

District Literacy Implementation Grant

Frequently Asked Questions (FAQ)

1. Who is eligible to apply for the District Literacy Implementation Grant?

Public school districts and Regional Offices of Education/Intermediate Service Centers (ROEs/ISCs) in Illinois have received allocations through this formula grant. Please refer to the allocation lists for specific amounts: [District Allocations](#), [ROE Allocations](#)

2. Is the District Literacy Plan Survey the same as the application for the grant?

No. the District Literacy Plan survey and the District Literacy Implementation Grant application are two distinct systems in IWAS. Both must be completed as part of the grant process. The application, available under **Active Grants** in IWAS but be submitted before April 30, 2025, while the survey, available under **Surveys** in IWAS, can be submitted at any time within the grant year.

3. Is the template for the literacy plan required in addition to the survey?

Applicants must submit both the District Literacy Implementation Grant application and the District Literacy Plan Survey in IWAS. [The Local Literacy Plan Template](#), available on [our website](#), complements the survey but is not required for submission in addition to the survey.

4. Can we submit an application if we have not completed a local literacy plan?

Yes, districts may submit the grant application even if they have not yet created a local literacy plan. Grant funds can be used to support the development of this plan. Local literacy plans and the submission of the District Literacy Plan Survey in IWAS will be required within the grant year, but they are not due at the time of application. Please indicate a future date within the selected grant year:

- Regular- January 1, 2025- June 30. 2025
- Extended- January 1, 2025- August 31, 2025).

5. Within the grant application, I am having trouble saving the Program Specifics page when I enter a date.

Please enter the date as a string of numbers (MMDDYYYY). For example, instead of entering 04/01/2025, enter 04012025.

6. **Can we submit a local literacy plan in a format different from the provided template?**

Districts should complete the survey in IWAS as comprehensively as possible. However, if your district has a locally developed literacy plan in a different format, you may submit it as additional documentation. Please email a PDF copy to literacy@isbe.net or upload it on the **Program Specifics** page within the **District Literacy Implementation Grant application** in IWAS.

7. **My school district is not included in the list of allocations. How can we be added?**

Allocations for the FY25 District Literacy Implementation Grant are final. Certain entities, such as special education cooperatives and charter schools, were not included in this year's allocations. We encourage these entities to collaborate with their member districts, ROEs/ISCs, or the district that issued their charter to align literacy programs and utilize grant funds effectively.

8. **What are the parameters for the use of funding?**

Grant funds must support literacy instruction, professional learning, curriculum development, intervention programs, and other activities aligned with evidence-based literacy practices.

While maintaining flexibility, examples of allowable expenses include, but are not limited to:

- Stipends for teachers to develop a local literacy plan
- Professional development related to literacy
- The purchase of literacy materials and assessment tools

9. **How can we access the survey system?**

The survey is available in IWAS under "Surveys" and is titled District Literacy Plan Survey.

- a. District Admin-level users should see the survey automatically in their **System Listings > My Systems** page.
- b. Other users may request access by clicking "**Want to Sign Up for Other Systems**" at the bottom right corner of their **My Systems** page. Scroll to the Surveys section and click the blue "Sign Up Now" button next to **District Literacy Plan**. Complete and submit the signup form. The District Admin will then approve or deny access.

10. **What information is required in the survey?**

The survey collects information on local district literacy plans. It complements the Local Literacy Plan Template and Section 4 of the Illinois Comprehensive Literacy Plan, organizing data in a standardized format across all districts.

11. Are districts required to report on grant usage?

Yes, grant recipients must submit periodic reports detailing fund usage, progress on literacy initiatives, and student impact.

12. How will ISBE support districts in implementing their literacy plans?

ISBE provides a variety of resources related to literacy plan development and implementation on [our website](#). Additionally, professional learning opportunities and technical assistance are available to support districts. ISBE will continue to assist districts with grant applications and literacy planning through office hours and by responding to inquiries at literacy@isbe.net.

13. What happens if our district does not meet the deadlines of the grant?

- a. Applications not received by April 21, 2024, will not be eligible for a January 1, 2025, start date.
- b. Applications not received by April 30, 2024, risk deobligation of the entity's allocated funds.
- c. Failure to meet additional grant deadlines after approval may impact current and future funding opportunities.

14. Will there be ongoing evaluation of district literacy efforts?

Yes, grant applications will be evaluated to ensure expenditures align with local literacy plans and the Illinois Comprehensive Literacy Plan. Approved entities must submit timely expenditure reports.

15. Where can we find additional resources to support literacy plan development?

Districts can access guidance documents, curriculum evaluation rubrics, and professional development opportunities at [ISBE's Literacy Plan Website](#).

16. Who should we contact if we have questions about the grant?

Questions regarding the grant can be directed to the literacy@isbe.net

Helpful Links

- [District Allocations](#)
- [ROE Allocations](#)
- [Illinois Comprehensive Literacy Plan Website](#)
- [Local District Literacy Plan Template](#)
- [Illinois Comprehensive Literacy Plan](#)