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| **Name of Grant Program:** Adult Education: Primary Instruction by Volunteers | **Fund Code:** 287 |

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| PART III – REQUIRED PROGRAM INFORMATION |

Please respond to the following prompts:

1. Summarize the program’s highlights in FY2019, including any challenges and successes.
2. Provide a sample memorandum of agreement (MOA) between the applicant and a local affiliate organization. Summarize the applicant’s process and considerations for bringing on a new affiliate, including the extent to which grant funds are allocated to support individual local affiliates.
3. Describe how the applicant uses the College and Career Readiness Standards for Adult Education (CCRSAE) to guide its ABE curriculum and instruction. Describe how the applicant will use the Massachusetts English Language Proficiency Standards (MA ELPS) to guide its ESOL curriculum and instruction.
4. Describe how volunteers promote students’ successful transition to next steps including Community Adult Learning Centers, higher education, occupational training, and employment (e.g., priority occupations per local plan packages).

It is recommended that the narrative not exceed seven (7) pages. Sample MOA is not included in recommended page limit.