.S. Department of Education, Office of Vocational and
Adult Education. If accepted, Ohio ABLE would have an opportunity to build its capacity to offer career awareness information to ABLE students and to integrate this information into ABLE curriculum.

To submit the application, we must identify four local ABLE programs and two teachers or counselors from each program to participate. The two staff members, who should have a sincere desire to increase their students’ career readiness, would need to:

- Commit to participating in a six-week online class (approximately 3 hours per week) during July-August, 2011 and three 90-minute conference calls or webinars. During this period participants will develop a plan for implementing selected Integrating Career Awareness (ICA) into the ABE and ESOL Classroom lessons.

- Commit to implementing selected lessons during the months of September-December, 2011 and participating in an online community and team conference calls for approximately 3-5 hours per month

- Administer a learning gains assessment provided by the project

- Complete a pre-post assessment to document satisfaction with project and learning gains.

Participating staff will each receive $150 from the project. Additionally, each participating program will receive $2000 ($1000 per participant) that can be used to further compensate staff and/or to support the projects’ implementation. In addition during the course of the project, the state lead will develop a written plan for disseminating the career awareness curriculum and for professional development on the use of the ICA curriculum. Jody Angelone, Director of the Northwest ABLE Resource Center, will serve as our state lead for this project.

If you and your teachers are interested in being considered for taking part in this project, please contact Karen Scheid, kscheid@regents.state.oh.us, or Jody Angelone, jody_angelone3@owens.edu, no later than April 8, 2011. Thank you.
FY2012 Grant Q&A

Some programs have asked questions about the grant. Here is a set of questions asked as of this date with the responses from our office. If you have any further questions please contact your regional consultant.

Q: Since rent for classroom space is to support teaching, can rent be coded as Instruction/400 in the budget?
A: No, rent is coded in Facilities/400 and part of overall administration charges.

Q: My treasurer said that ABLE staff cannot be paid to attend PD through the PD/100 or PD/400 line items. How do I budget staff PD “release time”?
A: Our office is in the process of getting clarification on this issue and will let programs know as soon as we get a resolution.

Q: Is there any room for negotiating the 15% administrative cap?
A: Yes, Administrative percentages can be negotiated between the program and the State ABLE Program, up to a limit. Our federal legislation requires states and local grantees to allocate no less than 82.5% for direct instructional services to students.

Q: How do we cut down on administrative costs?
A: Consider reducing your facility costs. If rent is a large part of your budget, consider moving to another location that is more reasonable. Another way to cut down on the governance/administrative cost is to increase the support (coordinator) role of the administrator and decrease the administrative duties. One person can perform both functions as long as this is documented through time and effort-type logs/timesheets as well as differentiated in the grant budget, budget narrative and personnel page.

Q: Do ABLE consortium programs need to review their current partner agreements and/or MOUs and update them as part of their FY 2012 ABLE Instructional Grant addendum?
A: Yes. The FY 2012 ABLE grant is a continuation of the original FY 2010 competitive grant which required submission of Partner Agreement signatures and/or formal MOUs. The assumption in FY 2011 was that these relationships were the same as in FY 2010. Because we are two years out, it’s time for programs to review the agreements and update these required, grant documents to reflect current partnerships. If all FY 2010 partnerships are still in place, then no updates are
required, unless the program wants to do so voluntarily. If any partnerships have changed, then these need to be updated and submitted as part of the FY 2012 grant addendums. More guidance about this, similar to FY 2010, will be sent out next week.

**Grant Components**

In tough economic times, ABLE budgets are stretched thin, which makes it imperative for directors to make prudent financial decisions while meeting the needs of the community. As a result, if a program director wants to discontinue a component in the grant, the decision should be based on a sound rationale and supporting data.

For example, although a program may be in a region that requires it to have an ESOL component, the director may discontinue the component based on the census data, low enrollment, and the FY2010 grant requirements.

