

Welcome to WebChat with Minnesota Adult Education!



- We'll begin at 1:00.
- Please stay muted to reduce background noise.
- If you are having any tech issues, please chat to Wendy Her for assistance.

Check-In Discussion (enter responses in the chat):

- **What programming are you running this summer? How is it going?**



Recording Today's Session

The recording will be posted on the Literacy Action Network website.



Welcome to WebChat with MNABE

Wednesday, July 10, 2024



Agenda

- Announcements
- August Reporting Submission
- Adult Education Funding
- Corrective Action Plan from Federal Monitoring Visit
- Questions

A large stone monument stands against a cloudy sky. The monument features a red script 'Missouri' and the words 'Welcome You' in black block letters. A dark blue banner is overlaid on the top right of the image.

Adult Education Team @ MDE

Brad Hasskamp, State Director

Julie Dincau, Transitions

Brandy Logan, HSE & Accountability

Neill Allard, Records, Communications, and Admin Support

Jodi Versaw, Program Quality

Astrid Liden, Professional Development

Hailey Swanson, Grants, Records, and Admin Support

Announcements

Annual Tech Fees for 2024-25



- This fee covers each consortium's use of SiD and statewide distance learning (DL) licenses.
- In 22-23 and 23-24, MDE was able to cover these costs with unspent federal funding.
- Consortia will receive an invoice and contract soon from Literacy Minnesota.
- Consortia **WILL** need to pay the fee this year.

New Barriers to Employment in SiD

- Three new Barriers to Employment have been added to the SiD intake and Student>History screens.
 - Note that this section was formerly labeled “NRS data”.
- These items are self-reported by student
- See this SiD help article for more info and definitions:

bit.ly/barriers_to_employment

Barriers to Employment (check all that apply) ?

<input type="checkbox"/> Cultural Barriers	<input type="checkbox"/> Homeless
<input type="checkbox"/> Disability	<input type="checkbox"/> Learning Disabled
<input type="checkbox"/> Displaced Homemaker	<input type="checkbox"/> Low Income ?
<input type="checkbox"/> English Language Learner	<input type="checkbox"/> Low Levels of Literacy
<input type="checkbox"/> Ex-Offender	<input type="checkbox"/> Migrant Worker
<input type="checkbox"/> Foster Care	<input type="checkbox"/> Single Parent

Assessments for 2024-25

CASAS

Reminder: As of July 1, the following tests are **no longer approved** for NRS purposes:

- CASAS Life and Work (Reading and Listening)
- CASAS Beginning Literacy (Forms 27 and 28)
- CASAS Goals Math



TABE

TABE 13/14 will be under review for approval in Minnesota. Once it is available for purchase, it will be evaluated for addition to the MN Assessment Policy (likely in late fall 2024).



Minnesota MSG Targets

MSG: Measurable Skill Gains

(July 1, 2023-June 30, 2024: 28%)

July 1, 2024-June 30, 2025: **36.7%**

July 1, 2025-June 30, 2026: **36.8%**

Next Program Improvement Process: beginning FALL 2024

When the 2024 ABE Report Card is released in late Summer/Early Fall 2024, some consortia may be flagged for participation in Program Improvement



2024 ABE Report Card

ABE Report Card for 2024 will likely be released by the end of August

Minnesota ABE PY 2022 Measurable Skill Gains (Level Gains and High School Credentials)

ABE-Level Participants (12+ hours)*

Consortium	Number of Participants (ABE Levels)	Number of Participants Rank	Number of Participants who Made a Level Gain	Number of Participants who Completed a High School Credential **	Percent of Participants with MSG ***
Hiawatha Valley AE	44	32	17	7	54.5%
Brainerd ABE	72	28	21	15	50.0%
Cass Lake Bena Walker	36	33	10	13	47.2%
Adult Options In Education	184	17	79	10	46.7%
PY22 NRS Target					44.0%
Lakeville	50	31	18	4	42.0%
SouthWest Metro	152	21	57	7	40.1%
Tri-Co Corrections	95	26	34	2	36.8%
Area Adult Learning Coop	14	37	4	1	35.7%
White Earth	35	34	0	12	34.3%
Metro South ABE	547	6	165	25	33.1%
Rochester	444	8	118	25	31.5%
Moorhead	129	22	30	12	31.0%
Southeast ABE	441	9	128	10	30.8%
Mankato	204	15	54	12	30.4%
Lakes Area AE	106	24	25	12	29.2%
Rosemount-AV-Eagan	282	11	58	23	28.4%
PY23 NRS Target					27.5%

Example: 2022 Report Card

Program Improvement Process

Program Improvement is a state-required process for consortia whose measurable skills gains (MSGs) fall 30% under the state weighted target

