



ProLiteracy and the Florida Literacy Coalition (FLC), are seeking proposals for a pilot project on community collaborations between Adult Education/Literacy programs and local certified domestic violence centers. The objective of the pilot project is to transition survivors of domestic violence to traditional adult education/literacy programs when applicable and track their progress once in the traditional program. ProLiteracy and project partner the Florida Coalition Against Domestic Violence (FCADV) have been working on a state-wide initiative since 2016 to set-up small literacy programs in local certified domestic violence centers. These programs are currently operating in 29 of 42 centers across the state.

Successful applicants will:

- Provide a clear description of how their program will partner with a local certified domestic violence center that serves their community
- Estimate the number of survivors of domestic violence the partnership will serve
- Outline how objectives and outcomes of the proposed project will be measured.

Please note in order to apply for this mini-grant your organization must have a local certified domestic violence partner, and the lead fiscal agent and lead for the mini-grant must be the Adult Education/ Literacy Program.

The project period will run from May 15, 2019- February 1, 2020

**A character limit of 3400 words is approximately one page of text.

Requests for proposals are due April 1, 2019

Please contact Sarah Howell with additional questions- showell@proliteracy.org

To apply for the mini-grant please click [here](#).

We request that all applicants view the [Project Webinar](#) if they didn't attend the session.

Please fill out the registration information to access the video.

101 Wyoming Street, Syracuse, NY 13204
315.422.9121 TEL | 315.422.6369 FAX

Florida Adult Education/Literacy and Domestic Violence Organization Partnership Request for Proposal

ProLiteracy

Applicant Information

Lead Organization*

Please list the name of your organization, or your literacy program if different from your organization name.

Character Limit: 100

Contact Person*

Character Limit: 250

Title*

Character Limit: 250

Email*

Character Limit: 254

Do you charge a fee to students?*

Choices

Yes

No

If you charge a fee to students please explain

Character Limit: 250

What is your organization's annual operating budget?

If your program operates within a larger organization, please provide program's budget versus the organization's budget.

Character Limit: 20

What local certified domestic violence center are you partnering with?*

Character Limit: 250

Domestic Violence Center Contact*

Please include, name, email, and phone number for partner organization contact

Character Limit: 500

Approximately how many students does your program serve annually?*

Character Limit: 8

Projected number of survivors of domestic violence to be served*

What is the projected number of survivors that would be served during the pilot project?

Character Limit: 10

How many paid staff including instructors does your program have?*

Character Limit: 10

Approximately how many volunteers work with your program annually?

Character Limit: 100

Proposal Narrative

Organization Background*

Briefly describe your organization. Please include your organization's mission, services offered, and audience served.

Character Limit: 1000

Needs Statement*

Please describe the need that you and your project partner have identified and why this project is necessary to address the need?

Character Limit: 1000

Objectives*

Please describe how the proposed project will address the problem(s) identified in the Needs Statement. Objectives should be stated in clear, measurable terms. Be sure to include the anticipated number of survivors/students to be served and the approximate amount of instruction that they will receive.

Character Limit: 1000

Project Description*

Describe the project that you and your partner have developed to successfully help survivors of domestic violence continue their education beyond the shelter.

Character Limit: 3400

Budget*

Please put together a budget of how your organization would use the \$3,000 mini-grant. Please show how your budget connects to your project description and overall approach. Some examples of items you could include are:

- Staff Time
- Professional Development
- Materials
- Daycare for classes

Character Limit: 2000

Timeline*

Please outline the steps and time needed to develop and implement the proposed program.

Character Limit: 1000

Evaluation*

ProLiteracy, FLC, and FCADV are requiring programs to track and report how many survivors transition from certified domestic violence shelters to local programs. We also want to track the progress of these learners once enrolled in the local program.

Please describe how learning gains will be measured once survivors are enrolled.

Character Limit: 500

Letter of Support*

Please attach a letter or support from the local certified domestic violence center partner.

File Size Limit: 25 MB

Applicant Agreement

Applicant Agreement*

Applicant hereby agrees that, if selected to receive a mini-grant, it will abide by the terms of a Letter of Agreement that must be signed and returned to ProLiteracy prior to final mini-grant authorization. If selected, it is highly recommended that a project representative from applicant organization attend a regional training in late May 2019. There will be scholarship funds available through the Florida Coalition Against Domestic Violence to assist with travel costs.

Applicant organization hereby agrees that, if selected to receive a mini-grant, it will provide a written evaluation within one month of the project end. The person signing this application on the organization's behalf certifies that the information presented in this application is correct and complete.

Choices

I agree