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MEMORANDUM

TO: District School Superintendents

FROM: Jim Warford

DATE: March 4, 2004

SUBJECT: Requests for Proposals: Florida Learn & Serve Grants

The Department of Education anticipates that federal funds will be available to public schools and school districts for K-12 service-learning projects for 2004-2005. Funding comes from the Corporation for National and Community Service and should be available for project awards to be effective September 1, 2004, for 12 months, contingent upon the timely release of federal funds to the state.

The Department is releasing this application package to allow adequate planning and development by districts and schools. We anticipate awards will be announced in the fall after funds have been received by the State.

A total of \$339,082.00 will be available, and awards are divided into two separate categories that are described within a single, consolidated Request for Proposals:

- **School-Based Service-Learning Projects**—one-year awards with option to reapply. Applicants may apply for up to \$12,000 for one school and \$15,000 for two or more schools.
- **District Infrastructure-Building Projects**—one-year awards, grantees may apply non-competitively for funds in 2005-06. It is anticipated that one-two awards will be issued, at an amount up to \$50,000.

THE DEADLINE FOR RECEIPT OF APPLICATIONS IS APRIL 30, 2004.

JIM WARFORD
K-12 Chancellor

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The goal of Florida Learn & Serve is to engage K-12 students in service learning—school and/or community service activities that apply academic curricula and Sunshine State Standards—to improve student performance, provide for civic engagement and career exploration, and address key needs in the areas of reading, civics/history, drug/violence prevention, intergenerational interaction, and the environment. In addition, one of the major objectives for the Florida Learn & Serve program is to build infrastructure at the school and district levels for sustained service-learning efforts.

The application guidelines contain full details and instructions for each category and for the overall program. There will also be a series of regional workshops to assist potential applicants applying for School-Based Projects. The workshop schedule is included as Attachment 3 in the Request for Proposals.

For further information, please contact Joe Follman, Center for Civic Education and Service, Florida State University, at 850-488-9661 (SunCom 278-9661). The Center administers the program on behalf of the Department and the public schools of Florida. **These applications are available on the Florida Learn & Serve web site (www.fsu.edu/~flserve).** An original grant application and four copies should be sent to:

Florida Department of Education
Bureau of Grants Management, Unit C
325 West Gaines Street, Room 325
Tallahassee, FL 32399-0400