

Exhibit A
STATEMENT OF WORK

Section I In summary, describe the services that the agency / organization provide to the community.

AVANCE, Inc.'s core program is the evidence-based bi-lingual Parent-Child Education Program, designed to prepare parents of preschoolers ages 0-3 to be role models and advocates for the healthy emotional, physical, cognitive and psychological development of their children. Education of the parents at this critical juncture in the life of the family has proven beneficial to the academic, personal and economic success of the family.

Section II State the CDBG grant amount awarded and state the name of awarding City / Pct.
\$10,000 Awarded By: City of Edcouch

Section III List the proposed type of expenditure(s) utilizing CDBG funds.
CDBG Grant monies will be utilized for wages, salaries, taxes and benefits for an outreach worker and an ESL /computer literacy instructor qualified to implement the EL Civics curriculum. Additional expenditures shall include required program supplies such as books, test and instructional materials.

Section IV List the services that will be provided and how they will be performed as a result of CDBG funds.

In fulfillment of the CDBG grant award, AVANCE-Rio Grande Valley will provide Adult Literacy to provide ESL/computer literacy training for 30 residents of Edcouch, during the term of the grant cycle. All classes will be conducted primarily in English, with a focus and emphasis on learning four basic literacy skills: listening, speaking, reading and writing. Instruction, curriculum and lesson plans will follow the Texas Education Agency and Texas Learns Texas Adult Education and Family Literacy Partnership State Assessment Policy for Adult Education. Instruction is intended to increase English language proficiency and basic literacy, as well as participant awareness of civic duties and opportunities of community residents and U.S. citizens. AVANCE-RGV will implement the EL Civics program, according to this policy, to provide 7 weekly hours of instruction, with one hour set aside for instructor preparation time. During class hours, one quarter of the time will focus on civic education as required by the TEA EL Civic grant. Participants will practice written and oral English language skills through a variety of lessons; they will also gain computer literacy skills as the result of exposure to technology, including word processing and interactive CD instruction.

Section V As a result of the CDBG award; describe how funds will provide an increase in services or provide a new service to extremely low and/or low to moderate income residents. (EX: Additional ESL classes will be offered; new sports program will be created for the youth, etc.)

As the result of the CDBG grant award, a new EL Civics learning site will be established, specifically for the benefit of the residents of Edcouch. EL Civics participants are typically very-low to low-income persons with limited-English proficiency (LEP), including recent immigrants. Providing the EL Civics program to community residents will increase written and oral English language proficiency, computer technology skills and civic engagement for the benefit of the individual participants and the community at large. Typically, participants gain increased employment opportunities and earning potential as the result of increased skill levels.

Section VI Describe the program beneficiaries, estimated number to be serviced, economic background and area of residency.

Program beneficiaries will be approximately 30 very-low to low-income residents of Edcouch with limited-English proficiency.

Section VII List all of the locations with physical address where the service(s) will be provided.

Services will be provided at the community center located at the Edcouch Housing Authority, 209 W. Pacific, Edcouch, Texas, 78538.

Initials _____

**Exhibit B-1
GRANT BUDGET**

Subrecipient agrees to follow the approved list of expenditures. If necessary and upon Urban County approval, the Subrecipient will be allowed two amendments to the grant budget for the term of the agreement.

TYPE OF EXPENDITURES	BUDGETED AMOUNT
Salary – ESL / Computer Literacy Instructor	\$5,520.00
Salary – Outreach Worker	\$1,280.00
Health Insurance - All employees who work for AVANCE-RGV are eligible for health insurance. In order to be eligible for health insurance, an employee must work 25 or more hours per week. All fringe benefit costs represent the actual benefits that are paid for employees.	\$576.00
Life Insurance - All employees who work for AVANCE-RGV are eligible for life insurance. In order to be eligible for life insurance, an employee must work 25 or more hours per week. All fringe benefit costs represent the actual benefits that are paid for employees.	\$21.00
FICA	\$520.00
Unemployment	\$437.00
Workers Compensation	\$182.00
Program Supplies / Internet Service - Consumable supplies, books, testing materials, and internet service necessary for the operation of the program.	\$1,464.00
TOTAL GRANT BUDGET:	\$10,000.00

Initials _____

**Exhibit B-2
PAYMENT SCHEDULE**

Subrecipient must submit a payment schedule to expend the CDBG award by completing the table below. Proposed changes to the payment schedule must be submitted in writing to UCP for review and approval prior to the proceeding month of the change. Subrecipient will be allowed up to two amendments for the term of the agreement.

200 8 - 200 9 For the Months of...	Estimated Amount Of Expenditures	Type of Budgeted Expenditures
July	\$415.00	Salaries, Fringe Benefits and Program Supplies
August	\$958.50	Salaries, Fringe Benefits and Program Supplies
September	\$958.50	Salaries, Fringe Benefits and Program Supplies
October	\$958.50	Salaries, Fringe Benefits and Program Supplies
November	\$958.50	Salaries, Fringe Benefits and Program Supplies
December	\$958.50	Salaries, Fringe Benefits and Program Supplies
January	\$958.50	Salaries, Fringe Benefits and Program Supplies
February	\$958.50	Salaries, Fringe Benefits and Program Supplies
March	\$958.50	Salaries, Fringe Benefits and Program Supplies
April	\$958.50	Salaries, Fringe Benefits and Program Supplies
May	\$958.50	Salaries, Fringe Benefits and Program Supplies
TOTALS:	\$10,000.00	