

**District of Columbia
Office of the State Superintendent of
Education (OSSE)
Adult and Family Education**



**Considerations for Modifying
Fiscal Year (FY) 2020-21 OSSE AFE
Grant Applications and Budgets**



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OSSE Adult and Family Education

FY 2020-21 OSSE AFE Integrated Education and Training (IE&T) Sub-grantees

- Academy of Hope Adult Public Charter School
- Briya Public Charter School
- Catholic Charities of the Archdiocese of Washington
- Congress Heights Community Training and Development Corporation
- Four Walls Career and Technical Education Center
- Latin American Youth Center Career Academy
- Opportunities Industrialization Center of DC (OIC/DC)
- So Others Might Eat (SOME)
- Southeast Welding Center, Inc.
- The Family Place
- YouthBuild Public Charter School
- YWCA National Capital Area



FY 2020-21 OSSE AFE IE&T Sub-grantees – Program Offerings by Industry

	Business Administration and Information Technology	Construction	Healthcare	Hospitality	Infrastructure	Law and Security	Other
Academy of Hope Public Charter School	√		√	√			
Briya Public Charter School			√				√
Catholic Charities of the Archdiocese of Washington		√		√			√
Congress Heights Community Development Corporation						√	√
Four Walls Career and Technical Education Center	√	√					√
Latin American Youth Center Career Academy	√		√				
Opportunities Industrialization Center -DC	√		√				√
So Others Might Eat			√	√			
Southeast Welding Center		√					
The Family Place				√			√
YouthBuild Public Charter School		√					
Young Women’s Christian Association-NCA	√		√	√			√



News from Mayor Muriel Bowser

Wear a mask. Save lives. Stop the spread.

- By working together, we can contain the virus.
- Health experts agree that there are steps we can each take to protect ourselves and others:
 - Wear a mask when you leave home (or if you have guests in your own home).
 - Restrict your activities – just because you can do something doesn't mean you should.
 - Always practice proper social distancing.
 - Practice good hygiene, including washing your hands frequently.
- For additional information, visit coronavirus.dc.gov/phasetwo

Mayor Bowser's Orders

IT'S SIMPLE: WHEN YOU LEAVE HOME, YOU MUST
WEAR A MASK. 

Common allowable exceptions:



You are a child age 2 or younger



You are actively eating or drinking



You are vigorously exercising outdoors
and not close to anyone else



You are in an enclosed office and alone

Wear a mask. Save lives. Stop the spread.

[CORONAVIRUS.DC.GOV](https://coronavirus.dc.gov)



DC HEALTH
GOVERNMENT OF THE DISTRICT OF COLUMBIA

WE ARE GOVERNMENT OF THE
DISTRICT OF COLUMBIA
DC MURIEL BOWSER, MAYOR



Mayor Bowser's Orders (Cont.)

CORONAVIRUS.DC.GOV July 22, 2020 DC HEALTH GOVERNMENT OF THE DISTRICT OF COLUMBIA MURIEL BOWSER, MAYOR

ABRA Enforcement 7

DURING PHASE 2:

- 24 verbal warnings
- 6 written warning citations
- 2 fines

Education ✓
Compliance ✓
Enforcement - in progress



Inspectors now have the ability to immediately issue \$1,000 fines.
Hookah continues to be prohibited in DC

Residents can file a complaint at abra.dc.gov/service/complaint or by calling 202-329-6347

CORONAVIRUS.DC.GOV July 22, 2020 DC HEALTH GOVERNMENT OF THE DISTRICT OF COLUMBIA MURIEL BOWSER, MAYOR

Mayor Bowser's Orders (Cont.)

NEW MAYOR'S ORDER: REQUIREMENT TO SELF-QUARANTINE AFTER NONESSENTIAL TRAVEL

CORONAVIRUS.DC.GOV



DC HEALTH
GOVERNMENT OF THE DISTRICT OF COLUMBIA

GOVERNMENT OF THE
DISTRICT OF COLUMBIA
MURIEL BOWSER, MAYOR

Nonessential Travel

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Beginning Monday, July 27, anyone coming into Washington, DC from a high-risk area who was not traveling for essential activities will be required to self-quarantine for 14 days.



