Minnesota Department of Education

Adult Basic Education Office

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**2012-2014 Transitions Activity Funding**

This document provides options of transition to post-secondary and transition to employment activities that are allowed using two sources of funding. ABE Transitions Aid ($20,000 per region) will be available from July 1, 2012 to June 30, 2013 and WIA Incentive Funding ($30,000 per region) will be available from April 1, 2013 to March 31, 2014.

Broadly speaking, the activities that an ABE transitions region develops and implements are expected to:

* Have a regional focus/impact for multiple ABE consortia or consortia members within the transition region
* Be different than currently existing or routine ABE activities
* Operate in partnership with at least one local or regional workforce center
* Leverage other resources fiscal or in-kind from local partners
* Contribute curricula/coursework, if developed, to the Minnesota Repository of Coursework (MNROC)

*Please note that ACITIVITY ONE is required of all plans.* Activity two includes options, but the plan must include one or more sets of activities.

**ACTIVITY ONE:** All Transitions Plans **must** include development of this type of activity.

1. *Develop or enhance a regional bridge program that involves Adult Basic Education (ABE), Minnesota State Colleges and Universities (MnSCU), and WorkForce Development System\* around a high growth, high demand occupation.*

Resources:

* + <http://www.womenemployed.org/docs/BridgeGuideFinal.pdf>
	+ <http://www.idpl.org/images/publicationsPDFs/Instituto2010_HowToBuildBridgePrograms%20final.pdf>

\* Workforce Development System includes but is not limited to Local Workforce Investment Boards, Workforce Service Areas, DEED (WIA titles I, III, IV), community based organizations, TANF partners, other human service providers, etc.

**ACTIVITY TWO:** In addition to Activity One, transitions plans may also include one or more activities listed below.

1. *Develop Contextualized GED programming:*
* Learners obtain their GED and a vocational certificate simultaneously; and/or
* Learners obtain their GED and a general career readiness certificate simultaneously; and/or
* Learners obtain their GED and begin occupational training which they continue in a postsecondary program.
1. *Develop Short-term Certificate programming in an occupational area:*

*D. Other projects as approved –* Projects must be preapproved by the Minnesota Department of Education-Office of Adult Basic Education.

To accomplish these activities and projects, the transitions budget may be used to support extended and/or intensified RTC time (salary). Those budget decisions should be made by the ABE managers within the ABE transitions region.

**OVERVIEW FUNDING –** see attached *Funding for Transitions Activities* Spreadsheet

* *ABE Transitions Aid*

Year three of the ABE Transitions Aid from MDE-ABE will provide $20,000 to ten transitions regions including the seven ABE regions and – St. Paul, Minneapolis, and the Department of Corrections (DOC). The $20,000 is available starting July 1, 2012 – June 30, 2013.

The funding is distributed through the Adult Basic Education consortium that is currently the fiscal agent for the Regional Transitions Coordinator.

* *Workforce Investment Act (WIA) Incentive Grant*

The regions mentioned above will also receive $30,000 in Workforce Investment Act (WIA) Incentive grants. This funding is available from April 1, 2013 through March 31, 2014. The $30,000 will be distributed through the Minnesota Workforce Council Association (MWCA).

In an attempt to simplify narrative and budget reporting, the two funding opportunities mentioned above will be combined into one proposal/reporting document. Each transitions region will be asked to submit a proposal that needs to be pre-approved by MDE-ABE. Once the proposal has been approved an ABE area can immediately access the $20,000 in Federal Transitions Aid and access the WIA $30,000 incentive grant in April of 2013. In addition, **you must submit a budget template (the excel file) for the $30,000 WIA Incentive funding.** Please be aware that this report combines two different funding streams with different timelines for spending the funds and different ways to access the funding.

**FORM DIRECTIONS**

Reporting for the Federal Transitions Aid and for WIA Incentive Grant 2012-2014 will be combined.

The attached template is formatted to include the proposal, interim report and the final report. In addition, you will need to complete a budget template for the $30,000 WIA Incentive Grant funding.

Please keep in mind that the final report for the 2012-2014 is due April 30, 2014.

FY 2012-2013 award letters for ten ABE fiscal agents include a line item aid category denoted as Transitions Aid. In order to receive that aid, ABE Regions, Minneapolis, Saint Paul, and the Department of Corrections must do the following:

* Complete and submit the attached proposal by **August 31, 2012.** Email the proposal to Julie Dincau Julie.Dincau@state.mn.us
* Receive proposal approval from MDE-ABE;
* Conduct the activities described in the proposal
* Send a representative to the quarterly transitions meetings
* Submit an interim Report by July 31, 2013
* Submit a final report by April 30, 2014

If you have any questions regarding this document or the template please contact:

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