# AEL Local Service Provider Grant RFA 32024-00017

# Board Review and Comment Form

## Instructions

Local Workforce Development Boards (Boards) must complete this form for each AEL grant application provided by the Texas Workforce Commission (TWC). For each of the elements, the Board must review the grant applicant’s response and provide comments on and/or recommendations for the alignment of the response with the Board’s local plan.

Boards must provide responses in the Review and Comment section and submit the responses as an email attachment to TWC at [rfagrants@twc.texas.gov](mailto:rfagrants@twc.texas.gov).

rfagrants@twc.texas.govThe email must include the subject line: “RFA 32024-00017 (Board Name) Review and Comment Form”

Boards must use the following naming convention for electronic files:

[Name of Board Area]. [AEL provider name]

Example: Alamo. TWC Community College

## Review and Comment Section

### Board Information

Name of Board:

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Name of Designated Board Reviewer:

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Reviewer’s Email Address:

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### AEL Grant Applicant Information

Name of AEL Applicant:

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### Application Type

Section 243 Section 231

## Board Comments

Provide comments and recommendations related to the AEL grant applicant’s response to **each** of the following elements, listed by the considerations outlined in the grant application (Forms A1 and A2, Application). The elements provided under each consideration may not include the entire question prompt provided in the grant application; however, applicants must align the specific elements with the Board’s local plan.

### Form A1 231 Activities

### Question 2, Consideration 1 (2 elements)

1) Be responsive to regional needs of the proposed geographical and service delivery area, as identified by the Local Board Plan(s). (RFA 32024-00017 AEL Provider Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

3) Develop recruitment and outreach strategies to meet the needs of the demographic population of the area, particularly how they will focus a) on individuals with low levels of literacy, b) those who lack a high school diploma or its recognized equivalent, c) ELLs, and d) those who would benefit from Career Pathways opportunities, including those who are Internationally Trained Professionals or those who are Incarcerated Individuals. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

### Question 3, Consideration 2 (2 elements)

2) Serve eligible individuals with disabilities, including learning disabilities or Barriers to Employment (S). (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

4) Provide accessible, safe and convenient instructional facilities including, but not limited to, a) ensuring facilities are (S): accessible, in accordance with the Americans with Disabilities Act; b) located near public transportation, in areas where public transportation is available; c) in proximity to no-cost parking; d) conducive to learning, including furniture appropriate for adults; and e) protected by monitored security or have security-restricted access points.

Board Recommendation(s):

### Question 5, Consideration 4 (2 elements)

1) Provide services and activities that align with strategies and goals identified in the Local Board Plan. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

2) Coordinate services and activities with other One-Stop partners, including but not limited to: a) Local Workforce Development Boards (40 TAC § 805.4(6)), b) Workforce Solutions Offices, c) Vocational Rehabilitation Services, and d) other community and social service partners and promote referral(s) or Coenrollment of common individuals. (Attachment 4: Local Board Plan Reference)

Board Recommendation(s):

### Question 9, Consideration 8 (4 elements)

1) Foster IET opportunities for ELL students including details on how ELL students will access and participate in IET activities.

Board Recommendation(s):

2) Choose relevant workforce training aligned to the local Board Plan’s In-Demand Occupations and Targeted Occupations lists.

Board Recommendation(s):

6) One (1) or more of the following three (3) Intensive Services (S): a) Workplace AEL Activities organized to function cooperatively in coordination with no less than one (1) employer (S); b) Services for Internationally Trained ELL Professionals to include, but not limited to, basic skills preparation for professional credentialing exams, specialized career advising, ESL services contextualized for Targeted Occupations with enough intensity to allow for rapid progress with the use of proper English language assessment to determine whether a participant’s academic or professional English is sufficient enough to pursue academic coursework, or professional opportunities; (S) and c) Post-Release Services for Justice Involved who are within three (3) years post release from a Correctional Institution.

Board Recommendation(s):

12) Provide services and activities (as allowed under AEFLA § 231) that prepare eligible individuals to enter and succeed in postsecondary education and training leading to career advancement in In-Demand Occupations, middle- and high-skilled occupations (S).

