Follow the 5-step process to apply.

○ Review the opportunity

○ Prepare your application

○ Submit your application

○ Understand review, selection, and award

○ Review post-award requirements

○ Timing and Deadlines

? Contacts for Questions

Click on the icons on the left throughout the document to navigate to sections!

Demonstration Grants for Indian Children and Youth Program-Native Youth Community Projects

(84.299A - NYCP)

FY 2025
Grant Competition

Office of Indian Education

Application Instructions
Updated April 3, 2025

Table of Contents

Review the Opportunity

Demonstration Grants for Indian Children and Youth Program - Native Youth Community Projects

This section provides an overview of the funding opportunity, background, and requirements for the Native Youth Community Projects (NYCP) program.

Purpose of Program

The purpose of the program is to provide financial assistance to community-driven projects that develop and share innovative services and programs designed to improve the educational opportunities and achievement of Indian students by addressing community-level challenges.

Eligible Applicants

Under section 6121(b) of the ESEA and 34 CFR 263.20, the following entities are eligible under this program, either alone or in a consortium:

(a) A State educational agency (SEA)
(b) A local educational agency (LEA)
(c) An Indian Tribe
(d) An Indian Organization
(e) A federally supported elementary school or secondary school for Indian students (Bureau of Indian Education (BIE) or Tribally Controlled School)
(f) A Tribal College or University (TCU)

Note: Non-Tribal applicants who are in partnerships with Indian Tribes or Indian organizations should include in their partnership agreement, which is specified in Application Requirement (f), a description of substantial involvement from Tribes, with Tribal direction incorporated throughout the project period.

Type of Award

Discretionary grants

Estimated Available Funds

$20,000,000*

Estimated Number of Awards

45

Estimated Average Size of Award
$450,000

Project Period:

Total potential grant of up to 60 months

Application Narrative Length:

Up to 50 pages
(see section 2 for more detail)

Program Website

To learn more about this year's competition go to our website.

* The fiscal year (FY) 2025 budget request included $72,000,000 for Special Programs for Indian Children, of which we intend to use an estimated $20,000,000 for this competition. The actual level of funding, if any, depends on final congressional action. However, we are inviting applications to allow enough time to complete the grant process if Congress appropriates funds for this program.

Get Registered

To apply, you must first be registered in two systems. If you are already registered, make sure your registration is active and up to date.

SAM.gov

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier. SAM.gov registration can take several weeks. **Begin that process today.**

To register, go to SAM.gov and click on "Get Started."

Click on the Entity Registration Checklist for the information you will need to register in SAM.gov.

If you need help, you can call 866-606-8220 or live chat with the Federal Service Desk.

Grants.gov

You must also have an active account with grants.gov.

To register, go to grants.gov and click "Register." When ready click on "Get Registered Now" and complete required fields.

For more information or assistance, click on "Applicant Registration Page."

Apply by May 8, 2025

Applications are due by 11:59 Eastern Time on May 8, 2025. The Department will not review applications received after the application due date and time. T*he Department will not consider applications submitted prior to April 3, 2025. Applicants that submitted an application prior to that date must submit an updated application on or before May 8, 2025, for the application to be reviewed.* Program staff will endeavor to notify applicants that submitted applications prior to April 3, 2025 of the requirement to submit an updated application. The Department will consider the application that is last submitted and timely received by 11:59:59 p.m., Eastern Time, on May 8, 2025. If you wait until the last minute, you may find that your application has errors that keep you from submitting it.

Apply early.

Background

The Demonstration program-NYCP finds and shares innovative, community-driven opportunities to support Native youth. Projects aim to develop strategies to prepare Native youth for their future while connecting with their Tribal Nations, demonstrate effectiveness, and share learning opportunities. Projects aim to develop strategies to prepare Native youth for their future while connecting with their Tribal Nations, demonstrate effectiveness, and share learning opportunities. Project design relies on Tribal input, alignment, and consultation to uphold self-determination and sovereignty.

For FY 2025, the Department will fund Native Youth Community Projects (NYCP) to help Native children and youth become college- and career-ready. The Department prioritizes partnerships with local businesses for career preparation programs designed to provide Native youth with the knowledge and skills needed to make an effective transition from school to a high-skill career.

The Department is also prioritizing access for Native students to early learning educational opportunities. In addressing this priority, applicants could propose projects that are designed to administer early learning programs to prepare young children to make sufficient academic growth by the end of grade 3, including kindergarten and pre-kindergarten programs, community and family- based preschool programs that emphasize school readiness, screening and referral, meaningful parent and family engagement, and the provision of services to Native children and youth with disabilities to support early school success.

Both the priority for partnerships with local businesses and career centers and the priority for early learning educational opportunities are optional competitive preference priorities, as discussed later in these instructions.

Priorities: This competition includes one absolute priority and three competitive preference priorities*.

Absolute Priority

For FY 2025 and any future year in which we make awards from the list of unfunded applications from this competition, this priority is an absolute priority, which means that all applications must address it to be eligible.

> ℹ An absolute priority (AP) is a requirement and must be met for an application to be considered. The AP is the foundation for the program.

The priority is:

Native Youth Community Projects.

To meet this priority, applicants must propose a project that fulfills the requirements of a Native Youth Community Project.

(1) Focused on a defined local geographic area;

(2) Centered on the goal of ensuring that Indian students are prepared for college and careers;

(3) Informed by evidence, which could be either a needs assessment conducted within the last three years or other data analysis, on—

> (i) The greatest barriers, both in and out of school, to the readiness of local Indian students for college and careers;

> (ii) Opportunities in the local community to support Indian students; and

> (iii) Existing local policies, programs, practices, service providers, and funding sources;

(4) Focused on one or more barriers or opportunities with a community-based strategy or strategies and measurable objectives;

(5) Designed and implemented through a partnership of various entities which—

> (i) Must include—

>> (A) One or more Tribes or their Tribal education agencies; and

>> (B) One or more BIE-funded schools, one or more LEAs, or both; and

> (ii) May include other optional entities, including community-based organizations, national nonprofit organizations, and Alaska regional corporations; and

(6) Led by an entity that—

> (i) Is eligible for a grant under the Demonstration Grants for Indian Children program; and

> (ii) Demonstrates, or partners with an entity that demonstrates, the capacity to improve outcomes that are relevant to the project focus through experience with programs funded through other sources.

