

**Digital Resilience in the American Workforce Initiative Application: Call for Program Participants**

Adult Education and Family Literacy Act (AEFLA) Title II eligible state programs are invited to complete the application. **Please note that only the state director (or designee) can submit the application.** We recommend that the state’s professional development leader help respond to the application and that program leaders help identify qualified instructors for participation.  This program hopes to engage programs at different levels of digital literacy engagement. DRAW hopes to include diverse programs in various contexts.

To access the online application, [click here](https://forms.office.com/Pages/ResponsePage.aspx?id=hPXdO9foxEaYBKDzzfCwyn6-LjiD-5NJsJ-Qm4jmiFRUNTQyR0JYVktZM0FTQ1hDWDY2U1pOSTRFUy4u&wdLOR=cFA433EAB-4B5B-5F4A-B23D-49900FC96A61).

**Cohort Selection**

DRAW will run 3 cohorts between Fall 2023 and Summer 2024. Select which cohort your State would like to participate in:

* Cohort 1:  September 26, 2023 - January 19, 2024
* Cohort 2: January 23, 2024 - April 26, 2024
* Cohort 3: February 27, 2024 - May 31, 2024
* No preference

**Section 1: State Information**

1. Agency Name
2. State adult education director (or name and role of appointee)
3. Work address
4. Work e-mail
5. Work phone number
6. Secondary Contact (include name and title)
7. Work address
8. Work e-mail
9. Work phone number

States selected for the DRAW program are required to have one state lead representative participate in the cohort training along with the nominated instructors. Please indicate below who that will be for your state.

**State Lead Representative**

1. State lead Name
2. State lead Title
3. State lead Work e-mail
4. State lead Work phone number

**Instructor Participants (optional)**

If selected, applicants will need to have programs and instructors identified by the interview on July 7, 2023.

Each state-based team will include 2 programs, 2 instructors per program, and a state lead. States should nominate 2 programs and 2 instructors who have shown an interest in one of the project’s focus areas and who meet the following criteria:

* The instructor is currently teaching at least one ongoing adult education class in:
  + English as a second language (ESL)
  + Adult basic education (ABE)
  + Adult secondary education (ASE)
  + High school equivalency (HSE)
  + Career technical education (CTE)
  + Integrated English literacy and civics education (IELCE) adult education classroom
* The instructors have a minimum of 3+ years of teaching experience.
* The instructors have classes with a consistent, stable enrollment.
* The instructors are involved in programs operated by a variety of Workforce Innovation and Opportunity Act (WIOA)–funded adult education providers (community colleges, community-based organizations, and school districts, as applicable).
* The instructors are effective instructors, presenters, peer leaders, trainers, or curriculum designers.
* The instructors can meet the required training time and task commitments over the 4-month training period.

**Program Information**

1. Program #1

* Program Name
* Provider Type (select one)
  + Community college
  + **Community-based organization (CBO)**
  + **public school district**
  + **Library**
  + **Corrections**
  + Other—Write In (Required):

**Instructor Information**

1. Instructor #1

* Instructor Name
* Instructor Title
* Work email
* Summary of qualifications
* Main Instructional Area (select one)
  + ABE
  + ESL
  + HSE
  + IELCE
  + Other—Write In (Required):
* Full time or Part time
  + Full time
  + Part time

1. Instructor #2

* Instructor Name
* Instructor Title
* Work email
* Summary of qualifications
* Main Instructional Area (select one)
  + ABE
  + ESL
  + HSE
  + IELCE
  + Other—Write In (Required):
* Full time or Part time
  + Full time
  + Part time

1. Program #2

* Program Name
* Provider Type (select one)
  + Community college
  + **Community-based organization (CBO)**
  + **public school district**
  + **Library**
  + **Corrections**
  + Other—Write In (Required):

**Instructor Information**

1. Instructor #3

* Instructor Name
* Instructor Title
* Work email
* Summary of qualifications
* Main Instructional Area
  + ABE
  + ESL
  + HSE
  + IELCE
  + Other—Write In (Required):
* Full time or Part time
  + Full time
  + Part time

1. Instructor #4

* Instructor Name
* Instructor Title
* Work email
* Summary of qualifications
* Main Instructional Area (select one)
  + ABE
  + ESL
  + HSE
  + IELCE
  + Other—Write In (Required):
* Full time or Part time
  + Full time
  + Part time

**Section 2: Resumes**

1. Resumes: Please exclude address, phone, and personal email to honor the nominee’s privacy.
   * State lead resume (browse and add link)
   * Instructor 1 resume (browse and add link)
   * Instructor 2 resume (browse and add link)
   * Instructor 3 resume (browse and add link)
   * Instructor 4 resume (browse and add link)

**Answer the following questions and limit each response to 200 words each.**

**Section 3: State-Level Support for AEFLA Programs**

1. Discuss how the state supports digital literacy development for adult education students who are enrolled in AEFLA programs.
2. Discuss the State’s capacity to support the participants to engage fully. What are the State’s competing priorities?
3. Describe the current or anticipated constraints to ensuring digital literacy is a priority in instruction, access, quality, and outcomes for adult education students?

**Section 4: State’s Goals and Anticipated Benefits from DRAW Program**

1. What is your understanding of DRAW and digital literacy/resilience? Discuss how the state will benefit from participating in the DRAW project.
2. Describe the state's goals for instructional improvement that align with digital literacy.
3. What are the initiatives or policies your state already has in place or is developing that support digital literacy instruction and development of digital resilience?
4. Describe your state’s system for providing professional development and explain how you will use this system to apply the training you receive through this program to meet the previously identified state goals for instructional improvement in digital literacy.

**Section 5: State’s Ability to Sustain DRAW Efforts**

1. Discuss how your state will improve and expand access to quality digital literacy education by scaling the use of DRAW resources and implementing the DRAW approach?
   * Please provide details including the timeline and how you will identify programs and instructors.

**The DRAW training takes place over a 4-month period and includes an in-person kickoff event, virtual coaching sessions, visits from coaches, and a capstone event.**

##### **Tentative DRAW Schedule:**

Month 1

* In-person Kickoff
* DRAW Learning Circle– team meeting every 2 weeks to share reflections
* Complete DRAW Course Units & Course Reflection Roadmap
* **PD leads:** In-person Kickoff, ½ day state PD lead orientation

Month 2

* DRAW Learning Circle- team meeting every 2 weeks to share reflections
* Complete DRAW Course Units and  EdTech Routine Template
* Plan your Implementation
* One 1-on-1 call with coach
* Joint meeting with all state teams
* **PD leads**: State team peer sharing call (instructors, coach, PD lead)

Month 3

* Pre-observation planning call 1-on-1 with coach
* Coach observes class
* Post-observation debriefing call 1-on-1 with coach
* Team meetings -- team meeting every 2 weeks to share reflections
* **PD leads**: Cross-state peer sharing call for state PD leads

Month 4

* Team meetings -- team meeting every 2 weeks to share reflections
* Create a video to share during final DRAW virtual meeting

**By submitting this application, I acknowledge that:**

* My team is aware of the dates for this training, and we will be able to participate fully in all sessions.
* The project requires a commitment from the state and the program director to provide release time related to the training participants.
* I agree to provide travel costs and release time as necessary for the nominated instructors to successfully complete their participation in the cohort.
* I am confirming that I have shared the project description on the [DRAW website](https://lincs.ed.gov/state-resources/federal-initiatives/draw) with the nominees submitted and that they are aware of the criteria for participation.

**Click to acknowledge the statements above**

**Submit**