FY2025 Innovative Bridge and Transition (IBT) New Grantee Meeting

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- **Angela Gerberding**

- **Director for Work-Based Learning**

- **January 22, 2025**

AGENDA

Welcome and Introductions

Please be sure to sign-in to the chat with your name, organization, and email address!

Grant Overview

PowerPoint and recording of today's meeting will be made available on the ICCB website.

Next Steps in Award Process

Questions and Answers

Type any questions you into the chat.

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Funding Overview

- ICCB was appropriated through the General Revenue Funding to administer grants that support **Innovative Bridge and Transition (IBT) programs.**

  - 41 applicants were funded.

  - $9.3M

Purpose of the Grant

Create or support programs that:
- improve student transitions to and through postsecondary education (up to post baccalaureate) and into employment, programs that support these transitions for individuals with disabilities; and
- Scale programs that promote equity and diversity among those served.

Target Populations

▶ **16 years of age or older:**

- ▶ Adults who are not enrolled in high school

- ▶ Youth who are in school preparing to enter postsecondary education or training programs.

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Adults Not Enrolled in High School

Adults who have limited academic or basic skills, underemployed or unemployed to enter and succeed in credit-bearing postsecondary education and training leading to employment in high skill, high wage, and in-demand occupations.

In-School Youth

Serving in-school youth is an allowable activity **only if** the services to this population prepare them to enter postsecondary education and training following graduation.

Out-of-School Youth

- Aimed at helping this population become reoriented and motivated to complete their education by allowing students to participate in education as well as career and work-training activities.

- The overarching goal is to assist students in achieving high school completion or a High School Diploma credential as the basis for entry into postsecondary education/training and meaningful employment. One way to do this is by incorporating an Integrated Career and Academic Preparation System (ICAPS) model.

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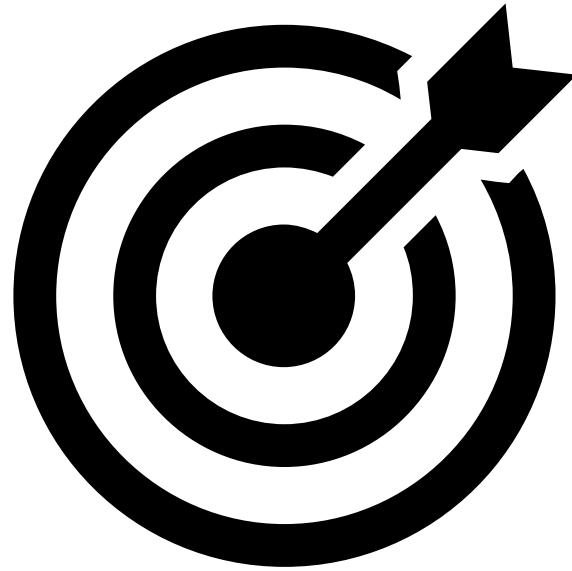
GRANT OBJECTIVES

Grant Objectives

- **Objective 1: Adult Education Bridge and Integrated Education and Training Programming:** Create new and greatly expand bridge or integrated education and training programming, which shall include contextualized basic reading, math, and language skills, occupational competencies, and employability skills. This objective shall not supplant required bridge and IET activities under WIOA Title II, Adult Education and Literacy implementation.

- **Objective 2: Seamless Transitions for College and Career Pathways:** Implement programs that provide seamless transitions from high school to college or between postsecondary institutions, including but not limited to: curriculum alignment between secondary and postsecondary institutions, curriculum alignment and articulation efforts between postsecondary institutions (2+2 agreements, up to graduate level work), dual credit programming, CTE program of study development and implementation, college and career pathway endorsement activities, pre-apprenticeship to apprenticeship partnerships, and out-of-school youth career activities.