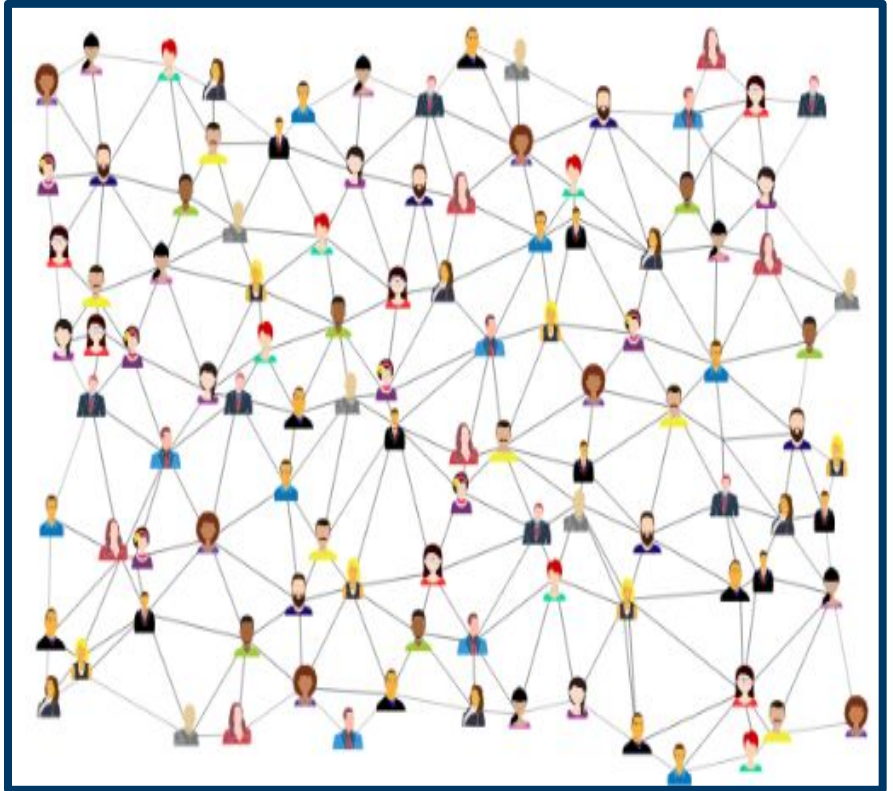
- FY24 MSG target was 28%
 - Benchmark for Program Improvement is 19.6% (or below)



Online Statewide Training Courses Pilot

Classes will be open to all ABE learners who are at the appropriate level for the course.

The referring consortium can count the contact hours.



Online Statewide Training Courses

Course Title	Consortium
Microsoft Office Specialist (MOS) Course	Metro East ABE
Paraprofessional Preparation Course	Metro East ABE
Test of Essential Academic Skills (TEAS) Preparation Course	Saint Paul Community Literacy Consortium
Commercial Driver's License (CDL)	Metro South ABE
Personal Care Assistant (PCA)	Metro South ABE

New IET process and forms!

Please use the new process and forms when submitting for Integrated Education and Training (IET) approval.



FY25 Supplemental Service Grants

Adult Education Supplemental Service Grants have been awarded for another 3-year grant cycle (2024-2027):

Grant	Grantee
Assessment & Support Staff Training	Southwest ABE
Digital Learning & Technology Services	Literacy Minnesota
Disability Services	PANDA
Professional Development & System Support	ATLAS
Racial Equity in Adult Education	Southwest ABE
Statewide Initiatives, Conference, & Marketing Activities	Literacy Action Network (LAN)
Volunteer & Outreach Services	Literacy Minnesota

Racial Equity in Adult Education Grant

COMING SOON! A statewide **Racial Equity Community of Practice** of MN adult education practitioners that will:

- Participate in the LINCS course Diversity, Equity, and Inclusion (DEI): From Awareness to Action in order to examine local program data, policies and practices using an equity lens.
- Review state adult education data, policies and practices with an equity lens to identify and recommend changes to the state adult education team.
- Select, adapt and disseminate tools, resources, and effective practices to inform racial equity efforts at the local and state levels.
- Make recommendations for professional development to the state adult education team and other supplemental service grantees.

Watch for an application to participate later this month!!

Professional Development Catalog

The online Minnesota Adult Education PD Catalog provides an overview of all MN Adult Ed professional development (PD) activities in one convenient, searchable place. Here you will find brief descriptions of all PD offerings currently provided by the [Minnesota Adult Education Support Network](#).

Note: Not all activities listed here have been scheduled yet, and many can be provided to you by request. Others are available on an ongoing basis.

- Scheduled activities are linked to the MN Adult Ed [Events Calendar](#) or other sites, where you can find registration and more details.
- For a list of upcoming PD activities for the year, see [FY25 MN Adult Ed PD Dates](#).

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All Providers ▾

🔍 Search by Keywords

Submit

Webinar/Webcast

ABE Foundations at a Distance: Webinar Series

ATLAS

ATLAS offers 3 live webinars to supplement the ABE Foundations Online Course and support new ABE staff members' entry into the field. The purpose of the webinar series is to: Provide a guided, connected way to complete the ABE Foundations online course content in... [Read More](#)

CONTENT AREAS: ABE Policy | ACES / Transitions | CCR Standards | Civics & Citizenship | Digital Literacy / Northstar | HSE / GED / Adult Diploma | Program Management | SID Database | Support Services | Using Volunteers

AUDIENCES: Administrator | Instructor | Support Staff



ABE Teaching & Learning Advancement System



Plan your PD for the upcoming year with these MN Adult Ed resources!

PD Catalog: Brief descriptions of all PD offerings on a searchable website

FY25 PD Dates:

An overview of all PD events that have been planned to date (linked on PD Catalog)

Events Calendar: Register for PD activities that have been scheduled

Mark your calendars! 2024-25 PD Event Dates

ABE Summer Institute (virtual) – Aug. 15-16

Fall North Regional (Walker) - Oct. 3-4, 2024

Fall Manager Meeting (Metro area, TBD) - Oct. 30, 2024

Math Institute (virtual) – Nov. 8, 2024

Support Services Conference (virtual) – Nov. 14-15, 2024

MN English Learner Conference (MELED) (St. Paul) – Nov. 22-23, 2024

Language & Literacy Institute (Bloomington) - Jan. 23-24, 2025

Spring Statewide Virtual Conference – April 11, 2025

Spring South Regional (Mankato) - May 2, 2025



Summer Institute 2024



Literacy Action Network's annual conference is virtual this year from **August 14-15th** with **37 breakout sessions (7.5 CEUs)**, an MNABE update, trivia night, vendor fair, and restorative movement.