OSSE Telework Posture through Oct. 31, 2020

- OSSE staff will continue to telework during Phase Two and Phase Three of the city's reopening plan through Oct. 31, 2020.
- GED Testing Program is offering GED Testing Services to students with social distancing in place at 441 4th St. NW.
- OSSE AFE staff are available via phone and email.

Considerations for Modifying your FY 2020-21 OSSE AFE Grant Application and Budgets

- OSSE AFE providers must work with their teams to determine the best approach to providing Integrated Education and Training (adult education and literacy, workforce preparation, and workforce training) services, and supportive and transition services to students at a distance, in place-based settings using social distancing and/or via a hybrid of both approaches.
- Considerations:
 - Offer orientation, intake, and assessment services to students in distance learning.
 - Offer adult education and literacy services to students in distance learning.
 - Offer workforce preparation services to students in distance learning.
 - Offer the theoretical aspects of your workforce training programs in distance learning.
 - Work with your teams to come up with creative ways for students to demonstrate competencies and to complete the practicum components of your workforce training program at a distance/remotely. Reach out to OSSE AFE and other providers for suggestions.
 - Offer supportive and transition services to students in distance learning.

Considerations for Modifying your FY 2020-21 OSSE AFE Grant Application and Budgets (Cont.)

- Considerations:
 - If your agency opts to provide place-based services to students:
 - Adhere to the Mayor's orders,
 - Make the necessary modifications/accommodations to your physical space (sites/classrooms) to ensure staff and student safety,
 - Purchase personal protective equipment (PPE), signs, etc.
 - Consult with a medical/healthcare professional to check staff and students' temperature and/or respond to medical concerns and issues,
 - Practice social distancing, and
 - Limit staff and students interactions onsite.

Considerations for Modifying your FY 2020-21 OSSE AFE Grant Application and Budgets (Cont.)

- Considerations:
 - DC residents impacted by the current economy.
 - Current unemployment rate.
 - Future unemployment rate.
 - Uncertainty about current and future job market.
 - Changes/shifts in high demand, high wage, industries:
 - Increase in the job opportunities in Information Technology and Healthcare.
 - Decrease in immediate/short-term job opportunities in Construction, Early Childhood Education, Hospitality, Infrastructure, Law and Security

Considerations for Modifying your FY 2020-21 OSSE AFE Grant Application and Budgets (Cont.)

Considerations:

- Offer workforce preparation and workforce training that meets the changing demands of DC residents, businesses and employers.
- Prepare students for jobs/careers that can be performed remotely/at a distance first, hybrid second, and place-based setting third.
 - Consider – Where the jobs are now and where the jobs might or will be three to six months from now, a year from now, two years from now.
- Work with students to enhance their workforce preparation/employability skills (digital literacy, communication, critical thinking, problem-solving, team-building, resume preparation, interviewing, etc.) so that as more remote job opportunities become available they are more readily able to compete for these jobs.
- Work with students to earn a secondary diploma and to transition to a postsecondary education, (e.g., taking an online course or two and/or participate in advance training) to earn additional credentials and/or certifications that increase their marketability.
- Encourage students to explore entrepreneurship after their attainment of industry recognized certifications to be able to come up with creative ways to generate income for themselves and their families in the current economy.

FY 2020-21 OSSE AFE Federal and Local Grant Award Periods

The table below includes a summary of the OSSE AFE Federal and Local Grant periods, the amount of funding awarded and available for reimbursement during the grant periods, and the number of students to be served during the grant period. Please reference your grant award letter and the table below when modifying your grant application and budget.

