

Early Literacy Grant Annual Report Guidance

As a requirement of receiving funds from the Early Literacy Grant, every school receiving funds needs to submit a report detailing how those funds were used by the end of the fiscal year. (June 1st) The report will be submitted via a form housed in ADE's EMAC system, housed in ADE Connect.

The following information will be requested when completing the form. **It is advised to craft responses in a word document and then copy and paste responses in case you are inadvertently logged out before you can save your work.** The information requested is required and necessary for completion of the annual state reports. Be certain to click the submit button to submit your responses.

Once the information is entered, there is nothing else to do except wait for next year's announcement of funds.

Your support in completing the Early Literacy Grant Report is greatly appreciated.

Annual Report Required Information:

Funding information

Current year allocations

Carryover funds from previous year(s)

Total funds spent and how the funds were spent

Identification information

LEA ID, School and District

Impact of Funds

Description of how funds were used to support literacy and MOWR literacy expectations and the data used to track effectiveness and growth points.

Attestation

To complete the form, the individual overseeing the Early Literacy Grant will need to attest funds were used as described above using an electronic signature entered in a text box with the date of signature