Board Recommendation(s):

### Question 11, Consideration 10 (2 elements)

1) Coordinate with local WIOA partners and other organizations within the service area to develop career pathway programs consistent with strategies identified in the Local Board Plan including how to serve Priority Populations and those with barriers to employment. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

2) Coordinate with other education, training, nonprofit, and social service resources in the community to develop referral systems that increase access to career pathways for eligible populations. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

### Question 12, Consideration 11 (1 element)

2) Partner with Boards or other entities to offer Supportive Services such as child care, transportation, mental health service, and career planning.

Board Recommendation(s):

### Form A2 243 Activities

### Question 2, Consideration 1 (2 elements)

1) Be responsive to regional needs of the proposed geographical and service delivery area, as identified by the Local Board Plan(s). (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

3) Develop recruitment and outreach strategies to meet the needs of the demographic population of the area, particularly how they will focus a) on individuals with low levels of literacy, b) those who lack a high school diploma or its recognized equivalent, c) ELLs, and d) those who would benefit from Career Pathways opportunities, including those who are Internationally Trained Professionals or those who are Incarcerated Individuals. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

### Question 3, Consideration 2 (2 elements)

2) Serve eligible individuals with disabilities, including learning disabilities or Barriers to Employment (S). (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

4) Provide accessible, safe and convenient instructional facilities including, but not limited to, a) ensuring facilities are (S): accessible, in accordance with the Americans with Disabilities Act; b) located near public transportation, in areas where public transportation is available; c) in proximity to no-cost parking; d) conducive to learning, including furniture appropriate for adults; and e) protected by monitored security or have security-restricted access points.

Board Recommendation(s):

### Question 5, Consideration 4 (2 elements)

1) Provide services and activities that align with strategies and goals identified in the Local Board Plan. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

2) Coordinate services and activities with other One-Stop partners, including but not limited to: a) Local Workforce Development Boards (40 TAC § 805.4(6)), b) Workforce Solutions Offices, c) Vocational Rehabilitation Services, and d) other community and social service partners and promote referral(s) or Coenrollment of common individuals. (Attachment 4: Local Board Plan Reference)

Board Recommendation(s):

### Question 9, Consideration 8 (2 elements)

1) Create IETs that are aligned to the local Board In-Demand Occupation and Targeted Occupation lists.

Board Recommendation(s):

2) Incorporate the three (3) Core Components of an IET within an integrated instructional service model that: a) provides simultaneous AEL instruction and Workforce Training at points within the overall scope of the program, b) uses occupationally relevant instructional materials, and c) has a single set of learning objectives that identify specific competencies across the IET Components that are organized to function cooperatively, which may include established learning objectives and trade-related benchmarks or competencies for a particular In-Demand Occupation, Targeted Occupation, or occupational cluster required for attaining a Credential and provide a pathway for ELLs, which must include professionals with degrees and credentials in their native countries to engage in IET models that align to AEL Content Standards and must be designed to prepare adult ELLs for, and place them in, unsubsidized employment in existing and emerging In-Demand Occupations and Targeted Occupations that lead to economic self-sufficiency; include instruction for English literacy and fluency; and include rights and responsibilities of citizenship and civic participation.

Board Recommendation(s):

### Question 11,Consideration 10 (2 element)

1) Coordinate with local WIOA partners and other organizations within the service area to develop career pathway programs consistent with strategies identified in the Local Board Plan, including how to serve Priority Populations and those with barriers to employment. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

2) Coordinate with other education, training, nonprofit, and social service resources in the community to develop referral systems that increase access to career pathways for eligible populations. (Attachment 4, Local Board Plan Reference)

Board Recommendation(s):

### Question 14, Consideration 13(2 elements)

6) Prepares ELLs, specifically ITPs, for unsubsidized employment in In-Demand Occupations through IET, including what industry and occupations they plan to focus on.

Board Recommendation(s):

7) Integrates with the local workforce development system.

Board Recommendation(s):

## Board Reviewer Signature

The Board staff member designated to review proposals must complete the form and submit it as an email attachment to [rfagrants@twc.texas.gov](mailto:rfagrants@twc.texas.gov).rfagrants@twc.texas.gov

By signing this form, the Board indicates that its representative has reviewed the proposal.

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Name of Board Reviewer Title

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Signature Date