General Registration:

- \$70.00 - LAN members
- \$130.00 - non-LAN members
- Deadline to register: **August 13th, 2024**



ABE and ACES Foundations Webinar Series

ABE Foundations Webinar Series

October 1, 8, & 22, 2024

2:00-3:30 pm



*A supported way to complete the **ABE Foundations online course** and meet fellow new ABE practitioners as well as key leaders in the field.*

ACES Foundations Webinar Series

November 7, 12, 26, 2024

2:00-3:30 pm



*Join others live as you work your way through the **ACES Foundations online course** and deepen your understanding of the Transition Integration Framework.*

Fall Manager Meeting - In Person!

Save the date!

Fall Manager Meeting

Wednesday, October 30

**In person, Metro area location
TBD**

**Watch for more information
and registration in August!**



Chat: What topics would you like to discuss with other managers and MDE staff at the Fall Manager Meeting?

August Reporting Submission

August Submission

Due: Thursday, August 1, 2024

Each ABE Consortium must send:

- The completed August reporting submission document,
- The Level Gains report,
- The Volunteer Required Training Report,
- The Staff Required Training Report, and
- The Effectiveness in Serving Employers spreadsheet.

Send to Hailey Swanson (hailey.swanson@state.mn.us)

(Astrid Liden sent August Submission emails June 10 and 12)



August Submission Sections

1. Level Gains with Post-Test Report for All ABE Participants
2. Annual Volunteer Information Report
3. (NEW) Volunteer Required Training Report
4. (NEW) Staff Required Training Report
5. Adult Education Programs Collaborating with Employers
6. IET Workforce Training Costs Using ABE or IELCE Funding
7. Career Service Costs Using ABE or IELCE Funding
8. Consortium one-stop contributions
9. Verification of your consortium's State ABE Aid Calculation for FY25

Visitors
2,958

Information-privacy

697

2.74%

Information-privacy-guidelines

692

2.72%

August Submission Section 1

Level Gains with Post-Test Report for All ABE Participants

- All required data must be entered through June 30, 2024, including:
 - Enrollee registration info
 - Test scores
 - Contact and proxy hours
 - Diplomas earned
- Download Level Gains with Post-Test Report from SiD
- Attach report with August submission as Microsoft Excel spreadsheet
- The report needs to include participants and outcomes for your entire ABE consortium
- Use dates: July 1, 2023 - June 30, 2024

August Submission Section 2

Annual Volunteer Information Report

- Complete once as entire consortium or have providers complete
- Online Report with two versions - for consortia/providers that:
 - [Did use volunteers](#) (preview questions [here](#))
 - [Did not use volunteers](#) (preview questions [here](#))
- Use date range of July 1, 2023 - June 30, 2024
- Run Annual Volunteer Report in SiD for statistics
- If a learner or volunteer fits multiple categories, list them just once
- You can save progress and complete/make changes later
- More help available in [webinar recording](#) or [SiD Help Center Article](#)

August Submission Section 3

Volunteer Required Training Report

- All trainings required by Volunteer Training Standards Policy must be entered as an “ABE Volunteer Training” history item
- The Volunteer Required Training Report can be found on the “Reports” tab in SiD
- Use date range of July 1, 2023 - June 30, 2024
- Attach one report per consortium as Microsoft Excel spreadsheet (unless the consortium did not use any volunteers during this period)
- For more info about the report features and how to create an exemption to the 4 and 12 hour initial trainings, see this [SiD Support help article](#)

August Submission Section 4

Staff Required Training Report

- All trainings required by Staff Training Policy must be entered as an “ABE Staff Training” history item
- The Staff Required Training Report can be found on the “Reports” tab in SiD
- Use date range of July 1, 2023 - June 30, 2024
- Attach one report per consortium as Microsoft Excel spreadsheet
- For more info about the report features and how to create an exemption to the ABE Foundations required training, see this [SiD Support help article](#)

August Submission Section 5

Adult Education Programs Collaborating with Employers (2023-24)

- Complete and attach with August submission as Microsoft Excel spreadsheet
- Document all employers that the consortium has served from July 1, 2023–June 30, 2024, including what type of service was provided
- If you are not serving any employers, you do not need to submit the spreadsheet



/	5,932	23.33%
/information-resources	1,306	5.14%
/decisions	867	3.41%
/information-privacy	697	2.74%
/information-privacy-guidelines	602	2.72%

Effectiveness in Serving Employers

ESE Categories of Service	What this measure is: Staff assisted services, in-depth in-person or remote	Applicable to ABE?
1. Employer Information and Support Services	- Orientation sessions, workshops, or other business consultations (e.g., initial site visits)	Yes
	- Tax credit programs/ WOTC	
	- Customized workforce information	Yes
	- Proactive referrals between establishments and community resources	Yes
2. Workforce Recruitment Assistance	- Supporting search for qualified candidates	Yes
	- Screening/pre-screening/running background checks/1-9 support job candidates for establishments	
	- Job order information	
	- Organizing, conducting, and participating in job fairs	Yes
	- Providing co-working employer space at One-Stop Center for interviewing - Job and task analysis services for establishments, such as absenteeism	
3. Engaged in Strategic Planning/ Economic Development	- Workforce investment strategic planning	Yes
	- Business growth and economic development strategic planning in the community	
	- Providing information for the purpose of corporate economic development planning	
	- Partnering to name and address challenges	Yes
4. Accessing Untapped Labor Pools	- Pipeline activities in partnership with public workforce system	Yes
	- Youth outreach/high school partnerships	Yes
	- Targeted demographic groups: veterans, individuals with disabilities, older workers, ex-offenders, LEP, and others	Yes
5. Training Services	- Received publicly funded training assistance: customized, on-the-job, or incumbent worker	Yes
5A. Incumbent Worker	- Received publicly funded incumbent worker training assistance	Yes

August Submission Section 6

IET Workforce Training Costs (July 2023-June 2024)

- This applies if the consortium was operating an approved IET program
AND
- Paid for the student workforce training portion of the IET using state or federal ABE or IELCE funding.