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Objective 2, Cont'd

2a - Curriculum alignment between secondary and postsecondary institutions, curriculum alignment and articulation efforts between postsecondary institutions (2+2 agreements, up to graduate level work)

2b - Dual credit programming, CTE program of study development and implementation, or college and career pathway endorsement activities

2c - Pre-apprenticeship to apprenticeship partnerships and implementation

2d - Out-of-School Youth Career Activities: The program is specifically aimed at helping out-of-school youth (ages 16-24) to become reoriented and motivated to complete their education by allowing students to participate in adult education instruction as well as career training activities. Career training activities could include job-shadowing, workplace in-person tours, workplace virtual tours, career/job fairs, volunteer time at local events, ICAPS enrollment, etc.

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Grant Objectives, Cont'd

- **<u>Objective 3: Wrap-around Support Services:</u>** Utilize transition/wrap-around services which provide students with the information and assistance they need to equitably access and persist along their career pathway. This may include providing wrap-around services for students transitioning from adult education or remedial coursework to credit or occupational programs, or from credit or occupational programs to the workforce. Services may include academic advising, career pathway navigation, tutoring, supplemental instruction, study skills, coaching, and referrals to individual support services (e.g., basic needs including housing, transportation, and childcare).

- **<u>Objective 4: Seamless Transitions for Students with Disabilities</u>:** Create comprehensive programming for individuals with disabilities that provides vocational, psychological counseling, transitional and educational services, and job placement activities for them to live and work independently in the community. These programs may include transitions from high school to college as well as college to employment.

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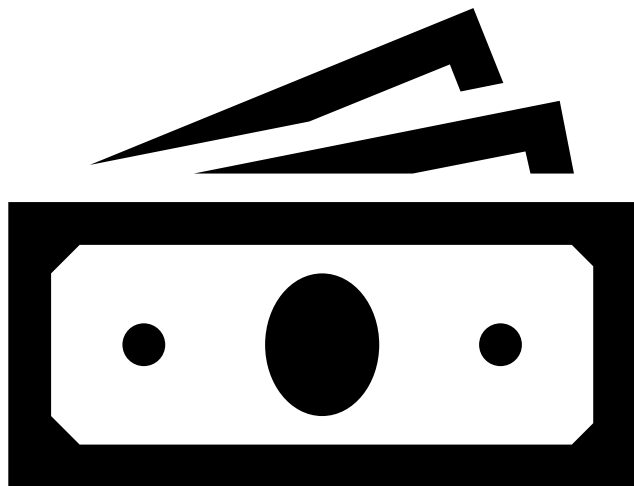
Fiscal Information

Grant Accountability
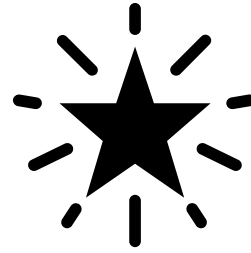
- Grant Accountability and Transparency Act (GATA) Grantee Portal, https://grants.illinois.gov/portal/.
  - Pre-qualification process, Unique Entity Identifier verification of good standing and includes:
    - Financial and Administrative Risk Assessments
  - Each Applicant is required to be registered in SAM before submitting its application. If you are not registered in SAM, this link provides a connection for SAM registration:
    - Provide a valid UEI number in its application.
    - Continue to maintain an active SAM registration with current information at all times during which it has an active award.
    - https://sam.gov/content/home.
  - ICCB will not make an award to an applicant until the applicant has fully complied with all applicable UEI and SAM requirements.
  - Grant recipients must comply with all applicable provisions of state and federal laws and regulations pertaining to nondiscrimination, sexual harassment, and equal employment.