Competitive Preference Priorities (CPP)

For FY 2025 and any future year in which we make awards from the list of unfunded applications from this competition, these priorities are competitive preference priorities. You are not required to address them in your application, but you may choose to because meeting a CPP can result in extra points during scoring.

Step 1 Review the Opportunity: Program Priority and Requirements

Competitive Preference Priority 1: **Tribal Lead Applicants** (0 or 2 points)

To meet this priority, an application must be submitted by an Indian Tribe, Indian organization, BIE-funded school, or TCU that is eligible to participate in the Demonstration program. A group application submitted by a consortium that meets the requirements of 34 CFR 75.127 through 75.129 or submitted by a partnership is eligible to receive the preference only if the lead applicant for the consortium is the Indian Tribe, Indian organization, BIE-funded school, or TCU.

Note: Being the lead applicant means that the Indian Tribe, Indian organization, BIE-funded school, or TCU submits the application and leads the work with partners.

Competitive Preference Priority 2: Tribal Partnership (0 or 1 point)

To meet this priority, an application must be submitted by a consortium of eligible entities that meets the requirements of 34 CFR 75.127 through 75.129 or submitted by a partnership if the consortium or partnership: (1) includes an Indian Tribe, Indian organization, BIE-funded school, or TCU; and (2) is not eligible to receive the preference under Competitive Preference Priority 1.

Notes: (1) To receive points under this priority, an applicant must include a signed agreement with the Indian Tribe, Indian organization, BIE-funded school, or TCU detailing the activities that each member of the group plans to perform.

(2) An application can receive points under either CPP 1 or 2, but not both.

Competitive Preference Priority 3: Improving Educational Opportunities and Achievement of Indian Children and Youth (up to 2 points).

(1) Early childhood education programs that are effective in preparing young children to make sufficient academic growth by the end of grade 3, including kindergarten and pre-kindergarten programs, family-based preschool programs that emphasize school readiness, screening and referral, and the provision of services to Indian children and youth with disabilities.

(2) Partnership projects between schools and local businesses for career preparation programs designed to provide Indian youth with the knowledge and skills to make an effective transition from school to a high-skill career.

Under section 6121(d)(1)(B) of the ESEA, the Department gives priority to applications that propose a plan for offering both early learning educational opportunities and career preparation opportunities as described above for a period of more than 1 year. Applicants can receive 1 point for each activity and must address both activities to receive 2 points under this priority.

Notes: (1) To receive points under paragraph (2), consistent with 34 CFR 263.22(b)(2) and application requirement (f) in this notice, applicants must include an agreement signed by the partners in the proposed project, identifying the responsibilities of each partner in the project. The agreement must include the local business and describe the local business's responsibilities as a partner in the proposed project.

(2) Any application can also receive points under CPP 3, whether or not they received points under CPP 1 or 2.

*The absolute priority is from 34 CFR 263.21(c)(1) and incorporates a definition from 34 CFR 263.20; Competitive Preference Priority 1 is from 34 CFR 263.21(b)(1); Competitive Preference Priority 2 is from 34 CFR 263.21(b)(2); and Competitive Preference Priority 3 is from section 6121(c) of the ESEA (20 U.S.C. 7441).

Other General Requirements: Indian Self-Determination and Education Assistance Act Requirement

Awards that are primarily for the benefit of Indians are subject to the provisions of section 7(b) of the Indian Self-Determination and Education Assistance Act (Pub. L. 93-638). That section requires that, to the greatest extent feasible, a grantee—

- Give to Indians preferences and opportunities for training and employment in connection with the administration of the grant; and

- Give to Indian organizations and to Indian-owned economic enterprises, as defined in section 3 of the Indian Financing Act of 1974 (25 U.S.C. 1452(e)), preference in the award of contracts in connection with the administration of the grant.

For purposes of this preference, an Indian is a is a member of any federally recognized Indian Tribe.

Step 1 Review the Opportunity: Application Requirements

Requirements and Selection Criteria

Selection criteria outline how the application will be scored (further detail in Section 4).The application requirements, below and in subsequent pages, map to the selection criteria and provide clarity on what an applicant must include in each section.

	Selection Criteria	Points possible	Application Requirement Section
	Need for Project	20 points	a
	Quality of Project Design	40 points	b
	Quality of Project Personnel	20 points	c
	Quality of Project Evaluation or other evidence-building	20 points	d

Application Requirements

For FY 2025 and any future year in which we make awards from the list of unfunded applications from this competition, applicants must meet the following application requirements from section 6121 of the ESEA (20 U.S.C. 7441) and 34 CFR 263.22.

1) A description of how Indian Tribes and parents and families of Indian children and youth have been, and will be, involved in developing and implementing the proposed activities;
2) Assurances that the applicant will participate, at the request of the Secretary, in any national evaluation of this program;
3) Information demonstrating that the proposed program is an evidence-based program, where applicable, which may include a program that has been modified to be culturally appropriate for students who will be served;
4) A description of how the applicant will continue the proposed activities once the grant period is over;
5) Evidence, which could be either a needs assessment conducted within the last three years or other data analysis, of—
   (a) The greatest barriers, both in and out of school, to the readiness of local Indian students for college and careers;
   (b) Opportunities in the local community to support Indian students; and
   (c) Existing local policies, programs, practices, service providers, and funding sources;

6) A copy of an agreement signed by the partners in the proposed project, identifying the responsibilities of each partner in the project. The agreement can be either—

(a) A consortium agreement that meets the requirements of 34 CFR 75.128, if each of the entities are eligible entities under this program; or

(b) Another form of partnership agreement, such as a memorandum of understanding or a memorandum of agreement, if not all the partners are eligible entities under this program;

7) A plan, which includes measurable objectives, to evaluate reaching the project goal or goals;

8) An assurance that—

(a) Services will be supplemental to the education program provided by local schools attended by the students to be served;

(b) Funding will be supplemental to existing sources, such as Johnson O'Malley funding; and

(c) The availability of funds for supplemental special education and related services (i.e., services that are not part of the special education and related services, supplementary aids and services, and program modifications or supports for school personnel that are required to make a free appropriate public education (FAPE) available under Part B of the Individuals with Disabilities Education Act (IDEA) to a child with a disability in conformity with the child's individualized education program or the regular or special education and related aids and services required to make FAPE available under a section 504 plan, if any) does not affect the right of the child to receive FAPE under Part B of the IDEA or Section 504, and the respective implementing regulations.

