



Calendar Year 2026

Digital Instruction for Adult Education

Application Due Date/Time: November 14, 2025, by 5:00 pm (CST)
Submit Application via Amplifund

UNIFORM NOTICE OF FUNDING OPPORTUNITY (NOFO)

1.	Awarding Agency Name:	Illinois Community College Board (ICCB)
2.	Agency Contact:	Rupa Sameer, Director for Adult Education and Literacy rupa.sameer@illinois.gov
3.	Announcement Type:	Initial announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	3272-2635
6.	Funding Opportunity Title:	Digital Instruction for Adult Education
7.	CSFA Number:	684-00-3272
8.	CSFA Popular Name:	Digital Instruction for Adult Education
9.	CFDA Number(s):	N/A
10.	Grant Period	Jan 1, 2026– Dec 31, 2026
11.	Anticipated Number of Awards:	25-50
12.	Estimated Total Program Funding:	\$2,000,000
13.	Award Range	\$25,000 - \$75,000
14.	Source of Funding:	State
15.	Cost Sharing/Matching Requirement:	No
16.	Indirect Costs Allowed Restrictions on Indirect Costs	Yes
17.	Posted Date:	October 1, 2025
18.	Closing Date for Applications:	November 14, 2025
19.	Technical Assistance:	Technical and accessibility assistance will be provided throughout the grant period to grant recipients.

BACKGROUND AND PURPOSE

The Illinois Community College Board (ICCB) is inviting currently funded Title II Adult Education and IELCE programs to apply for the Digital Instruction for Adult Education. Adult learner access to technology and digital skills instruction is essential for effectively transitioning into postsecondary education or the workforce. As new technology continues to emerge, adult education programs must adapt and upgrade their technology infrastructure to better serve adult learners. The purpose of this grant is to provide funding for adult education programs to improve their technology infrastructure, support technology integration in the classroom, and improve distance learning options for adult learners. The ICCB will provide approximately \$2 million in grant funding opportunities to be administered for the purposes of this grant.

The federal and State workforce vision now strongly emphasizes Artificial Intelligence (AI) as a transformative driver of economic opportunity and workforce readiness. AI is reshaping industries and creating demand for digital literacy, adaptive learning, and AI- ready skills. Programs funded under this NOFO are encouraged to explore how AI and related digital tools can support instructional delivery, program efficiency, and workforce preparation for adult learners. This may include integrating AI enabled instructional platforms, piloting AI literacy modules, or aligning digital instruction with employer - driven AI workforce needs. Incorporating AI in instructional design ensures that Illinois' adult learners are prepared for the evolving workplace while increasing access, equity, and measurable skill gains.

A. ELIGIBLE APPLICANTS

Current ICCB-funded Title II Adult Education and Literacy and IELCE programs are invited to submit proposals under this Notice of Funding Opportunity (NOFO).

B. TARGET POPULATION

The ICCB is committed to serving the populations that are most in need of the services as identified under the Illinois Unified Plan <http://illinoisworknet.com/UnifiedStatePlan2020>.

An eligible individual to receive Adult Education and Literacy services as an individual:

- who has attained 16 years of age.
- who is not enrolled or required to be enrolled in secondary school under state law.
- who are basic skills deficient.
- does not have a secondary school diploma or its recognized equivalent and has not achieved an equivalent level of education.
- or is an English language learner.

C. GRANT OBJECTIVES

The intent of the grant is enhancing the technology resources and infrastructure that aid in adult

basic education or English language instruction. Technology can increase access to instruction and support services for adult education learners as well as increase efficiencies for providers. With this funding, adult education programs can better assist people who lack basic skills in developing the academic and professional abilities that will allow adults 16 years of age and older, including English language learners, to enter postsecondary education or work-based training.

