



**Florida Family Literacy Initiative**  
**A statewide Initiative managed by the Florida Literacy Coalition and**  
**sponsored by the Kislak Family Foundation**

**GRANT PROPOSAL GUIDELINES**

Parents are their children's first and most important teachers. According to the National Institutes for Health, a mother's reading skill is the greatest factor to affect her children's future academic success, outweighing other factors, like neighborhood and family income.

An estimated 24% of adults in Florida perform at the lowest literacy level and 35% perform at the lowest numeracy level (The National Center for Education Statistics). Florida's population also includes a significant number (17%) of foreign-born residents, ranking it fourth among US states. Low levels of English proficiency can pose barriers to the integration of immigrant parents, and can make it challenging for them to support their children's educational success. Parents with good literacy, parenting, and job skills can boost their children's academic achievement and improve their own lives.

Engaging two generations in learning together is a fundamental and distinguishing aspect of family literacy. Family literacy programs work to break the intergenerational cycle of illiteracy and limited education. Parents are supported as the first teachers of their children and provided with tools on how they can support their children's educational development, while also working on improving their own skills.

The Florida Family Literacy Grant Initiative is made possible through the support of the Kislak Family Foundation. This initiative provides resources, and funding to help Florida schools and educational programs to establish or expand upon a family literacy program in their community.

**Eligibility Criteria:**

Organizations interested in applying must:

- Be a 501(c)(3) non-profit organization or government-based agency (such as school districts and state/community colleges) that provides adult ESL and/or family literacy instruction in Florida;
- Provide literacy services via classes, small groups, and/or one-to-one tutoring; and
- Commit to basic reporting requirements.

Entities and organizations ineligible to receive a Family Literacy grant include:

- Individuals;
- For-profit entities;
- Civic, fraternal, labor, and political organizations;

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- Religious organizations, if funds will be used to educate/benefit a specific denomination or congregation or the group intends to proselytize to program participants and/or participants' family members; and
- Groups that discriminate based on age, sex, race, religion, creed, sexual orientation, or marital status.

**Definition of Family Literacy Programs:** For grant purposes, family literacy programs should include the following three components: (1) adult basic education/literacy or English as a Second Language (ESL) skills training for parents or caregivers, (2) age- appropriate educational activities for children, and (3) interactive literacy activities between parents and children [Parent and Child Together (PACT) time.

**Grant Award:** We plan to award approximately eight grants of up to \$10,000. **Applications must be received by April 10, 2024.** Grant funds are used to support family literacy program expenses over the twelve-month period beginning May 15, 2024 and ending May 15, 2025. Appropriate administrative and travel expenses may be paid for with grant funds. The ability or need to secure matching funds is not required for this grant.

Non-allowable Expenditures:

- Fundraising events, contributions, and donations;
- General operating expenses;
- Expenses obligated prior to or after the grant period;
- Lobbying or attempting to influence federal, state, or local legislation;
- Capital expenditures (including acquisitions, building projects, remodeling, or renovation of facilities) with the exception of unfixed equipment;
- Bad debts, contingencies, fines and penalties, interest, and other financial costs;
- Total equipment purchases of more than **\$1,500**; and
- Private entertainment.

**Reporting Requirements:** Grantees will be asked to complete a brief mid-year progress report as well as a year-end final report and should include student survey results and information detailing the programs activities and results. Programs will be asked to document and share a group project/activity that students developed during the year (see Project-Based Learning below).

All grantees will be asked to have their adult students (parents) complete the [Family Literacy Initiative Student Survey](#) and report back the results.

Quarterly grantee networking calls will be held to provide initiative updates and an opportunity for programs to share and learn from each other.

**Project-based Learning:** Project-based learning (PBL) is a dynamic classroom approach in which students actively explore real-world problems and issues. PBL activities engage and empower students to utilize the information they learned in the classroom and apply it in a larger context. It can also be an effective method to help students develop literacy, English language and critical thinking skills. A focus on family literacy provides a range of opportunities to engage parents in a project to benefit their children. [Check out this page](#) with project examples from FLC's Health Literacy Initiative.

**Collaboration and Partnerships:** The multigenerational nature of family literacy often lends itself to interagency collaborations. Applicants are highly encouraged to explore such partnerships which may include shared program offerings and/or opportunities for outside partners to interact with instructors and students as part of the family literacy program. Grant funds may be used for related costs.

**Recognition:** Applicants, as part of the application process, will be asked to describe how they will recognize the Kislak Family Foundation for its generous support, should they be awarded a grant.

**Submission:** Applications should be submitted electronically through this online [Application Form](#). Please submit the proposal narrative and budget together as one document. The supporting documents may be submitted as one large document or uploaded separately.

**For more information about the guidelines or if you have difficulty submitting the application, please contact Dana Williams at [williamsd@floridaliteracy.org](mailto:williamsd@floridaliteracy.org)**