Cost Sharing or Matching

This program does not require cost sharing or matching.

Administrative Cost Limitation

Under ESEA section 6121(e), no more than five percent of the funds awarded for a grant may be used for administrative costs.

Subgrantees

A grantee under this competition may not award subgrants to entities to directly carry out project activities described in its application.

Indirect Cost Rate Information

This program uses an unrestricted indirect cost rate.

> **ⓘ** For more information regarding indirect costs, or to obtain a negotiated indirect cost rate, please visit here.

Program Authority: ESEA§6121, 20 U.S.C. §7441

Applicable Regulations: (a) The Education Department General Administrative Regulations in 34 CFR parts 75, 77, 79, 81, 82, 84, 86, 97, 98, and 99. (b) The Office of Management and Budget Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485. (c) The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474. (d) The program regulations in 34 CFR part 263.

Note: As of October 1, 2024, grant applicants must follow the provisions stated in the Uniform Guidance for Federal Financial Assistance (89 FR 30046, April 22, 2024) when preparing an application. For more information about these regulations please visit: https://www.cfo.gov/resources-coffa/uniform-guidance/.

Prepare your Application

Get ready to apply:

Download the application package

Address to request: You can access the application package for this program through Grants.gov

Application Elements

The application will require you to fill out several forms, which are listed and linked in grants.gov. See below for a description of forms and sections:

1. **Standard Documents**
   - ❑ Application for Federal Assistance (SF 424)
   - ❑ ED Supplemental Information for SF 424

2. **Budget Information**
   - ❑ ED Budget Information Non-Construction Programs (ED Form 524)

3. **ED Abstract Form**
   - ❑ Project Abstract

4. **Project Narrative**
   - ❑ Application Narrative

5. **Narrative Attachment Form**
   - ❑ Project Narrative Attachment Form

6. **Other Attachment Forms**
   - ❑ Individual Resumes for Project Director & Key Personnel
   - ❑ Copy of Indirect Cost Rate Agreement
   - ❑ Letters of Support
   - ❑ Supplementary Information

7. **Assurances and Certifications**
   - ❑ Disclosure of Lobbying Activities (Standard Form LLL)
   - ❑ Grants.gov Lobbying Form (ED 80-013 Form)
   - ❑ General Education Provisions Act (GEPA) Requirements (ED GEPA 427 Form)

8. **Intergovernmental Review (Executive Order 12372)**
   - ❑ State Single Point of Contact (SPOC) List (IF APPLICABLE)

Step 2 Prepare your Application: Application Checklist

Part 1: Standard Documents

❑ Application for Federal Assistance (SF 424)

For additional information on Form SF 424, please visit the following links:

https://grants.gov/forms/forms-repository/sf-424-family

https://apply07.grants.gov/apply/forms/instructions/SF424_4_0-V4.0-Instructions.pdf

❑ ED Supplemental Information for SF 424

These forms require basic identifying information about the applicant and the application. Please provide all requested applicant information (including name, address, e-mail address and Unique Entity ID (UEI)). **When applying electronically via Grants.gov, you will need to ensure that the UEI enter on your application is the same as the UEI your organization used when it registered with the System for Award Management.**

Applicants are advised to complete the Application for Federal Assistance (Form SF 424) first. Grants.gov will automatically insert the correct Assistance Listing Number and program name automatically wherever needed on other forms.

Please do not attach any narratives, supporting files, or application components to the Standard Form (SF 424). Although this form accepts attachments, the Department of Education will only review materials/files attached in accordance with the instructions provided within this application.

Additional information is provided at the following links
https://www2.ed.gov/fund/grant/apply/appforms/sf424instruct.pdf

Part 2: Budget Information

❑ ED Budget Information Non-Construction Programs (ED Form 524)

This part of your application contains information about the Federal funding you are requesting. Remember that you must provide all requested budget information for each year of the project and the total column in order to be considered for Federal funding. Specific instructions for completing the budget forms are provided within this application package.

Instructions for completing ED Form 524 Section A:

Name of Institution/Organization: Enter the name of the applicant in the space provided.

Personnel (line 1): Enter project personnel salaries and wages only. Include fees and expenses for consultants on line 6.

Fringe Benefits (line 2): The institution's normal fringe benefits contribution may be charged to the program. Leave this line blank if fringe benefits applicable to direct salaries and wages are treated as part of the indirect cost.

Travel (line 3): Indicate the travel costs of employees and participants only. Include travel of persons such as consultants on line 6.

Equipment (line 4): Indicate the cost of tangible, non-expendable personal property that has a usefulness greater than one year and acquisition costs that are the lesser of the capitalization level established by the applicant entity for financial statement purposes or $10,000 per article. Lower limits may be established to maintain consistency with the applicant's policy.

Supplies (line 5): Show all tangible, expendable personal property. Direct supplies and materials differ from equipment in that they are consumable, expendable, and of a relatively low unit cost. Supplies purchased with grant funds should directly benefit the grant project and be necessary for achieving the goals of the project.

Contractual (line 6): The contractual category should include all costs specifically incurred with actions that the applicant takes in conjunction with an established internal procurement system. Include consultant fees, expenses, and travel costs in this category if the consultant's services are obtained through a written binding agreement or contract.

Construction (line 7): Construction funds are not authorized.

Other (line 8): Indicate all direct costs not covered on lines 1-6. For example, include costs such as space rental, required fees, honoraria and travel (where a contract is not in place for services), training, and communication and printing costs. Do not include costs that are included in the indirect cost rate.

Part 2: Budget Information, Continued

❑ ED Budget Information Non-Construction Programs (ED Form 524)

<u>Total Direct Costs (line 9):</u> The sum of lines 1-8.

<u>Indirect Costs (line 10):</u> Indicate the applicant's approved indirect cost rate, per sections 75.560 – 75.564 of EDGAR. If an applicant does not have an approved indirect cost rate agreement with a cognizant Federal agency, the applicant must apply to the Department for a temporary indirect cost rate if it wishes to charge indirect costs to the grant. For more information, go to the Department's website at: https://www2.ed.gov/about/offices/list/ocfo/fipao/abouticg.html. In addition, a grantee, if it is eligible, may also use De Minimis rate as provided for under 2 CFR 200.414(f).