IET: Integrated Education and Training

Workforce training: student training for the career-specific technical components of an IET

Costs: could include staffing, materials, testing fees, or other resources used in workforce training

IET Workforce Training Costs

Please answer the following questions to calculate your consortium's workforce training costs:

1. Did your consortium offer **any IET programming** from July 1, 2023–June 30, 2024?
 - No. If the answer is no, stop here and enter the following workforce training costs at the bottom of this section: **\$0 State ABE Funding; \$0 Federal ABE Funding; \$0 IELCE Funding.**
 - Yes. If the answer is yes, please [go](#) to #2.
2. Did your **ABE consortium pay for the workforce training component** of the IET from July 1, 2023–June 30, 2024?
 - No. If the answer is no (meaning that a partner paid for the workforce training or that there was no cost to provide the training), stop here and enter the following workforce training costs at the bottom of this section: **\$0 State ABE Funding; \$0 Federal ABE Funding; \$0 IELCE Funding.**
 - Yes. If the answer is yes, please [go](#) to #3.
3. Did your consortium pay for workforce training for students in an IET program **using state ABE funding and/or federal ABE/IELCE funding** from July 1, 2023–June 30, 2024?
 - No. If the answer is no (meaning the funding came from another source or grant, such as P2P), stop here and enter the following workforce training costs at the bottom of this section: **\$0 State ABE Funding; \$0 Federal ABE Funding; \$0 IELCE Funding.**
 - Yes. If the answer is yes, please [calculate](#) the amount of **state ABE funding, federal ABE funding** and/or **federal IELCE funding** used for the training part of an IET. *(If no providers in your consortium have an IELCE grant, the IELCE amount should be \$0.)*

IET Workforce Training Costs

Total amount of funding spent by consortium for the training portion of an IET from July 1, 2023–June 30, 2024:

Type of Funding	Amount Consortium Spent on Training Costs with IET programming
State ABE grant funding	\$Click or tap here to enter text.
Federal Adult Education grant funding	\$Click or tap here to enter text.
IELCE grant funding	\$Click or tap here to enter text.
Other funding (please specify): Click or tap here to enter text.	\$Click or tap here to enter text.

August Submission Section 7

Career Service Costs using ABE or IELCE Funding

Career Services provided July 2023–June 2024:

- Outreach, intake, and orientation information;
- Pre-testing skill levels, aptitudes, abilities, and supportive services needs;
- Referrals to and coordination of activities with other programs/services;
- Sharing performance information and program cost information on eligible providers of education, training, and workforce services by program and provider type; and
- Sharing information on supportive services/assistance and referrals (child care; child support; Medicaid; CHIP; SNAP; EITC; TANF, and other supportive services and transportation).

Career Service Costs

In the past, the state used to estimate career service costs. The U.S. Department of Education now requires grantees and providers (not states) to calculate costs for career services.

Every Adult Education consortium provides career services. Entering a cost of \$0 for this section is not accurate.

Examples of costs include staffing, testing materials, and other relevant resources.

Career Service Costs Table

Please calculate how much your consortium has spent on career services from July 1, 2023–June 30, 2024, using state ABE grant funding, federal adult education grant funding, and Integrated English Literacy and Civics Education (IELCE) grant funding:

Type of Funding	Amount Consortium Spent on Career Services
State ABE grant funding	\$Click or tap here to enter text.
Federal Adult Education grant funding	\$Click or tap here to enter text.
IELCE grant funding	\$Click or tap here to enter text.
Other funding (please specify): Click or tap here to enter text.	\$Click or tap here to enter text.

August Submission Section 8

Consortium one-stop (CareerForce center and system) contributions

Contributions from July 1, 2023 - June 30, 2024

Use the Infrastructure Funding Agreement(s) (IFA) with the workforce development area(s) where your consortium is located to help you determine the contributions.

Note: If one consortium within the workforce development area makes the contribution on behalf of multiple ABE consortia then only that consortium that makes the contribution should document the contribution.

Consortium One-Stop Contributions

Workforce development area(s) where your consortium is located	Click or tap here to enter text.
---	----------------------------------

Contribution Type	Amount
Federal Adult Education grant funding	\$Click or tap here to enter text.
State ABE grant funding	\$Click or tap here to enter text.
In-Kind Contributions (please include a dollar amount for the value of the in-kind contribution)	\$Click or tap here to enter text.

August Submission Section 9

Verification of your consortium's state ABE aid calculation for FY25

Review your consortium's state aid calculation:

- Contact hours (Table A for May 1, 2023–April 30, 2024 in your annual application);
- School district members; and
- Any other data you can verify that is used for calculating the state ABE aid for the consortium.

If you find inaccurate data in the state ABE aid calculation, email Jodi (Jodi.Versaw@state.mn.us) as soon as possible.



Questions about August Submission?

Adult Education Funding

Funding: Key Terms

Fiscal year (FY): July 1 - June 30

FY24: July 1, 2023 - June 30, 2024 ← JUST ENDED

FY25: July 1, 2024 - June 30, 2025 ← JUST STARTED

UFARS: Codes for fiscal reporting that must be used by all MDE grantees

FIN 322: State Adult Education/ABE Funds

FIN 438: Federal Adult Education/ABE Funds

Funding = aid = entitlement = \$\$\$\$\$

FY24 Funding

Carryover unused FY24 state ABE funds (FIN 322)

There is still time to use FY24 State ABE Funding!

