



MEMORANDUM

TO: Virginia's 501(c)(3) Community-based Adult Literacy Organizations
FROM: Mark Emblidge, Founding Director
DATE: January 29, 2019
SUBJECT: Applications for 2019-2020 Matching Grants

The Virginia Literacy Foundation is pleased to announce that applications for our 2019-2020 matching grants are now available. If you are interested in applying for one of our grants, you may fill out the enclosed forms or download them at the Virginia Literacy Foundation blog (<https://vllc.wordpress.com/grants-and-funding/about-our-grants/>) under 'Grants,' or call 804-237-8909 for physical copies. Applicants are required to fill out a VLF Survey Form and return it with their grant application.

Notice that our matching grants have changed significantly. Applicants are asked to write collaborative, partnership grants in order to qualify for funds. The amount of funding for which an organization is eligible is tied to the numbers of adult literacy students the partnership served for at least 12 instructional hours in the last full fiscal year (2017-18.)* New funding categories are a grant award for two consecutive years. They are:

- Capacity-building regional grants: \$5,000 award (75+ students/partnership)
- Collaborative demonstration grants (competitive):
 - \$7,500 award (175+ students/partnership)
 - \$12,500 award (475+ students/partnership)

Required are collaborations with at least one other community-based literacy organization, regional adult education program, local community college, workforce investment board (WIB) partner, or local business and other partners to increase community engagements and impact over time.

* **"Students served" is defined as permanently matched adult students who have received at least twelve hours of basic literacy instruction in the last complete fiscal year** in one or more of these areas: one-on-one tutoring, small group classes, family literacy (adult literacy component), pre-GED instruction, computer literacy, jail program, etc.

Once again, the Foundation will be awarding an annual total of \$200,000 this grant cycle.

Go to <https://vllc.wordpress.com/> under 'grants' to find the following documents:

- 1) 2019-2020 grant application form (required)
- 2) VLF survey form, Attachment A (required)
- 3) Budget Sheet, PDF (required)
- 4) Grant guidelines (helpful)
- 5) Sample goals, objectives, and outcomes (format required)

If you cannot download these documents or if you have additional questions about the 2019-2020 matching grants, please contact Rita Layne at 804-237-8909 or vlily@earthlink.net.

Grant deadline: By 5 P.M. on March 29, 2019