<u>Training Stipends (line 11):</u> Not Applicable for this program.

<u>Total Cost (line 12):</u> This should equal to sum of lines 9-11 (total direct costs + indirect + stipends). The sum for column one, labeled Project Year 1 (a), should also be equal to item 15a on the application cover sheet (SF Form 424).

Part 3: ED Abstract Form

For the application Abstract, applicants should use the template located at: https://www2.ed.gov/fund/grant/apply/osep/new-osep-grants.html.

Ensure that you only attach the Education approved file types detailed in the Federal Register application notice. Also, do not upload any password-protected files to your application.

Please note that Grants.gov cannot process an application that includes two or more files that have the same name within a grant submission.

When attaching files, applicants should limit the size of their file names. Lengthy file names could result in difficulties with opening and processing your application. The Department recommends your file names be less than 50 characters.
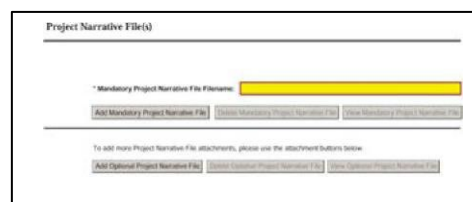
Part 4: Project Narrative Attachment Form

This section should be attached as a **single** document to the Project Narrative Attachment Form in accordance with the instructions found on [Grants.gov](#) and should be organized in the following manner and include the following parts in order to expedite the review process.

Ensure that you only attach the Education approved file types detailed in the Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the Federal Register on December 23, 2024 (89 FR 104528) and available [here](#). Also, do not upload any password- protected files to your application.

When attaching files, applicants should limit the size of their file names. Lengthy file names could result in difficulties with opening and processing your application. The Department recommends your file names be less than 50 characters.

❑ **Table of Contents**
The Table of Contents shows where and how the important sections of your proposal are organized and should not exceed **one** double-spaced page.

Project Narrative File(s)
* Mandatory Project Narrative File Filename:
Add Mandatory Project Narrative File Delete Mandatory Project Narrative File View Mandatory Project Narrative File
To add more Project Narrative File attachments, please use the attachment buttons below.
Add Optional Project Narrative File Delete Optional Project Narrative File View Optional Project Narrative File

❑ **Application Narrative**
The Department encourages applicants to limit this section of the application to the equivalent of no more than 50 pages and adhere to the following guidelines:

• A "page" is 8.5" x 11", on one side only, with 1" margins at the top, bottom, and both sides.

• Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and captions, as well as all text in charts, tables, figures, and graphs.

• Use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).

• Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial.

The recommended page limit **does not apply** to the cover sheet; the budget section, including the narrative budget justification; the assurances and certifications; or the project abstract, the resumes, the bibliography, or the letters of support. However, the recommended page limit does apply to the **Project Narrative**.

Selection Criteria for Program Narrative
The application narrative is synonymous with responding to the Selection Criteria and should follow the order as found [here](#). Each criterion includes the factors that reviewers will consider in determining the extent to which an applicant meets the criterion.
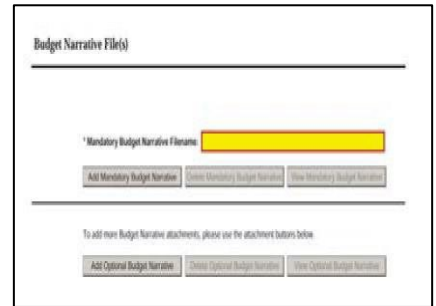
Selection Criteria	Points possible	Application Requirement Section
Need for Project	20 points	a
Quality of Project Design	40 points	b
Quality of Project Personnel	20 points	c
Quality of Project Evaluation or other evidence-building	20 points	d

Part 5: Budget Narrative

This section should be attached as a **single** document to the Budget Narrative Attachment Form in accordance with the instructions found on Grants.gov. It should be organized in the following manner and include the following parts in order to expedite the review process. Ensure that you attach the Education approved file types detailed in the Common Instructions for Applicants to Department of Education Discretionary Grant Programs published in the Federal Register December 23, 2024(89 FR 104528) and available here.

Also, do not upload any password-protected files to your application.

When attaching files, applicants should limit the size of their file names. Lengthy file names could result in difficulties with opening and processing your application. The Department recommends your file names be less than 50 characters.

Each application must also provide a Budget Narrative (which serves to meet the requirements of ED Form 524, Section C) for requested Federal funds. The Budget Narrative for requested Federal funds should provide a justification of how the money requested for each budget item will be spent.

This section requires an **itemized budget breakdown** for each project year and the **basis for estimating the costs** of personnel salaries, benefits, project staff travel, materials and supplies, consultants and subcontracts, indirect costs and any other projected expenditures. Be sure to complete an itemized budget breakdown and narrative for each year of the proposed project.

The Budget Narrative provides an opportunity for the applicant to identify the nature and amount of the proposed expenditures. The applicant should provide sufficient detail to enable reviewers and project staff to understand how requested funds will be used, how much will be expended, and the relationship between the requested funds and project activities and outcomes.

In accordance with 34 CFR 75.232, Department of Education staff perform a cost analysis of each recommended project to ensure that costs relate to the activities and objectives of the project, are reasonable, allowable and allocable. The Department may delete or reduce costs from the budget during this review.

Important Notes
Applicants are encouraged to review the Guidance for Federal Financial Assistance in preparing their budget and budget narrative.

The Uniform Guidance may be found at the following link:
https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl.

Suggested Guidelines for the Budget Narrative

1.   Provide an itemized budget breakdown, and justification by project year. The budget narrative fulfils the requirement of Form ED 524 -Section C Budget Narrative. Find information below in Part 5 on completing the budget narrative. For this program, applicants do not need to fill in non-Federal funds or resources listed in Section B.

2.   If you are requesting reimbursement for indirect costs on line 10, this information is to be completed by your Business Office. Specify the estimated amount of the base to which the indirect cost rate is applied and the total indirect expense. Depending on the grant program to which you are applying and/or your approved Indirect Cost Rate Agreement, some direct cost budget categories in your grant application budget may not be included in the base and multiplied by your indirect cost rate. Please indicate which costs are included and which costs are excluded from the base to which the indirect cost rate is applied.

The forms can be found at: www.ed.gov/fund/grant/apply/appforms/appforms.html.

Provide other explanations or comments you deem necessary.

