LETTER OF INTENT TO APPLY

IMPORTANT: Submit an optionalLetter of Intent (LOI); for planning purposes only, but strongly encouraged, in the online portal found on the [ACLS website](http://www.doe.mass.edu/acls/rfp/) by October 6, 2017. The information contained in the LOI is not binding (e.g., the applicant can change the type or size of services offered, potential partners, etc.) the local workforce area identified is binding.

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| **Legal Name of Applicant Agency:**  |
| **Contact Person:** | **Phone number:** (      )       | **Email:**  |
| **Address:**      |

The agency above intends to submit a response to the FY2019 Multi-Year Request for Proposals for **Adult Education Services.**

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| Please check one: [ ]  The agency intends to apply as a single organization [ ]  or as the lead agency for a collaboration If part of a collaboration, please list collaborating organizations:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Please check one:[ ]  The applicant is a direct recipient of Fiscal Year 2018 Massachusetts Department of Elementary and Secondary Education (ESE) Adult Basic Education (ABE) funding (e.g., not through a subcontract). [ ]  The applicant was an indirect recipient of an ESE ABE grant (through a subcontract with a direct recipient).[ ]  The applicant is a new applicant. |
| Please identify the local workforce area to be served: |
| [ ]  | Berkshire  | [ ]  | Greater New Bedford  |
| [ ]  | Boston  | [ ]  | Hampden County  |
| [ ]  | Bristol | [ ]  | Lower Merrimack Valley  |
| [ ]  | Brockton | [ ]  | Metro North  |
| [ ]  | Cape Cod & Islands  | [ ]  | Metro South/West  |
| [ ]  | Central Massachusetts  | [ ]  | North Central  |
| [ ]  | Franklin/Hampshire  | [ ]  | North Shore  |
| [ ]  | Greater Lowell | [ ]  | South Shore  |
| Please identify the community or communities to be served:The community (or communities)\* in which the applicant (or collaboration) proposes to provide services (locate classes) either directly or through subcontracting, is (or are):      \* Applicants proposing to site classes in more than one community should list each community above. |

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| **Adult Education Services Overview** [[1]](#footnote-1)Identify all services being proposed in this application and the (approximate) total number of students to be served for each during the 4-year contract period in the space provided below.**NOTE:** An applicant’s proposed program design must demonstrate a commitment to serving a minimum of 50 students on an ongoing basis. With the exception of programs whose mission is to serve homeless populations (i.e., such applicants may submit a waiver request as part of their application) **proposals to serve less than these minimums** **will not be reviewed and scored.**   |
|  *English for Speakers of Other Languages* (ESOL)\* \_\_\_\_\_ *Family Literacy\*\_\_\_\_\_\_* |  *Adult Basic Education* (ABE & ASE)\_\_\_\_ *Spanish HSE* \_\_\_\_ *Adult Diploma Program* (ADP)\_\_\_\_ |
| ***Separate Funding Available for:*** |
|  *Integrated Education and Training* (IET) \_\_\_ *Outstationing\*\_\_\_\_* *Integrated English Literacy and Civics Education* (IELCE)\* \_\_\_ |

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| **Please provide the following information:*** **an estimate of the amount of funding to be requested.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **the mission/purpose of the proposed adult education program. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **example(s) of proposed innovation[[2]](#footnote-2) in adult education delivery. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **proposed intensity[[3]](#footnote-3) for improving and accelerating outcomes for individuals most in need of adult education services. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
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**The agency assures that the Department-funded services will be fully accessible to students with disabilities.**

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| **Authorized Signature:** | **Typed Name:** |
| **Title:** | **Date:** |

1. \* Correctional institutions are not eligible to apply for ESOL, Family Literacy, IELCE, or Outstationing. [↑](#footnote-ref-1)
2. innovation - Outcome-driven program design and delivery that is inspired by new ideas and beliefs about teaching and learning and guided by research and evidence-based practice with the goal of advancing significant achievement and growth among students. [↑](#footnote-ref-2)
3. intensity- number of class hours per week. [↑](#footnote-ref-3)