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Fiscal Contacts

▶ Quarterly Reports go to: – Amplifund ONLY

▶ Compliance questions go to: Chris Blankenhorn - chris.blankenhorn@illinois.gov

▶ Budget modifications go to: ICCB.grantpayments@illinois.gov and ICCB.IBT@illinois.gov

▶ No payment requests - funds are received upfront.
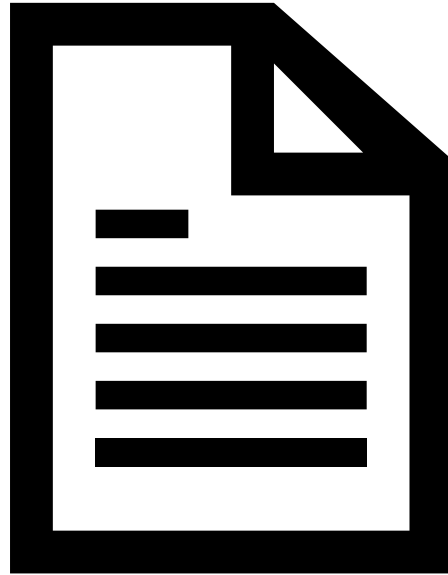
Grant Reporting

FY25 Grant Reporting

✓ January 1, 2025 – March 31, 2026

✓ Reports are to be uploaded on or before the due date within the Amplifund system. Do not submit/send reports outside of Amplifund.

Quarter 1		Quarter 2		Quarter 3		Quarter 4		Quarter 5	
Due: April 30, 2025		Due: July 30, 2025		Due: October 30, 2025		Due: January 30, 2026		Due: April 30, 2026	
1/1/25-3/31/25		4/1/25-6/30/25		7/1/25-9/30/25		10/1/25-12/31/25		1/1/26-3/31/26	
Performance	$$	Performance	$$	Performance	$$	Performance	$$	Performance	$$

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Quarterly Report Format

Fiscal Report is one document (see below)

Programmatic and Activities report is another document, based off initial Performance Measures Chart (see below)

Reports will be uploaded in Amplifund. Do NOT submit/send reports outside of the Amplifund system.

If you need a date extension on your report, please reach out to angela.gerberding@illinois.gov

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Quarterly Report: Fiscal

Not: "HALO grant" or "HUSKIES grant"

Quarterly Financial Reporting

State Agency/Grantor: Illinois Community College Board

Grantee	Literacy Chicago				
Program Name	**Grant Number**	**Report Quarter (i.e. FY24, Q1)**	**Unique Entity Identifier (UEI)**	**Term (Start Date)**	**Term (End Date)**
FY25 IBT Grant					

Category/Program Expenses	Grant Expenditures (for the quarter)	MATCH N/A	CURRENT* Approved Budget	PRIOR AWARD Expenditures	Remaining Award Balance Available	Expend % (includes prior quarters)
Personnel Services (Salaries and Wages)					$0.00	0.00%
Fringe Benefits					$0.00	0.00%
Travel					$0.00	0.00%
Equipment					$0.00	0.00%
Supplies					$0.00	0.00%
Contractual Services					$0.00	0.00%
Consultant (Professional Services)					$0.00	0.00%
Construction					$0.00	0.00%
Occupancy (Rent/Utilities)					$0.00	0.00%
Telecommunications					$0.00	0.00%
Training and Education					$0.00	0.00%
Direct Admin Costs					$0.00	0.00%
Miscellaneous/Other					$0.00	0.00%
Grant Exclusive					$0.00	0.00%
Indirect/General Admin					$0.00	0.00%
Total Expenditures	$0.00		$0.00	$0.00	$0.00	0.00%

Grant Number – from your grant agreement – in the top right corner (Example – IBT-359-25 or IBT-AMG-25)

Report Quarter – FY25, Q1 *(update each report)*

UEI – your agency's number

Term (Start Date) 1/1/2025 *(update each report)*

Term (End Date) 3/31/2025 *(update each report)*

Quarterly Report: Programmatic

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FY 2025 innovative Bridge and Transitions Grant Narrative

QUARTER 1:Due: April 30, 2025

Entity:

Milestones and Goals

What milestones did you reach or goals did you achieve?

Challenges and Barriers

What challenges or barriers did you encounter?

FY25 Innovative Bridge and Transitions Quarterly Reporting

Performance Measures/Deliverables	Q1 1/1/25-3/31/25
Copy and paste your performance measures from your planned performance measures chart into the rows below.	In the quarterly report, put your actual numbers for the quarter in this column for each performance measure.
REQUIRED PERFORMANCE MEASURES	

Operational Meetings

- April 15, 2025 – 10:00 – 11:30 a.m.