Up to 20% of state funds can be spent between July 1 and Sept 30 of the following fiscal year (“Quarter 5”).

When carrying over funds in this way, be sure they are course coded correctly. The course code for FY24 funds is 004.



UFARS course codes for carryover

Course codes to use for carryover (FIN 322)

FY24 = 004

FY25 = 005

FY26 = 006

etc.



Reminder: Draw down FY24 federal funds (FIN 438) in SERVS

Federal funds (unlike state funds) cannot be used after June 30 of the fiscal year they are awarded.

Work with your business office to draw down FY24 federal funds from SERVS.

If necessary, revise budget to match expenses.

Do this ASAP, but no later than Sept 30.



FY25 Funding

Minnesota Education Grant System (MEGS)

SERVS is being replaced by MEGS.

Changes (starting with FY25):

- Applications for State and Federal Adult Education funds submitted in MEGS.
- Federal Adult Education funds (FIN 438) will be distributed in MEGS, not in SERVS.

Not changing:

- State Adult Education funds (FIN 322) will continue to flow through IDEAS.

FY25 INITIAL State ABE awards

Initial ABE state funding award amounts are now posted on MDE website.



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MDE > [Data Center](#) > Data Reports and Analytics

Adult Basic Education Entitlement Report

[Download](#)

This report provides the annual Adult Basic aid calculation for each approved ABE consortium fiscal agent.

Year: Consortium:

ABE State Entitlement Calculation Report

2024-25 Consortium: Report Total

Calc Run Date: 06/24/2024
 Census appropriations: 10,056,149.41
 LEP appropriations: 3,414,524.08
 Total appropriations: 52,737,700.46
 Contact Hours appropriations: 35,852,502.88
 Census No Diploma appropriations: 3,414,524.08

Consortium	-----Census-----		-----Contact Hours-----		-----LEP-----		-Census No Diploma-		
	Count	Entitlement	Count	Entitlement	Count	Entitlement	Count	Entitlement	
All	Report Total	5,767,846	10,056,149.41	3,917,147.54	35,852,502.88	74,682	3,414,524.08	380,644	3,414,524.08

Total Entitlement Before CAP: 52,737,700.46
 Total Consortium Contact Hours: 3,917,147.54
 Consortium Entitlement: 52,381,559.90
 Gross Entitlement: 52,381,559.90
 Net Entitlement: 52,381,559.90

Link to FY25 INITIAL State ABE funding amounts

State ABE funding calculations are on the [MDE's site for Adult Basic Education Entitlement Reports](#)

(also see email sent by Neill Allard on June 27)

The screenshot shows the Minnesota Department of Education's website. At the top is the MDE logo and navigation menu. The page title is "Adult Basic Education Entitlement Report". Below the title is a description: "This report provides the annual Adult Basic aid calculation for each approved ABE consortium fiscal agent." There is a form with a "Year" dropdown set to "2024" and a "Consortium" dropdown set to "Report Total", followed by a "Run Report" button. Below the form is a table titled "ABE State Entitlement Calculation Report" for the "2024-25 Consortium: Report Total". The table includes summary statistics and a detailed breakdown by consortium.

DEPARTMENT OF EDUCATION

About ▾ Students and Families ▾ Districts, Schools and Educators ▾ Data Center ▾ Office of the Insp

MDE > Data Center > Data Reports and Analytics

Adult Basic Education Entitlement Report

This report provides the annual Adult Basic aid calculation for each approved ABE consortium fiscal agent.

Year: 2024 ▾ Consortium: Report Total ▾ **Run Report**

ABE State Entitlement Calculation Report

2024-25 Consortium: Report Total

Calc Run Date:	06/24/2024	Total appropriations:	52,737,700.46
Census appropriations:	10,056,149.41	Contact Hours appropriations:	35,852,502.88
LEP appropriations:	3,414,524.08	Census No Diploma appropriations:	3,414,524.08

Consortium	-----Census-----		-----Contact Hours-----		-----LEP-----		-Census No Diploma-		
	Count	Entitlement	Count	Entitlement	Count	Entitlement	Count	Entitlement	
All	Report Total	5,767,846	10,056,149.41	3,917,147.54	35,852,502.88	74,682	3,414,524.08	380,644	3,414,524.08
Total Entitlement Before CAP:		52,737,700.46	Consortium Entitlement:		52,381,559.90	Gross Entitlement:		52,381,559.90	

Navigate to FY25 INITIAL State ABE funding amounts

Or go to education.mn.gov and click on “Data Center,” “Data Reports and Analytics,” then “Adult Basic Education Entitlement Report.”

To get your consortium’s report:

- In Year, select “2024”;
- In Consortium, select your consortium’s fiscal agent;
- Click on “Run Report.”

August Submission Section 9

Verification of your consortium's initial state ABE aid for FY25

- Contact hours
- School district members
- Other data

If you find inaccurate data, email Jodi (Jodi.Versaw@state.mn.us) **as soon as possible.**

If all data appears accurate, simply verify that on August submission document.

