Technical Assistance and Dissemination to Improve Services and Results for Children with Disabilities
National Center for Systemic Improvement (CFDA 84.326R)

FY 2024 Applicant Orientation

U.S. Department of Education

Office of Special Education Programs

- Slides are for guidance only and information has been summarized due to logistics of the webinar.

- Please read the entire Notice Inviting Applications (NIA).

- Please review the recorded webinar titled "Applying for Office of Special Education Programs Discretionary Grants" for additional information related to submitting an application.

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IDEAs that Work

- Award Information

- Selection Criteria

- Key Terms

- Purpose of the OSEP TA&D Program

- Absolute Priority & Purpose

- Application Requirements

- General Requirements

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Award Information

Section 1

- State Educational Agencies;

- Local Educational Agencies;

- Institutions of Higher Education;

- Other public agencies;

- Private nonprofit organizations;

- Freely associated States and outlying areas;

- Indian Tribes or Tribal organizations; and

- For-profit organizations.

Maximum Award: Not to exceed $6,250,000 per year.

Estimated Number of Awards: **1**

Project Period: ***Up to 60 months***

Applicants must provide a budget for **all 5 years (60 months)**

▶ Notice Inviting Applications (NIA) published in the Federal Register – **March 21, 2024.**

▶ Applications due no later than 11:59:59 p.m. Eastern Time on **May 20, 2024.**

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- A page is 8.5 x 11 (on one side only) with 1" margins.

- Double space all text in the application narrative including titles, headings, footnotes, quotations, reference citations, and captions, as well as all text in charts, tables, figures, graphs and screen shots.

- Use a font that is 12 point or larger. Times New Roman, Courier, Courier New or Arial is recommended.

- We recommend that you limit the **application narrative** to no more than 70 pages.

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"**Universal, general technical assistance**" means **TA and information provided to independent users** through their own initiative, resulting in **minimal interaction with TA center staff** and including one-time, invited or offered **conference presentations** by TA center staff. This category of TA also includes information or products, such as newsletters, guidebooks, or research syntheses, **downloaded from the TA center's website** by independent users. **Brief communications** by TA center staff with recipients, either by telephone or email, are also considered universal, general TA.

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"<u>Targeted, specialized TA</u>" means TA services based on needs common to **multiple recipients and not extensively individualized.** A **relationship** is established between the TA recipient and one or more TA center staff. This category of TA includes **one-time, labor-intensive events,** such as facilitating strategic planning or hosting regional or national conferences. It can also include **episodic, less labor-intensive events** that extend over a period of time, such as facilitating a series of conference calls on single or multiple topics that are designed around the needs of the recipients. Facilitating **communities of practice** can also be considered targeted, specialized TA.

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"**Intensive, sustained TA**" means TA services often provided on-site and requiring a stable, ongoing relationship between the TA center staff and the TA recipient. "TA services" are defined as **negotiated series of activities designed to reach a valued outcome**. This category of TA should result in **changes to policy, program, practice, or operations** that support **increased recipient capacity or improved outcomes** at one or more systems levels.

A "**third-party" evaluator** is an **independent** and **impartial** program evaluator who is **contracted** by the grantee to conduct an **objective evaluation** of the project. This evaluator must not have participated in the development or implementation of any project activities, except for the evaluation activities, **nor have any financial interest** in the outcome of the evaluation.

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Priority to Fund a Cooperative Agreement

Section 2

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Promote academic achievement and improve results for children with disabilities:

(1) providing TA;

(2) supporting model demonstration projects;

(3) disseminating useful information; and

(4) implementing activities that are supported by scientifically based research.

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To fund one absolute priority:

National Center For Systemic Improvement – **1 successful application**

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▶ This project will provide sustained TA to SEAs to support them to effectively implement IDEA, build the capacity of State directors and State-level staff to meet the requirements of IDEA and build statewide systems to advance educational equity, mitigate SEA turnover, and improve academic and functional outcomes for children and youth with disabilities.

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1. Increased capacity of SEAs to support LEAs and schools in selecting and implementing evidence-based[5] practices (EBPs) and high-leverage practices (HLPs)[6] within frameworks supported by evidence that drive effective learning experiences, instruction, interventions, and services and supports to improve educational results and functional outcomes for CWD;

2. Increased capacity of SEAs to use data to evaluate, analyze, refine, strengthen, and if applicable, redesign their general supervision systems to ensure all components are reasonably designed and inform continuous improvement efforts;

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3. Increased capacity of SEAs to implement their general supervision systems to support LEAs and schools to effectively implement IDEA and deliver equitable and effective IDEA services;

4. Increased capacity of SEAs to use data to engage in continuous improvement that builds more equitable, effective, and sustainable State systems to improve educational results and functional outcomes for children and youth with disabilities and their families; and

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5.   Increased capacity of SEAs to meaningfully engage diverse State and local administrators, educators, community members, and families, including those historically marginalized by the education system in decision making processes.