Part 6: Other Attachment Forms

Attach one or more documents to the Other Attachments Form in accordance with the instructions found on Grants.gov. You may provide all of the required information in a single document, or in multiple documents.

Ensure that you only attach the Education approved file types detailed in the Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the Federal Register on December 23, 2024 (89 FR 104528) and available here. Also, do not upload any password- protected files to your application.

Please note that Grants.gov cannot process an application that includes two or more files that have the same name within a grant submission.

When attaching files, applicants should limit the size of their file names. Lengthy file names could result in difficulties with opening and processing your application. The Department recommend your file names be less than 50 characters.

❑ **Individual Resumes for Project Directors and Key Personnel**: Provide brief resumes or job descriptions that describe personnel qualifications for the responsibilities they will carry out under the project.

❑ **Copy of Indirect Cost Rate Agreement**

❑ **Letters of Support**

❑ **References/Bibliography**

❑ **MOU/MOA and, if applicable, Consortium Agreement Documentation; all group applicants**

Part 7:Assurances and Certifications

Be certain to complete all required assurances and certifications in Grants.gov, and include all required information in the appropriate place on each form. The assurances and certifications required for this application are:

❑ **Disclosure of Lobbying Activities (SF LLL Form)**
Refer to instructions provided at the following link:
https://apply07.grants.gov/apply/forms/instructions/SFLLL_2_0 -V2.0-Instructions.pdf

❑ **Grants.Gov Lobbying Form – "Certification Regarding Lobbying" (ED 80-013 Form)**

Refer to the instructions provided at the following link:

https://apply07.grants.gov/apply/forms/instructions/GG_Lobb yingForm-V1.1-Instructions.pdf

❑ **General Education Provisions Act (GEPA) Requirements – Section 427**

Refer to the instructions provided at the following link: 20 U.S.C. 1228a

NOTE: While it is required to submit the lobbying form that best meets an applicants' situation, the two forms are classified as "optional" in Grants.gov to avoid submission errors when only one of the lobbying form is submitted.

NOTE: The OIE GEPA statement is attached at the end of this document.

Part 8: Intergovernmental Review of Federal Programs (Executive Order 12372)

This program falls under [Executive Order 12372](#) (Intergovernmental Review of Federal Programs) and the regulations in [34 CFR Part 79](#). One of the objectives of [Executive Order 12372](#) is to strengthen federalism--or the distribution of responsibility between localities, states, and the Federal government--by fostering intergovernmental partnerships. This idea includes supporting processes that state or local governments have devised for coordinating and reviewing proposed Federal financial grant applications.

The process for doing this requires grant applicants to contact State Single Points of Contact (SPOC) for information on how this works. Multi-state applicants should follow procedures specific to each state. Further information about the SPOC and the official list of entities can be found at:
https://www.whitehouse.gov/wp-content/uploads/2023/06/SPOC-list-as-of-2023.pdf.

Absent specific State review programs, applicants may submit comments directly to the Department. All recommendations and comments must be mailed or hand-delivered by the date indicated in the actual NIA to the following address:

The Secretary, EO 12372-- ALN# 84.328M U.S.
 Department of Education, Room 7E200
400 Maryland Avenue, SW Washington, DC 20202

Proof of mailing will be determined on the same basis as applications (see 34 CFR §75.102). Recommendations or comments

The Secretary, EO 12372-- ALN# 84.299A
U.S. Department of Education, Room 7E200
400 Maryland Avenue, SW
Washington, DC 20202

Proof of mailing will be determined on the same basis as applications (see 34 CFR §75.102). Recommendations or comments may be hand-delivered until 4:30 p.m. (Eastern Time) on the closing date indicated in the correction notice to the NIA .

Important note: The above address is not the same address as the one to which the applicant submits its completed applications. **Do not send applications to the above address.**

Submit your Application

Submission Requirements and Deadlines

Submit your application by <mark>**May 8, 2025 at 11:59:59 PM E.T.**</mark>

Try to submit your application well before the due date allowing time to avoid denial of your application in case errors occur and the system cannot validate it.

Submission Instructions:

Applicants are required to follow the Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the **Federal Register** which contain requirements and information on how to submit an application.

Accessible Format: On request to the program contact person, individuals with disabilities can obtain this document and a copy of the application package in an accessible format. The Department will provide the requestor with an accessible format that may include Rich Text Format (RTF) or text format (txt), a thumb drive, an MP3 file, braille, large print, audiotape, or compact disc, or other accessible format.

Step 3 Submit your Application: Helpful tips

To facilitate your use of Grants.gov, this document includes important submission procedures you need to be aware of to ensure your application is received in a timely manner and accepted by the Department of Education.

Browser Support

The latest versions of Microsoft Internet Explorer (IE), Mozilla Firefox, Google Chrome, and Apple Safari are supported for use with Grants.gov. However, these web browsers undergo frequent changes and updates, so the Department recommends you have the latest version when using Grants.gov. Legacy versions of these web browsers may be functional, but you may experience issues. Grants.gov no longer provides support for Microsoft Internet Explorer 9 or below.

For additional information or updates, please see the Grants.gov Browser information in the Applicant FAQs: https://www.grants.gov/applicants/applicant-faqs

ATTENTION – Workspace, Adobe Forms and PDF Files

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different web forms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities, refer to: How to Apply for Grants | Grants.gov

1) Create a Workspace: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.

2) Complete a Workspace: Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission. The Workspace progress bar will display the state of your application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.

Step 3 Submit your Application: Helpful Reminders

2) Complete a Workspace (cont.)

    a. Adobe Reader: If you decide not to apply by filling out web forms you can download individual PDF forms in Workspace. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.

    NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at: Adobe Software Compatibility | Grants.gov

    b. Mandatory Fields in Forms: In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.

    c.   Complete SF-424 Fields First: The forms are designed to fill in common required fields across other forms, such as the applicant's name, address, and Unique Entity Identifier (UEI) Number. Once it is completed, the information will transfer to the other forms.

