



Family Literacy Planning Grant Application Guidelines

Parents are their children's first and most important teachers. Research indicates that a mother's reading skills is the greatest determinant of her children's future academic success, outweighing other factors, such as neighborhood and family income. Children of parents with low levels of education are 10 times more likely to have low literacy skills than those who have higher-educated parents.

Family literacy programs work to break this intergenerational cycle by educating and mentoring parents (and caregivers) of young children to engage in literacy activities with their children, while providing an opportunity for parents to improve their own education. When structured well, family literacy programs can have a profound impact on the families they serve. The nature and design of such programs lends itself to deliberative planning and coordination, often with other community partners.

Through the generous support of the [Kislak Family Foundation](#), FLC is pleased to announce a new grant opportunity which will provide up to seven planning grants to local adult and community education providers. These mini-grants will support local program efforts to prepare a detailed plan to fund, launch and effectively operate a community family literacy program.

Developing an Action Plan

If your organization is planning a significant new program, it may be advantageous to take time to engage in a coordinated process to figure out what your program will look like and how it will operate and have a positive impact on people's lives. Before you write a proposal to fund the new effort, you may want to research program models and the needs of your constituents, identify community partners, consult with experts in the field, and conduct other planning activities. To the greatest extent possible, an action plan should be based on solid evidence that the approaches identified are likely to succeed. A planning grant supports such initial project development work.

Grants: Up to \$2,500

Grant Period: Up to 5 months, starting in August 2022.

Application Deadline: July 18, 2022

Definition of Family Literacy Program: For purposes of this grant, planned family literacy programs should include parent adult basic education, literacy, GED or ESOL instruction,

interactive literacy activities between parents and their young children, and age-appropriate educational activities for children.

Collaboration and Partnerships: Applicants are encouraged to engage and work with outside partners in the planning and implementation process. Grant funds may be used for related cost.

SWOT: FLC recommends that your planning process includes a [SWOT analysis](#) (a review of your Strengths, Weaknesses, Opportunities and Threats). This may help you define a strategic direction for the program, leverage your organization's strengths and opportunities and learn from and prepare for obstacles and challenges.

Eligibility Criteria:

Organizations interested in applying must:

- Be a 501(c)(3) non-profit organization or government-based agency (such as public libraries, school districts and state/community colleges) that provides adult basic education, literacy, ESOL, children's education (at a preschool or elementary school level), or family literacy instruction in Florida;
- Provide literacy/education services via classes, small groups, and/or one-to-one tutoring; and
- Commit to basic reporting requirements.

Entities and organizations ineligible to receive a planning grant include:

- Individuals;
- For-profit entities;
- Civic, fraternal, labor, and political organizations;
- Religious organizations, if funds will be used to educate/benefit a specific denomination or congregation or the group intends to proselytize to program participants and/or participants' family members; and
- Groups that discriminate based on age, sex, race, religion, creed, sexual orientation, or marital status.

Allowable Expenditures: Staff time or consultants (up to 60% of grant), costs associated with researching program models, conducting student or community surveys, travel to visit successful programs, identifying community partners and funders or other reasonable costs related to action plan development. Please detail in application budget.

Non-allowable Expenditures: Fundraising events, contributions, and donation, general operating expenses, expenses obligated prior to or after the grant period, lobbying or attempting to influence legislation, capital expenditures (including acquisitions of computer equipment, building projects etc), bad debts, contingencies, fines, interest, and other financial costs, and private entertainment.

Reporting: Grant recipients agree to submit a detailed family literacy program action plan (including Program Milestones Chart), attend two zoom meetings with fellow grantees and provide a financial report on how funds were used.

Submission: This grant application is open to organizations that would like to start a new family literacy program and organizations that would like to significantly expand upon an existing family literacy program.

Applications should be submitted electronically at;

[New Program Application](#)

[Existing Program Application](#)