

Name of Grant Program: Community Adult Learning Center
Program Service Option 2 –
Participatory Health Education

Fund Code: 340/345/359

PART III – REQUIRED PROGRAM INFORMATION

Applicants must limit their responses to no more than 5 pages, single-spaced with 12 point font.

SECTION I. ORGANIZATIONAL CAPACITY (25 Points)

A.

1. Provide a brief summary of the organization's experience with integrating health education into the ABE and/or ESOL curricula.

B.

1. Provide a brief summary of the organization's experience with Participatory Health Education and/or student leadership development.

C.

1. Provide an overview of how the program will develop or sustain a Student Health Team. Describe how the criteria for health team membership will be determined. Describe how team members will be recruited and selected.

D.

1. Provide a sample job description for Student Health Team Member in Appendix F.

E.

1. Describe the role of the Student Health Team Facilitator. Provide the job description and resume of the Student Health Team Facilitator in Appendix B.

SECTION II. PROFILE OF PROPOSED SERVICES (40 Points)

A.

1. Describe the processes that will be used to involve the Health Team members and other students in the planning of program activities, selection of health topics, and the development of curriculum and materials.

B.

1. Provide a description of the project(s) that the Student Health Team will conduct in FY2006. Include the goals, major activities, and outcomes of the proposed project.

C.

1. Applicants must complete and submit the required elements of the System for Managing Accountability and Results Through Technology (SMARTT). See Additional Information: SMARTT Program Planning. A hard copy of the required elements of the SMARTT plan must be submitted in Appendix C.

D.

1. Describe the formal relationships with health care providers, health educators, and other organizations that will contribute to the success of the proposed health education project.

SECTION III. INTEGRATION OF HEALTH EDUCATION (15 Points)

A.

1. Describe how both the Student Health Team and the program's instructional staff will use the ABE Health Curriculum Framework in the development of ABE and/or ESOL curricula and instruction.

B.

1. Describe how the program will assure that health-related topics, content, and activities become a part of the curriculum on an ongoing basis.

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SECTION IV. EVALUATION/CONTINUOUS IMPROVEMENT (15 Points)

A.

1. Describe how goals will be set for the Participatory Health Education component and how the ABE program administration supports the component in meeting its overall goals.
2. Describe the process that will be used to evaluate the effectiveness of the Participatory Health Education component and plan for continuous improvement. Include the criteria that will be used in that process. Provide an example of how data has been used to improve the component, if applicable.

SECTION V. BUDGET (5 Points)

A.

1. Applicants for this Program Service Option must submit a budget narrative that provides details of the proposed expenditures, including hourly rates, weekly personnel time commitments, etc., for the requested grant. All Program Service Option expenditures must be described in a separate budget narrative and must also be incorporated into the budget for the Community Adult Learning Center.
2. All detailed budget narratives must correspond to the line item sequence of the required budget pages in the Department's Standard Application for Grants package.