3) Submit a Workspace: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

4) Track a Workspace Submission: After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

For additional training resources, including video tutorials, refer to
https://www.grants.gov/applicants/applicant-training

Step 3 Submit your Application: Helpful Reminders

Register Early

Grants.gov registration involves many steps including registration on SAM (www.sam.gov), which usually takes approximately 7 to 10 business days, but can take longer depending on the completeness and accuracy of the data entered into the SAM database by an applicant. You may begin working on your application while completing the registration process, but you cannot submit an application until all of the Registration steps are complete. Please note that once your SAM registration is active, it will take 24-48 hours for the information to be available in Grants.gov, and before you can submit an application through Grants.gov. For detailed information on the Registration Steps, please go to: https://www.grants.gov/applicants/applicant-registration. Please note that your organization will need to update its SAM registration annually.

To register in SAM.gov, click on the "Get Started" link under the "Register Your Entity…" heading in SAM.gov. Grantees, and other entities wanting to do business with the U.S. Department of Education (e.g., entities applying for a grant), that are not already registered in SAM.gov must complete the "Register Entity" registration option and NOT the "Get a Unique Entity ID" option. The "Get a Unique Entity ID" option, which is not a full registration, is only available to entities for reporting purposes. Failing to complete the "Register Entity" option may result in loss of funding, loss of applicant eligibility, and/or delays in receiving a grant award. Information about SAM is available at www.SAM.gov. To further assist you with registering in SAM or updating your existing SAM registration, see the Quick Start Guide for Grant Registrations and the Entity Registration Video at https://sam.gov/content/entity-registration.

Submit Early

The Department strongly recommends that you do not wait until the last day to submit your application. Grants.gov will put a date/time stamp on your application and then process it after it is fully uploaded. The time it takes to upload an application will vary depending on a number of factors including the size of the application and the speed of your Internet connection, and the time it takes Grants.gov to process the application will vary as well. If Grants.gov rejects your application (see step three below), you will need to resubmit successfully to Grants.gov before 11:59:59 p.m. Eastern Time on the deadline date.

You must provide the UEI on your application that was used when you registered as an Authorized Organization Representative (AOR) on Grants.gov. This UEI is assigned to your organization in SAM at the time your organization registers in SAM. If you do not enter the UEI assigned by SAM on your application, Grants.gov will reject your application.

Step 3 Submit your Application: Helpful Reminders

Verify Submission is OK

You will want to verify that Grants.gov received your application submission on time and that it was validated successfully. To see the date/time your application was received, login to Grants.gov and click on the Track My Application link. For a successful submission, the date/time received should be earlier than 11:59:59 p.m. Eastern Time, on the deadline date, AND the application status should be: Validated, Received by Agency, or Agency Tracking Number Assigned. Once the Department of Education receives your application from Grants.gov, an Agency Tracking Number (PR/award number) will be assigned to your application and will be available for viewing on Grants.gov's Track My Application link.

If the date/time received is later than 11:59:59 p.m. Eastern Time, on the deadline date, your application is late. If your application has a status of "Received" it is still awaiting validation by Grants.gov. Once validation is complete, the status will either change to "Validated" or "Rejected with Errors." If the status is "Rejected with Errors," your application has not been received successfully. Some of the reasons Grants.gov may reject an application can be found on the Grants.gov site: https://www.grants.gov/applicants/encountering-error-messages. For more detailed information on troubleshooting Adobe errors, you can review the Adobe Reader Software Tip Sheet at: https://www.grants.gov/applicants/adobe-software-compatibility. If you discover your application is late or has been rejected, please see the instructions below. Note: You will receive a series of confirmations both online and via e-mail about the status of your application. Please do not rely solely on e-mail to confirm whether your application has been received timely and validated successfully.

Submission Problems – What should you do?

If you have problems submitting to Grants.gov before the closing date, please contact Grants.gov Customer Support at 1-800-518-4726 or email at: support@grants.gov or access the Grants.gov Self-Service Knowledge Base web portal at: https://grants-portal.psc.gov/Welcome.aspx?pt=Grants

The Department discourages paper applications, but if electronic submission is not possible (e.g., you do not have access to the internet), (1) you must provide a prior written notification that you intend to submit a paper application and (2) your paper application must be postmarked by the application deadline date. If you submit your prior written notification by email, it must be received by the Department no later than 14 calendar days before the application deadline date. If you mail your notification to the Department, it must be postmarked no later than 14 calendar days before the application deadline date (See the 2024 Common Instructions for detailed instructions regarding this procedure).

Helpful Hints When Working with Grants.gov

Please go to https://www.grants.gov/support for help with Grants.gov. For additional tips related to submitting grant applications, please refer to the Grants.gov Applicant FAQs found at this Grants.gov link: https://www.grants.gov/applicants/applicant-faqs as well as additional information on Workspace at https://www.grants.gov/applicants/workspace-overview.

Step 3 Submit your Application: Helpful Reminders

Slow Internet Connections

When using a slow internet connection, such as a dial-up connection, to upload and submit your application, it can take significantly longer than when you are connected to the Internet with a high-speed connection, e.g., cable modem/DSL/T1. While times will vary depending upon the size of your application, it can take a few minutes to a few hours to complete your grant submission using a dial up connection. Failure to fully upload an application by the deadline date and time will result in your application being marked late in the G5 system. **If you do not have access to a high-speed internet connection, you may want to consider following the instructions in the Federal Register notice to obtain an exception to the electronic submission requirement no later than 14 calendar days before the application deadline date.** (See the Federal Register notice for detailed instructions and the 2024 Common Instructions.)

Attaching Files – Additional Tips

Please note the following tips related to attaching files to your application:

- When you submit your application electronically, you must upload any narrative sections and all other attachments to your application as files in either Portable Document Format (PDF) or Microsoft Word. Although applicants have the option of uploading any narrative sections and all other attachments to their application in either PDF or Microsoft Word, the Department **recommends** applicants submit all documents as read-only flattened PDFs, meaning any fillable PDF files must be saved and submitted as non-fillable PDF files and not as interactive or fillable PDF files, to better ensure applications are processed in a more timely, accurate, and efficient manner.

- Grants.gov cannot process an application that includes two or more files that have the same name within a grant submission. Therefore, each file uploaded to your application package should have a unique file name.

- When attaching files, applicants should follow the guidelines established by Grants.gov on the size and content of file names. Uploaded file names must be fewer than 50 characters, and, in general, applicants should not use any special characters. However, Grants.gov does allow for the following UTF-8 characters when naming your attachments: A-Z, a-z, 0-9, underscore, hyphen, space, period, parenthesis, curly braces, square brackets, ampersand, tilde, exclamation point, comma, semi colon, apostrophe, at sign, number sign, dollar sign, percent sign, plus sign, and equal sign. Applications submitted that do not comply with the Grants.gov guidelines will be rejected at Grants.gov and not forwarded to the Department.