State ABE Aid Calculation Report

Year: Consortium:

ABE State Entitlement Calculation Report

2024-25 Consortium: 0271-01 Bloomington Public School District

Calc Run Date: 06/24/2024
 Census appropriations: 10,056,149.41
 LEP appropriations: 3,414,524.08

Total appropriations: 52,737,700.46
 Contact Hours appropriations: 35,852,502.88
 Census No Diploma appropriations: 3,414,524.08

Consortium	-----Census-----		-----Contact Hours-----		-----LEP-----		-Census No Diploma-	
	Count	Entitlement	Count	Entitlement	Count	Entitlement	Count	Entitlement
0271-01 Bloomington Public School District	237,325	410,572.25	186,249.75	1,795,842.78	4,562	208,578.49	9,199	82,518.59
Member		@ 1.73		@ 9.64212182		@ 45.72084417		@ 8.97038725
0271-01 Bloomington Public School District	89,974	155,655.02			1,760	80,468.69	4,790	42,968.15
0272-01 Eden Prairie Public School District	60,677	104,971.21			1,033	47,229.63	930	8,342.46
0273-01 Edina Public School District	43,121	74,599.33			652	29,809.99	789	7,077.64
0280-01 Richfield Public School District	43,553	75,346.69			1,117	51,070.18	2,690	24,130.34
Total	237,325	410,572.25	186,249.75	1,795,842.78	4,562	208,578.49	9,199	82,518.59

CAP Amount: 1,887,571.00

Total Entitlement Before CAP: 2,497,512.11
 Maximum Amount per Contact Hour: 30.00
 Total Consortium Contact Hours: 186,249.75

Consortium Entitlement: 2,497,512.11
 Per Contact Hour: 13.41

Gross Entitlement: 2,497,512.11
 Proration Factor: 1.00
 Net Entitlement: 2,497,512.11

Notes about FY25 State ABE Funding

- *Total amount of aid for statewide system increased 2% from last year.*
 - **~\$54,368,000 for FY25**
 - **~\$53,195,000 for FY24**
- *Hours from May 1, 2023 - April 30, 2024 were used. There was a statewide increase in hours of 16%.*
 - **23-24 statewide hours: ~3,930,000**
 - **22-23 statewide hours: ~3,378,000**

Notes about FY25 State ABE Contact Hour Rate

- *Increase in contact hours statewide resulted in a decrease in the contact hour rate.*
 - **Initial FY 25 contact hour rate: \$9.64**
 - *(Current adjusted FY 25 contact hour rate: \$9.60)*
 - FY24 contact hour rate: \$11.05

NOTE: The change in contact hour rate from \$9.64 to \$9.60 does NOT affect total funding for any consortium that:

- Has reached the Contact Hour Revenue Growth cap OR
- Has reached the Gross Revenue per Contact Hour cap (\$30/hour)

Timeline for State ABE final funding calculation

- **ASAP:** Fiscal agent representative for each consortium must verify data in initial calculation. If errors are reported, they may be corrected in the final calculation.
- **July:** MDE will complete a final calculation
- **August:** award letters, including final amounts of state and federal aid, will be distributed

Questions about Funding?

Remember state funding is like a pizza.

- The legislature determines the size of the pizza.
- MDE calculates the size of the slices for each grantee according to state statute.



Corrective Action Plan (CAP)

Federal Monitoring Visit

In late January-early February 2024, a team from the Office of Career, Technical and Adult Education (OCTAE) at the U.S. Department of Education visited and monitored Minnesota's Adult Education system.

They used a monitoring tool with five modules:

1. Performance Accountability
2. Fiscal
3. State Leadership
4. Competition and Monitoring Locals
5. WIOA Shared Monitoring

Monitoring visit report

In late March, OCTAE shared the Final Report from the Monitoring Visit.

The report contains:

- 2 Noteworthy Practices
- 12 Findings
- 32 Required Actions

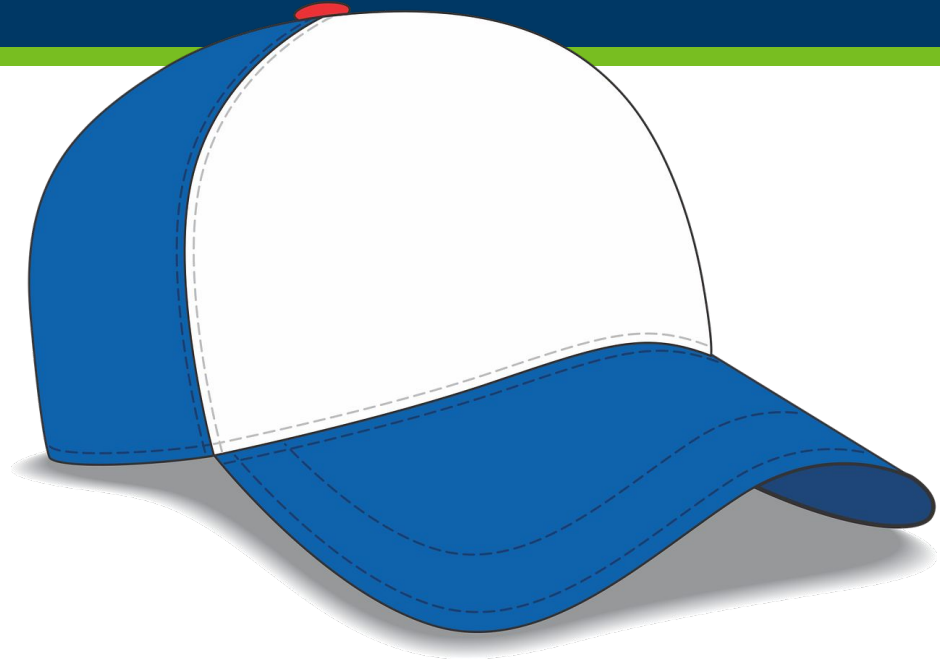


**Minneapolis and Metro
North co-location with
One-stop**



Minnesota's Adult Education Support Network and professional development system, including ATLAS

Corrective Action Plan (CAP)



In May, MDE submitted a Corrective Action Plan (CAP) to OCTAE.

