

School Community Student Needs Assessment Requirement for WIOA, Title II AEFLA/EL Civics Funded Agencies

A yearly School Community Student Needs Assessment is required for WIOA, Title II AEFLA/EL Civics funded Agencies with Integrated English Literacy and Civics Education (IELCE) programs. The results of this needs assessment informs the selection of the agency's Civic Objectives and Additional Assessment Plans (COAAPs).

In this needs assessment, agencies assess the civic participation and workforce needs of the Integrated EL Civics students in their school community. Needs assessment surveys can be done on paper or online (e.g. Survey Monkey, Google Forms, etc.). See an explanation and examples of EL Civics needs assessments in the [California EL Civics Basics - Civic Participation, IELCE and CAEP 2025-26](#) webinar, Timestamp 7:10 to 9:20.

Once the needs assessment process is complete, agencies are required to complete the [School Community Student Needs Assessment Summary Form](#) and keep it on file at their agency. On the summary form, the agency describes, in one to two paragraphs, the process the agency used to determine the school community student needs and interests related to EL Civics civic objectives. The agency also summarizes the results of the needs assessment and indicates how the results informed the selection of the agency's Civic Objectives and Additional Assessment Plans (COAAPs). Agencies must present a copy of this completed form upon request of a CDE Consultant.

The Community Student Needs Assessment Summary form and other information on conducting needs assessments can be found on the [California Civic Participation and IELCE](#) page of the CASAS website www.casas.org.