- Applicants should limit the size of their file attachments. Documents submitted that contain graphics and/or scanned material often greatly increase the size of the file attachments and can result in difficulties opening the files. For reference, the average discretionary grant application package with all attachments is less than 5 MB. Therefore, you may want to check the total size of your package before submission.

Understand review, selection, and award

This section is intended to help you understand the process and criteria for review, selection, and award.

Selection Criteria

Applications will be evaluated according to specific selection criteria identified below and in the following pages. Reviewers of your application will use these criteria to rate your proposal, and the overall assessment of your proposal will be based on the extent to which it satisfies the selection criteria.An application may earn up to a total of 100 points based on responses to the selection criteria.

	Criteria	Possible Points
	Need for Project	20 points
	Quality of Project Design	40 points
	Quality of Project Personnel	20 points
	Quality of Project Evaluation or other evidence-building	20 points
Total		**100 points**

Need for Project (Maximum 20 points)

The Secretary considers the need for the proposed project. In determining the need for the proposed project, the Secretary considers the following factors:

1) The extent to which the proposed project demonstrates the magnitude of the need for the services to be provided or the activities to be carried out by the proposed project. (Up to 10 points)

2) The extent to which the specific nature and magnitude of gaps or challenges are identified and the extent to which these gaps or challenges will be addressed by the services, supports, infrastructure, or opportunities described in the proposed project. (Up to 5 points)

3) The extent to which the proposed project will focus on serving or otherwise addressing the needs of underserved populations. (Up to 5 points)

Quality of the Project Design (Maximum 40 points)

The Secretary considers the quality of the design of the proposed project. In determining the quality of the design of the proposed project, the Secretary considers the following factors

1) The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified, measurable, and ambitious yet achievable within the project period, and aligned with the purposes of the grant program. (Up to 5 points)

2) The extent to which the design of the proposed project demonstrates meaningful community engagement and input to ensure that the project is appropriate to successfully address the needs of the target population or other identified needs and will be used to inform continuous improvement strategies. (Up to 10 points)

3) The extent to which the design for implementing and evaluating the proposed project will result in information to guide possible replication of project activities or strategies, including valid and reliable information about the effectiveness of the approach or strategies employed by the project. (Up to 10 points)

4) The quality of the proposed demonstration design, such as qualitative and quantitative design, and procedures for documenting project activities and results for underserved populations. (Up to 5 points)

5) The extent to which the proposed project demonstrates a rationale (as defined in this notice) that is aligned with the purposes of the grant program. (Up to 10 points)

Quality of Project Personnel (Maximum 20 points)

The Secretary considers the quality of the personnel who will carry out the proposed project. In determining the quality of project personnel, the Secretary considers the following factors:

1) The extent to which the applicant demonstrates that it has project personnel or a plan for hiring of personnel who are members of groups that have historically encountered barriers, or who have professional or personal experiences with barriers, based on one or more of the following: economic disadvantage; language; and living in a rural location. (Up to 1 point)

2) The extent to which the project director or principal investigator, when hired, has the qualifications required for the project, including formal training or work experience in fields related to the objectives of the project and experience in designing, managing, or implementing similar projects for the target population to be served by the project. (Up to 5 points)

3) The extent to which the key personnel in the project, when hired, have the qualifications required for the proposed project, including formal training or work experience in fields related to the objectives of the project, and represent or have lived experiences of the target population. (Up to 10 points)

4) The extent to which the proposed planning, implementing, and evaluating project team are familiar with the assets, needs, and other contextual considerations of the proposed implementation sites. (Up to 4 points)

Quality of the Project Evaluation or Other Evidence Building (Maximum 20 points)

The Secretary considers the quality of the evaluation to be conducted of the proposed project. In determining the quality of the evaluation, the Secretary considers the following factors:

1) The extent to which the methods of evaluation or other evidence-building are appropriate to the context within which the project operates and the target population
of the proposed project (Up to 10 points)

2) The extent to which the evaluation will provide guidance about effective strategies suitable for replication or testing and potential implementation in other settings (Up to 5 points)

3) The extent to which the evaluator has the qualifications, including the relevant training, experience, and independence, required to conduct an evaluation of the proposed project, including experience conducting evaluations of similar methodology as proposed and with evaluations for the proposed population and setting (Up to 5 points)

Review and Selection Process

We remind potential applicants that in reviewing applications in any discretionary grant competition, the Secretary may consider the past performance of the applicant in carrying out a previous award, such as the applicant's use of funds, achievement of project objectives, and compliance with grant conditions. The Secretary may also consider whether the applicant failed to submit a timely performance report or submitted a report of unacceptable quality.

In addition, in making a competitive grant award, the Secretary requires various assurances, including those applicable to Federal civil rights laws that prohibit discrimination in programs or activities receiving Federal financial assistance from the Department.

Risk Assessment and Specific Conditions

Before awarding grants under this competition, the Department conducts a review of the risks posed by applicants. The Secretary may impose specific conditions and, in appropriate circumstances, high-risk conditions on a grant if the applicant or grantee is not financially stable; has a history of unsatisfactory performance; has a financial or other management system that does not meet the standards in 2 CFR part 200, subpart D; has not fulfilled the conditions of a prior grant; or is otherwise not responsible.

Integrity and Performance System

If you are selected under this competition to receive an award that over the course of the project period may exceed the simplified acquisition threshold (currently $250,000), the Department must make a judgement about your integrity, business ethics, and record of performance under Federal awards—that is, the risk posed by you as an applicant—before the Department make an award. In doing so, the Department must consider any information about you that is in the integrity and performance system (currently referred to as the Federal Awardee Performance and Integrity Information System (FAPIIS), accessible through the System for Award Management. You may review and comment on any information about yourself that a Federal agency previously entered and that is currently in FAPIIS.

Review the post award requirements

This section is intended to help you understand what is required of recipients after they receive an award.

Award Notices

If your application is successful, the Department notifies your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN); or the Department may send you an email containing a link to access an electronic version of your GAN. The Department also may notify you informally.

If your application is not evaluated or not selected for funding, the Department notifies you.

Administrative and National Policy Requirements

The Department identifies administrative and national policy requirements in the application package and reference these and other requirements in the *Applicable Regulations* section of this notice.