The CAP includes:

- Strategies
- Evidence
- Timeline

For each of the 32 Required Actions.

Required actions that may have the biggest impact on ABE providers

Required Actions (RAs) ordered by projected completion date:

- RA 4(b) - Revise August submission form
- RA 1 - Add Barriers to Employment at intake
- RA 8(a) - Inform grantees of state requirements
- RA 6(a) - Negotiate admin cap
- RA 11(a-c) - Revise grant award notification
- RA 4(a) - Track and report instructional expenditures
- RA 12(b-c) - Workforce Development Areas need to have current IFAs and MOUs
- RA 9(a) - Submit budgets in next grant competition

Required Action (RA) 4(b): Revise August submission form

Details: The August Reporting Submission instructions need to ask programs to report accurate actual training and career service costs (not estimates).

Action Steps: Due May 20, 2024

- MDE revised the August Reporting Submission instructions before sending them out to ABE providers in June 2024
- All grantees need to report actual training and career service costs when sending the August Reporting Submission

Required Action (RA) 1: Add Barriers to Employment at intake

Details: Enrollee intake forms need to add the following three WIOA barriers to employment:

- English language learner
- Low levels of literacy
- Cultural barriers

Action Steps: Due July 1, 2024

- SiD Intake Form revised - both paper form and SiD intake screen (by July 1, 2024)
- All local providers need to add these three barriers to their intake forms
 - Remember: All local ABE program intake forms need to include all the questions and information that the SiD intake form includes

Required Action (RA) 8(a): Inform grantees of state requirements

Details: During the 2022 Federal Adult Education Grant competition, the narrative questions were not labeled to differentiate federal requirements and state requirements.

Action Steps: Due July 1, 2024

- In June 2024, MDE sent an email to consortium managers awarded federal funding in the 2022 competition a memo articulating which items were state requirements and which items were federal requirements.

Required Action (RA) 6(a): Negotiate administrative cost rate

Details: MDE does not have a negotiation process in place for grantees regarding allowable administrative cost rates.

Action Steps: Due September 1, 2024

- The 2024-25 grant application and the grant award documents include language articulating a process to allow for a grantee to request a higher administrative cost rate with their federal Adult Education grant funds. This negotiation process includes MDE Adult Education, Finance, and Grants staff.

Required Action (RA) 11(a-c): Revise grant award notification

Details: MDE's current grant award letter does not include all the language required in federal guidance.

Action Steps: Due September 1, 2024

- A new version of the federal Adult Education grant award notification will be sent to all 2024-25 grantees.

Required Action (RA) 4(a): Track and report instructional expenditures

Details: MDE must send the U.S. Department of Education more detailed expenditure reports on different types of instruction.

Action Steps: Due October 1, 2024

- MDE will develop a process to track expenditures for different types of instruction at different NRS levels.

Required Action (RA) 12(b-c): Workforce Development Areas need to have current IFAs and MOUs

Details: MDE does not have current Infrastructure Funding Agreements (IFAs) or Memoranda of Understanding (MOUs) from each local workforce area.

Action Steps: Due July 1, 2025

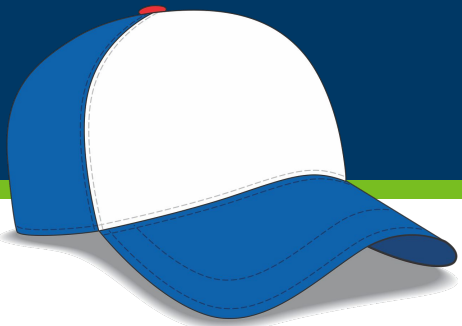
- MDE will work with DEED, Adult Education consortia, and workforce development areas to obtain current and compliant IFAs and MOUs.

Required Action (RA) 9(a): Submit budgets in next grant competition

Details: MDE must have grant applicants submit budgets for review as part of the next federal Adult Education grant competition.

Action Steps: Due October 1, 2027

- MDE will develop a process for federal review where applicants submit budgets for review in the next federal Adult Education grant competition (currently planned for early 2028).



3 (of 32) required actions have already been closed.