D. ALLOWABLE EXPENDITURES:

The expectation is that applicants will propose activities that will align with statewide priorities indicating opportunities and activities that promote inclusion. Grantees should utilize existing frameworks and resources, where applicable. Other allowable activities to be carried out by grantees include:

- Technology purchases designed to increase learner access to adult education programs (e.g., distance/ virtual education) in order to increase measurable skill gains and transitions to either postsecondary education or the workplace, including updating servers to support the increase of distance learning and web-based instruction.
- Increased learner access to computers made available via lending libraries.
- Increased learner access to wireless hotspots and digital tools to reduce barriers and racial inequities in education and training access.
- Upgraded onsite computer labs with technology over 5 years old.
- Technology purchases create efficiencies and mitigate capacity in program operations.
- Technology purchases to convert classrooms into flipped or flex classrooms.
- Making available tablets and technology updates for justice involved individuals. This could include secure tablets in correctional facilities to technology infrastructure for classroom lab environments.
- Developing new curriculum and / or ICAPS programming with an emphasis on AI.

Please note that this grant process does not interfere or supersede any local procurement policies and procedure.

GRANT DELIVERABLES

Application Deadline: Friday, November 14, 2025, by 5:00 PM CST.

Applications received after the deadline will not be considered.

All materials needed for the application are on the State of Illinois' grants application site at <https://il.amplifund.com/Public/Opportunities/Details/f5d30ad8-61b8-4596-aa47-fa467a00a37e>

Please go to <https://www.iccb.org/grant-opportunities/> to access resources that will guide you through the Amplifund process.

Applications not received via Amplifund will not be considered.

Amplifund Support: Email: contact@amplifund.com • Phone (216) 377-5500

A Bidder's Conference webinar will be held on October 14, 2025, at 10:00 am. The link will be posted on ICCB's Grant Opportunities webpage, and a recording with Q & A will be added to the public FAQ. You will also be getting the webinar link via the Adult Ed listserv.

<https://illinois.webex.com/illinois/j.php?MTID=m22919faf618de08d81e4ac87aaff006b>

E. APPLICATION PACKAGE:

All required information and attachments must be included as part of the application to be considered. Application materials include:

1. **Uniform Grant Application:** This is a form in Amplifund.
2. **Uniform Budget:** The template is provided in Amplifund. Download the template and upload the budget. The Chief Executive Officer or authorized signature must sign the Certificate worksheet within the Uniform Budget.
3. **Grant Narrative:** Download the Grant Narrative Directions in Amplifund and upload the completed grant narrative. The eligible applicant must submit a narrative using the Narrative Template with a 12-point font. The Narrative includes the following sections:
 - I. Executive Summary
 - II. Program Background
 - III. Current Technology Infrastructure
 - IV. Challenges
 - V. Impact on Stakeholders
 - VI. Emerging Technological Trends
 - VII. Alignment with Organizational Goals
 - VIII. Stakeholder Input
 - IX. Conclusion
4. **Scope of Work:** This is a document, labeled Scope of Work which can be found on the last page of the Grant narrative in Amplifund. Read the question and upload a word document with all your answers along with the Grant Narrative template.
5. **Programmatic Risk Assessment:** All applicants must submit a Programmatic Risk Assessment form for each grant program. Download the Programmatic Risk Assessment from the application forms found on the opportunity in Amplifund, complete it, and upload the completed form. The form must remain in an excel file.

Training and resources regarding the Programmatic Risk Assessment can be found at <https://www.iccb.org/grant-opportunities/>

The Grantee will submit quarterly reports, which include programmatic, performance and

expenditure data, 30 days after the calendar quarter ends detailing progress on funded activities.

Reporting templates and other instructions will be made available to grant recipients later. Close out reports will be due by March 1, 2027.

APPLICATION/SUBMISSION INFORMATION

F. GRANT PRE-QUALIFICATION

Interested institutions may apply for a grant but will not be eligible for a grant award until the institution has pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal located at www.grants.illinois.gov.

During pre-qualification, the Unique Entity Identifier (UEI) verifications are performed including a check of Debarred and Suspended status and good standing with the Secretary of State. The prequalification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire.