- July 15, 2025 – 10:00 – 11:30 a.m.

- October 21, 2025 – 10:00 – 11:30 a.m.

- November 18, 2025 – 10:00 – 11:30 a.m. (non-mandatory)

- Grantees must have 1 representative attend all required meetings.

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Monthly Professional Development Meetings

▶ What are they?

New this year, Illinois Center for Specialized Professional Support (ICSPS) will be part of the IBT team. They will:

1. provide Zoom links and Technical Assistance during meetings.

2. offer professional development on various topics.

In the chat, please list any suggestions you have for PD topics. Suggestions could be recruitment, enrollment, training, working with various types of students, industry sector information, working with employers, etc. When are they?

▶ When are they?

Dates will be determined and shared out via email by the end of January.

Award Process: Next Steps

A grant agreement will be generated and sent to the program contact.

Grant agreements are to be signed **immediately** by appropriate person within the institution and sent back to ICCB.

Applications will be activated in Amplifund which moves them to "Awards."

ICCB will sign and the "executed grant agreement" will be returned to the appropriate person.

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Budget Modifications

- FUTURE BUDGET MODIFICATIONS– Use budget template, but remember, discretionary budget transfers are capped at $50,000 between budget categories and overall transfers are limited to 10% of the award.

  - DO NOT INITIATE THE NEW BUDGET UNTIL ICCB HAS RESPONDED.

  - Please send any budget modification requests to: ICCB.grantpayments@illinois.gov and ICCB.ibt@illinois.gov.

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More Budget information:

▶ Remember, your approved budget is your approved budget until a modification is approved. Also, variances by line do NOT change the approved budget.

▶ For example:

Budget Categories	Approved Budget	Actual Grant Expenses
Personnel	$10,000	$9,995
Fringe	$1,000	$1,005

▶ Funding Deadlines:
  o Grant funds must be obligated by March 31, 2026
  o Good/products must be ordered by March 31, 2026/received by May 31, 2026
  o Services must be rendered by March 31, 2026
  o Grant funds must be expended by May 31, 2026
  o Final budget modifications are due by February 1, 2026

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Budget Modification Form

ICCB Grant Budget Modification Request Form

BUDGET MODIFICATIONS: Grantees are allowed to make modifications up to ten percent (10%) or $1,000 (whichever is higher) of any specific line, prior to seeking approval. Modifications that are greater than ten percent (10%) or $1,000 (whichever is higher) of any specific line OR require a major change in scope, require the submission of a budget modification request. All requests regarding budget modifications should be submitted to: _____@_____.

	Institution: Literacy Chicago	Date Submitted: 6/16/2025	
Budget Expenditure Categories	Original Budget	Modification (+ or -)	1st Revised Budget
Personnel (Salaries & Wages)			$ -
Fringe Benefits			$ -
Travel			$ -
Equipment			$ -
Supplies			$ -
Contractual Services			$ -
Consultant (Professional Services)			$ -
Construction			$ -
Occupancy (Rent and Utilities)			$ -
Research and Development (R&D)			$ -
Telecommunications			$ -
Training and Education Services			$ -
Direct Administrative Costs			$ -
Student Services			$ -
Miscellaneous Costs			$ -
Grant Exclusive Line Item(s):			$ -
Grant Exclusive Line Item(s):			$ -
Total Direct Costs (Subtotal)	$ -	$ -	$ -

Reason For Modification (i.e. change in scope, threshold, etc.)	Original Activity Description (Include Principle, Element, Activity, and Amount)	New Activity Description (Include Principle, Element, Activity, and Amount)	1st Expected Outcomes

Certification

(2CFR 200.415) By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate and that any false, fictitious, or fraudulent information, or the omission of any material fact, could result in the immediate termination of my grant award(s). I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Signature		Name of Official	
Title			
Date			

Questions and Answers