To discontinue the ESOL or Corrections Education components, fiscal agents must adhere to the following guidelines.

1) The director discusses the decision with the Regional State ABLE consultant.
2) The decision is based on a sound rationale that includes supporting information such as enrollment trends, census data, and description of duplication of services in the community.
3) The program has a plan in place for serving the students represented in these components such as through distance learning or referring to another ABLE or non-ABLE program in the community. The partnerships need to be described in the CCIP Funding Application Partnership question.
4) The program’s cost per student must not be higher than the FY 2011 cost even with the discontinuation of the component.

If you have any questions, please contact your State ABLE consultant.

**OAACE Conference 2011: Navigating Change**

Just Two Weeks Away… It is time for you and your staff members to take part in the upcoming annual OAACE Conference on April 14-15, 2011 at the Embassy Suites-Dublin.
Thursday, April 14 – This day has high interest pre-Conference sessions that will include national advocacy expert Art Ellison, OLEA Leadership Academy facilitators, and state trainers on Support Staff Services, ESOL Basics, Learning to Achieve, and Technology.

Friday, April 15 – This is the main day for the Annual Conference of the Ohio Association for Adult and Continuing Education (OAACE). The conference presentations will be geared around the event theme, **Navigating Change**. The strands for the conference include: Instructional Technology; Increasing Student Achievement; ODE/OBR Updates; Transitions to Post-Secondary Education; Assessment; Communications/Marketing; ESOL; Support Services; Leadership/Program Management; Advocacy; Corrections/Re-Entry; and Transitions to Employment.

The **OAACE Annual Membership Meeting and Scholarship & Awards Luncheon** will be held in conjunction with this event. Hotel registration is available at: http://embassysuites.hilton.com/en/es/groups/personalized/C/CMHESES-OCE-20110413/index.jhtml?WT.mc_id=POG

......See you at OAACE

**FY 2010 ABLE Fast Facts**

We are happy to attach an excellent new resource, **2010 ABLE Program Fast Facts**, to this Friday Facts. This resource can help you tell the story of the impact that ABLE programs had within the University System of Ohio in FY 2010. Updates like this, containing Ohio ABLE specific data, will continue to be made available annually on our ABLE web site.

**Congratulations to the FY 2011 STAR Graduates!**

In March of this year, 18 ABLE teachers and administrators from five programs around Ohio (Buckeye, Canton, Cincinnati, Lima and Penta) graduated from the STAR initiative. These practitioners attended three separate Institutes for a total of six days of training packed with information and practice in implementing evidence-based reading instruction for intermediate level readers.
In the upcoming months, these teachers will receive technical assistance through visits and calls as they further implement the assessments and strategies learned in the Institutes.

STAR is a national initiative to provide professional development and technical support to programs wanting to bring evidence-based reading instruction into their classrooms. In Ohio, STAR is managed through the Southwest ABLE Resource Center.

Seated: Lovey Jones, Kristy Appel, Sue Plummer, Sandy Davis
Standing: Deb Norris, Anne Driscoll, Cinda Murphy, Amy Stauffer-McNutt, Julia Gardner, Julie Thumann, Denise Shumway, April Ernst, James Brown, Sue Rossetti, Laura Ball, Dee Dee Dirksen
Unavailable: Debbie Immel, Robbie Thomas

**Reminders**

1. **Hold date for Spring Administrators’ Meeting** - The Spring Administrators’ Meeting will be **May 25, 2011** at the OCLC Headquarters (ocl@oclc.org) at 6565 Kilgour Place in Dublin, Ohio. More details will be available in a future Friday Facts.

**Quotes of the Week**

“The Three Deadly Sins of Management:
Sin Number One: Being a perfectionist.
Sin Number Two: Not delegating enough.
Sin Number Three: Not documenting enough.”

---

Glenn Shepard,
Speaker and Owner of Glenn Shepard Seminars, Inc.