OSSE Adult and Family Education Federal and Local Grant Award Periods										
\$79,354		\$370,646								\$450,000
72						18			90 Students @ \$5,000 cost per student = \$450,000	
3 months		6 months		9 months		12 months		15 months		Number of months
7/1/20 – 9/30/20		10/1/20 – 12/31/20		1/1/21 – 3/31/21		4/1/21 – 6/30/21		7/1/21 – 9/30/21		Period of Time
Federal Fiscal Year 2020-21	Local Fiscal Year 2019-20	Federal Fiscal Year 2020-21	Local Fiscal Year 2020-21	Federal Fiscal Year 2020-21	Local Fiscal Year 2020-21	Federal Fiscal Year 2020-21	Local Fiscal Year 2020-21	Federal Fiscal Year 2021-22	Local Fiscal Year 2020-21	Type of Fiscal Year
1 st Quarter of the Federal Grant Cycle	4 th Quarter of the District Local Grant Cycle	2 nd Quarter of the Federal Grant Cycle	1 st Quarter of the District Local Grant Cycle	3 rd Quarter of the Federal Grant Cycle	2 nd Quarter of the District Local Grant Cycle	4 th Quarter of the Federal Grant Cycle	3 rd Quarter of the District Local Grant Cycle	1 st Quarter of the Federal Grant Cycle	4 th Quarter of the District Local Grant Cycle	Quarter

FY 2020-21 OSSE AFE Grant Award (Type, Period and Amounts, Expiration Dates)

The table below includes a sample OSSE AFE Grant Award, including the grant types, grant award periods and the grant funds expiration date. Please reference your grant award letter and the table below when modifying your grant application and budget.

OSSE AFE Grant Award July 1, 2020 – Sept. 30, 2021					
1	2	3	4	5	6
Grant Type(s)	7/1/20 – 9/30/20	Grant Funds Expiration Date	10/1/20 – 6/30/21 and 7/1/21 – 9/30/21	Grant Funds Expiration Date	Total(s)
<ul style="list-style-type: none"> • AEFLA Federal 231- Adult Education and Family Literacy Act, • AEFLA 243 – Integrated English Literacy and Civics Education • AEFLA Federal 225 – Correctional Education 	\$18,485.04**	9/30/21	\$56,514.96	9/30/21	\$75,000
• AFE State	\$17,416.56*	9/30/20*	\$ 131,667.05	9/30/21	\$149,083.61
• AFE Local	\$5,007.96*	9/30/20*	\$15,441.33	9/30/21	\$20,449.29
• WIC Career Pathways Funds	\$21,777.78*	9/30/20*	\$109,833.33	9/30/21	\$131,611.11
• Gateway to Careers	\$16,666.66*	9/30/20*	\$57,189.33	9/30/21	\$73,855.99
Total(s) Amount of Funding Available for Reimbursement	\$79,354		\$370,646		\$450,000
<p>*The AFE State, AFE Local, WIC Career Pathways, and Gateway to Careers local funding that is being awarded for the period of 7/1/20 – 9/30/20 must be expended by 9/30/20. If your agency does not expend all of the local funding by the 9/30/20, the funds will expire and will not be available for use by your agency in FY 21 (10/1/20 – 9/30/21). Feel free to use these local funds to pay for Salaries and Benefits, Professional Services, Supplies and Materials, Fixed Property and Other Objects expenditures for the period of 7/1/20 – 9/30/20.</p>					
<p>**The AEFLA Federal 231- Adult Education and Family Literacy Act, AEFLA 243 – Integrated English Literacy and Civics Education and AEFLA Federal 225 – Correctional Education federal funding that is being awarded for the period of 7/1/20 – 9/30/20 may be expended by 9/30/20. If your agency does not expend all of the federal funding by 9/30/20, the funds will rollover for use by your agency in FY 21 (10/1/20 – 9/30/21). Feel free to use these federal funds to pay for Salaries and Benefits, Professional Services, Supplies and Materials, Fixed Property and Other Objects expenditures for the period of 7/1/20 – 9/30/20 and/or through 9/30/21.</p>					

Next Steps

- Please modify your excel budget workbook to reflect the grant types and amounts listed in the chart in your grant award letter the chart above and upload it in Box by **Friday, Aug. 21, 2020** for review by your AFE monitor.
- Once your agency's excel budget has been approved, log into the Enterprise Grants Management System (EGMS), create an amendment to your grant application and update the Detailed Planned Expenditures Templates per the approved excel budget.
- **Please note that the application in EGMS is for the period of July 1, 2020 – Sept. 30, 2021.**
- OSSE AFE will work with providers to close out the budget modification process by **Friday, Sept. 11, 2020**.
- Cost reimbursements may be submitted immediately after your FY 2020-21 amended application and budgets have been approved in EGMS.

Contact Information

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