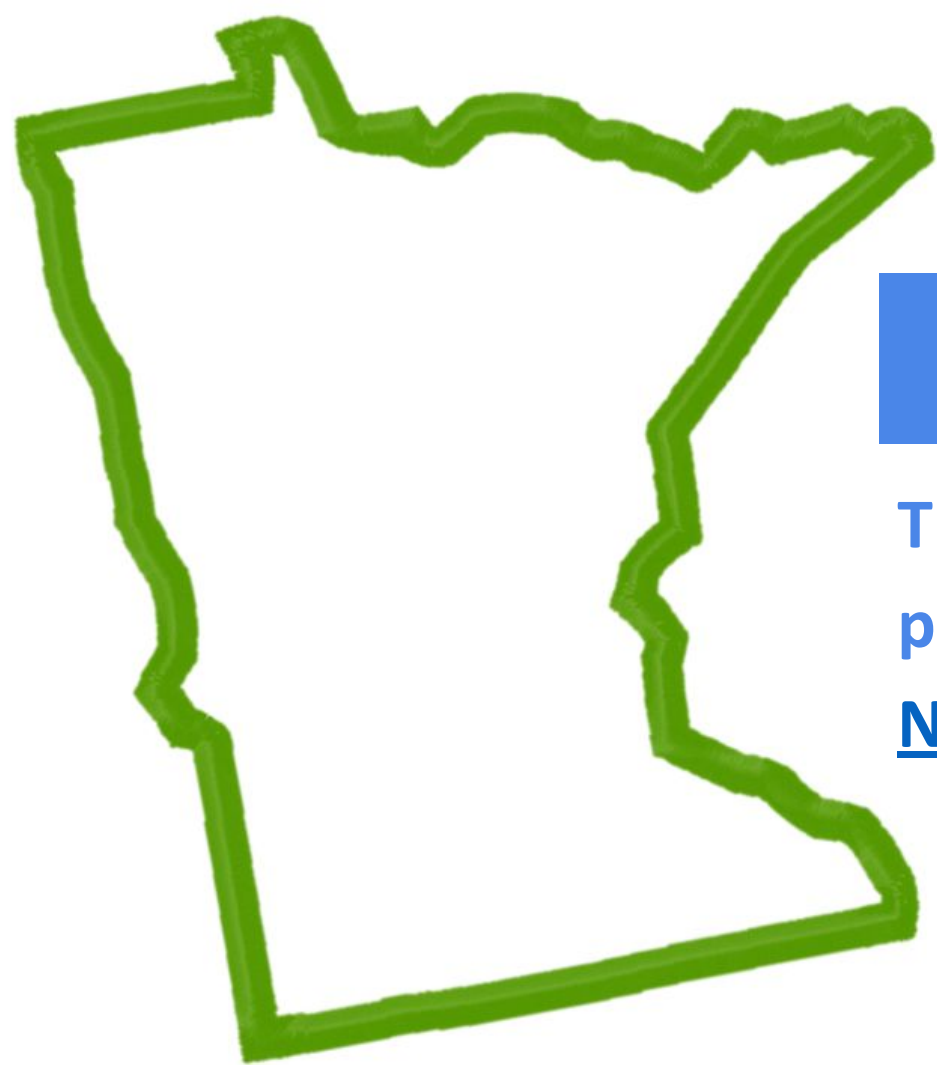
Our team will continue to work on these strategies and actions over the next 4 years.

The final set of required actions will be addressed when we run the next competition for Federal Adult Education funds in 2028.

See you virtually at Minnesota's ABE Summer
Institute!



**What topics would you like MDE
to address in our session at
Summer Institute that would apply
to the Adult Education field?**



Materials

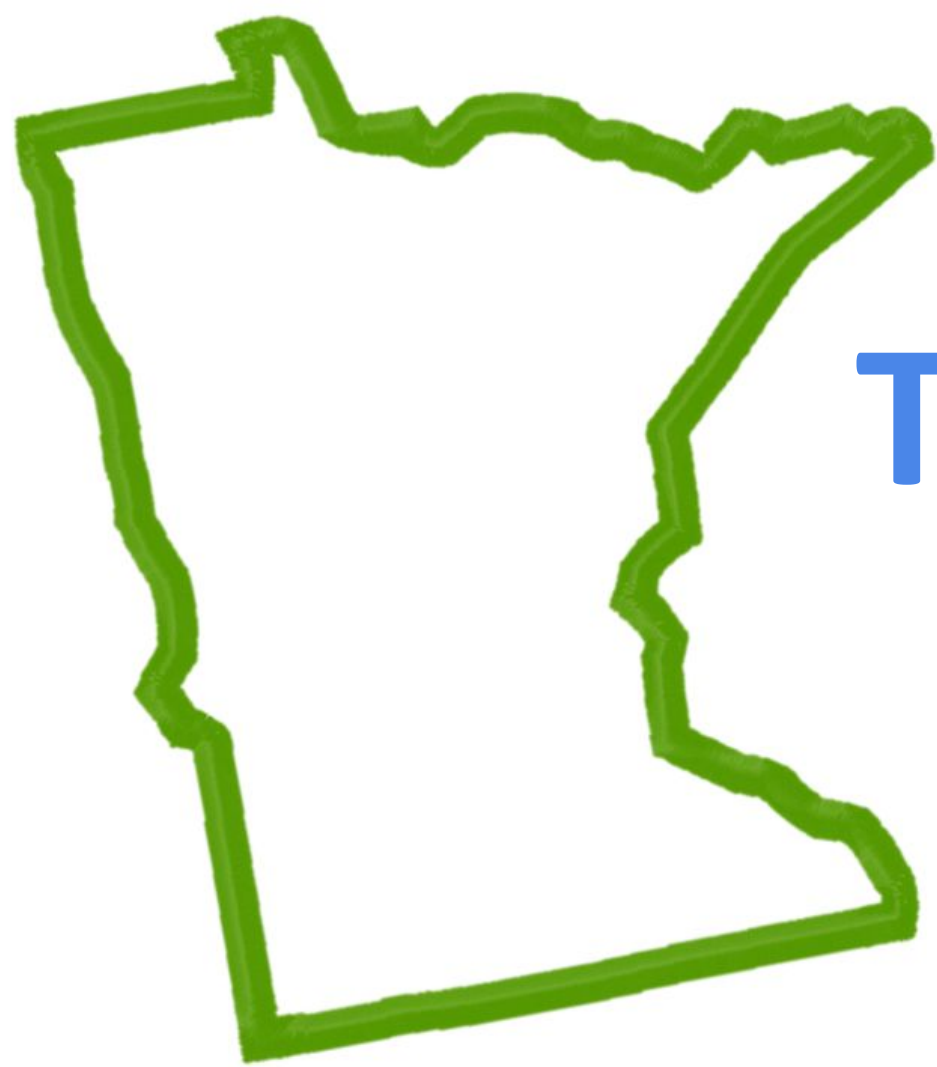
The recording and slides will be posted on the [Literacy Action Network website](#).



Next WebChat

Wednesday, September 18

1-2:30pm



Thank You!

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Questions?

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