If applicable, the entity will be notified that it is ineligible for award because of the UEI verification. The entity will be informed of the corrective action needed to become eligible for a grant award.

Each applicant (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR 25.110 (d)) 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: <https://governmentcontractregistration.com/sam-registration.asp>.
- Provide a valid UEI number in its application.
- Continue to always maintain an active SAM registration with current information during which it has an active award.

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.

FUNDING INFORMATION

Grant Period:

The grant period is Jan 1, 2026 -Dec 31, 2026.

Funding Availability:

A total of \$2,000,000 is appropriated from the General Revenue Fund to the ICCB for grants to

eligible entities for educational purposes as outlined under this NOFO. Only one grant application per adult education program will be considered.

- Programs who have received funding from this grant in the previous grant cycle are eligible for up to \$25,000.
- Programs who did not receive funding from this grant in the previous grant cycle are eligible for funding up to \$75,000.

Funding Deadlines.

Please note that no extensions will be given for expending funds.

- Grant funds must be obligated by the end of the grant period.
- Good/products must be received by 60 days after the end of the grant period unless written authorization extending the timeline is provided by the Grantor.
- Services must be fully delivered within the grant period.
- Grant funds must be expended by 60 days after the end of the grant period.
- The deadline for budget modifications requests is 60 days before the end of the award term.

Budget modifications required if a line-item exceeds \$50,000 or overall transfer > 10% or a new line item has been added that was not part of the initial approved budget.

FY26 Budget Modification Rule

Discretionary budget transfers between budget categories are capped at \$50,000 and limited to 10% of the award. Stated another way, if the budget change from the approved budget is greater than \$50,000 between budget categories or the amount of the increase to any budget category is over 10% of the award, then a budget modification is required.

Cost Sharing or Matching

No cost sharing or matching is required.

Indirect Cost Rate

- In order to charge indirect costs to a grant, the applicant organization must have an approved indirect cost rate election on the GATA system. There are three options, including the de minimis rate and a negotiated indirect cost rate agreement (NICRA).
- Federally Negotiated Rate. Organizations that receive direct federal funding may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. ICCB will accept the federally negotiated rate reflect on the GATA system.
- State Negotiated Rate. The organization may negotiate an indirect cost rate with the State of Illinois if they do not have a Federally Negotiated Rate. The GATA grantee portal has instructions and details for obtaining a State negotiated rate.
- De Minimis Rate. An organization that has never received a Federally Negotiated Rate may elect, on the GATA system, a de minimis rate of 15% of modified total indirect cost (MTDC). The election is made annually on the GATA system/ grantee portal.

Allowable and Unallowable Costs

Grant recipients must adhere to the Grant Accountability Transparency Act (GATA) unless otherwise permitted.

REVIEW CRITERIA AND SELECTION PROCESS

The ICCB staff will use the criteria listed in this Notice of Funding Opportunity (NOFO) to review the applications and will award points accordingly. Decisions to award grants and the funding levels will be determined per application based upon compliance with the requirements of this NOFO and the grant proposal.

- Programs should clearly outline their approach to integrating digital instruction and technology infrastructure. This includes detailed plans for technology purchases, instructional strategies, and support services. **(Weight: 30%)**
- The proposal should demonstrate how the program will enhance learner access to technology, improve measurable skill gains, and support transitions to postsecondary education or the workforce. **(20%)**
- Programs are encouraged to incorporate innovative solutions and creative strategies to overcome current challenges in Digital instruction. This could include new methodologies, partnerships, or technological advancements that are not yet widely implemented. **(20%)**
- The budget should be realistic, detailed, and aligned with the program's objectives. It should also demonstrate cost-effectiveness and efficient use of grant funds. **(15%)**
- Programs must demonstrate their capacity to implement the proposed activities effectively, including staff qualifications and previous experience with similar projects. Sustainability plans beyond the grant period should also be outlined. **(15%)**

Consortiums applying for this grant must clearly indicate all partnering organizations in their application and detail each partner's role and contribution to the proposed project.

STATE AWARDING AGENCY CONTACT

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