The Department references the regulations outlining the terms and conditions of an award in the *Applicable Regulations* section of this notice and include these and other specific conditions in the GAN. The GAN also incorporates your approved application as part of your binding commitments under the grant.

Open Licensing Requirements

Unless an exception applies, if you are awarded a grant under this competition, you will be required to openly license to the public grant deliverables created in whole, or in part, with Department grant funds. When the deliverable consists of modifications to pre-existing works, the license extends only to those modifications that can be separately identified and only to the extent that open licensing is permitted under the terms of any licenses or other legal restrictions on the use of pre-existing works. Additionally, a grantee or subgrantee that is awarded competitive grant funds must have a plan to disseminate these public grant deliverables. This dissemination plan can be developed and submitted after your application has been reviewed and selected for funding. For additional information on the open licensing requirements please refer here.

Reporting

If you apply for a grant under this competition, you must ensure that you have in place the necessary processes and systems to comply with the reporting requirements should you receive funding under the competition. This does not apply if you have an exception.

At the end of your project period, you must submit a final performance report, including financial information, as directed by the Secretary. If you receive a multiyear award, you must submit an annual performance report that provides the most current performance and financial expenditure information as directed by the Secretary. The Secretary may provide a grantee with additional funding for data collection analysis and reporting. In this case, the Secretary establishes a data collection period.

Step 5 Review the post award requirements: Performance Measures and Continuation Awards

Performance Measures

If funded under this competition, each grantee will be required to provide data on the performance measures listed below, in annual and final performance reports. These measures constitute the Department's indicators of success for this program. The performance measures for this program are:

- ❏ The number and percentage of the annual measurable objectives, as described in the application, that the grantees meet; and

- ❏ The number of, and percentage increase in, community collaborative efforts that promote college and career readiness of Indian children.

Continuation Awards

In making a continuation award, the Secretary considers, among other things:

- ❏ whether a grantee has made substantial progress in achieving the goals and objectives of the project;

- ❏ whether the grantee has expended funds in a manner that is consistent with its approved application and budget;

- ❏ and whether the grantee has made substantial progress in achieving the performance targets in the grantee's approved application.
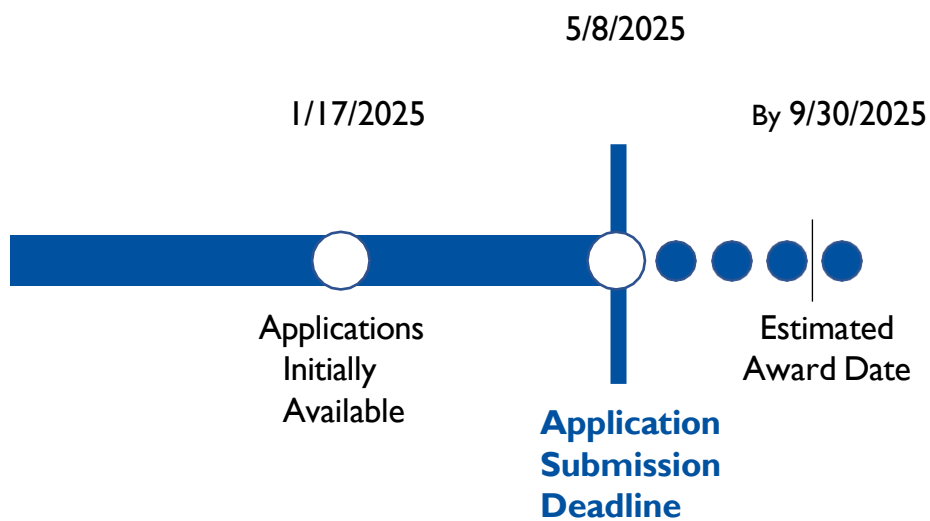
In making a continuation award, the Secretary also considers whether the grantee is operating in compliance with the assurances in its approved application, including those applicable to Federal civil rights laws that prohibit discrimination in programs or activities receiving Federal financial assistance from the Department.

Also, in making continuation awards for years four and five, the Department will consider whether the grantee is achieving the intended goals and outcomes of the grant and shows substantial improvement against baseline data on performance indicators and performance measures.

Timing and Deadlines

Application Timeline

5/8/2025

1/17/2025

By 9/30/2025

Applications
Initially
Available

**Application
Submission
Deadline**

Estimated
Award Date

ℹ️ **Remember to submit your application early!**

Contacts for Questions

For Further Information Contact:
Donna Bussell, U.S. Department of Education,
400 Maryland Avenue SW,
Washington, DC 20202.
Telephone: (202) 987–0204. Email: donna.bussell@ed.gov

If you are deaf, hard of hearing, or have a speech disability and wish to access telecommunications relay services, please dial 7–1–1.

Technical Assistance Workshops for Prospective Applicants
The Department will hold a pre-application webinar series. Detailed information regarding pre-application webinar(s) will be provided on the OIE website.

OFFICE *of* INDIAN EDUCATION
UNITED STATES DEPARTMENT OF EDUCATION
WASHINGTON, D.C. 20202

Subject: Improving Efficiency and Compliance with General Education Provision Act (GEPA)

Sec. 1. **Purpose.** Pursuant to Executive Order (EO) 14192 (90 FR 9065) complicated Federal regulation is often difficult for the average person to understand, as it requires synthesizing collective meaning across memoranda, administrative orders, guidance documents, and policy statements. Additionally, the EO instructs the executive branch to alleviate unnecessary regulatory burdens placed on the American people.

Sec. 2. **Authority.**

This Memorandum is issued under the authority of Section 215 of the Department of Education Organization Act of 1979 (20 U.S.C. §3423c), as amended.

Sec. 3. **Statement of Policy.**

In order to comply with EO 14192, it is now the policy of the Office of Indian Education (OIE) to improve efficient compliance with Section 427 of the General Education Provision Act (20 U.S.C. 1228a) (GEPA) and provide all non-federal entities applying for federal assistance with template language to sufficiently address GEPA requirements:

> *Pursuant to Section 427 of the General Education Provisions Act (GEPA), this federally funded project will ensure access to and participation in activities that address the unique cultural, language, and educational needs of Indian students, teachers, and other program beneficiaries as defined in the Elementary and Secondary Education Act (ESEA) as amended.*

Signed:

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