Project Application Requirements

Section 3

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▶ Significance   10 points

▶ Quality of Project Services   35 points

▶ Quality of the Project Evaluation   20 points

▶ Adequacy of Resources and
  Quality of Project Personnel   15 points

▶ Quality of the Management Plan   20 points

_____

                                                          100 points

▶ The extent to which **specific gaps** or **weaknesses** in **services, infrastructure, or opportunities** have been identified and will be addressed by the proposed project, including the nature and magnitude of those gaps or weaknesses; and

▶ The **importance** or **magnitude of the results or outcomes** likely to be attained by the proposed project.

Demonstrate how the project will -

► **Ensure equal access and treatment for eligible project participants who are members of groups that have traditionally been underrepresented** based on race, color, national origin, gender, age, or disability;

► **Achieve its goals, objectives and intended outcomes** by providing measurable intended outcomes and a logic model;

► **Use a conceptual framework** to develop project plans and activities;

► **Ensure services** are **based on current research and make use of EBPs**;

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Demonstrate how the project will -

▶ **Develop products and provide services that are of high quality and sufficient intensity and duration to achieve the intended outcomes** of this proposed project; including how the proposed project intends to -

i. **Identify and develop products;**

ii. **Approach to universal** or general TA

iii. **Approach to targeted**, specialized TA

iv. **Approach to Intensive,** sustained TA

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Demonstrate how the project will -

▶ Develop products and implement services that **maximize efficiency;**

▶ **Develop a dissemination plan** and describe how the applicant will systematically distribute information, products, and services to promote awareness and use of Center's products and services -

- to varied intended audiences
- Using a variety of dissemination strategies

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Demonstrate how the project will -

▶ Articulate **formative and summative evaluation questions;**

▶ Describe **how progress in and fidelity to implementation and project outcomes** will be measured;

▶ Describe **strategies for collecting and analyzing data;**

▶ Provide a **timeline for conducting the evaluation** and **assignments** for completing the plan;

▶ Dedicate **sufficient funds in each budget year** to cover the costs associated with implementation of the evaluation plan

Demonstrate in the narrative section that the proposed project will -

▶ **Encourage employment of traditionally underrepresented personnel;**

▶ Engage key personnel, consultants, & subcontractors that have the **qualification and experience needed;**

▶ **Have adequate resources** to carry out proposed activities; and

▶ Incur **costs are reasonable** in relation to the anticipated results and benefits.

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Demonstrate in the narrative section how the proposed management plan will -

▶ Ensure the project's **intended outcomes are achieved on time and within budget**;

▶ **Allocate key project personnel and any consultant and subcontractors** to achieve intended outcomes;

▶ Ensure products and services are of **high quality**, **relevant**, **and useful** to recipients;

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Quality of Management Plan

Demonstrate how the project will-

▶ Benefit from a **diversity of perspectives**;

▶ **Maintain a high-quality website** with an easy-to navigate design to meets government and industry standards;

▶ Ensure **annual project progress in meeting project goals is posted** on the project website;

▶ **Assist OSEP with the transfer of pertinent resource and products;** and

▶ **Maintain continuity of services to during transition** to a new award at the end of the award period as appropriate.

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Address requirements that include -

▶ In Appendix A, a **personnel-loading charts and timelines** to illustrate the management plan described in the narrative;

▶ In the budget, sufficient funding to support –

- **attendance at meetings** sponsored by the Department as specified in the Notice;

- Five-percent **annual set-aside** to address emerging issues consistent with the project;

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▶ A **one-day intensive 3+2 review** meeting in Washington, DC

Submission Information

Application Submission

Submission Tips

Ineligible Applications

Application Tips

▶ Applications must be **submitted electronically using Grants.gov**.

▶ Applications may <u>NOT</u> be submitted via email.

▶ Applications must be submitted no later than 11:59:59 p.m., Eastern Time, on **<u>May 20, 2024</u>**.

▶ Application narrative sections and all other attachments to the application must be **uploaded as a PDF read-only, non-modifiable format (preferred) or Microsoft Word file**.

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▶ **Register early.** Grants.gov may take five or more business days to complete. Be sure that your registration with the System for Award Management (SAM) is current.

▶ **Submit early.** Don't 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.

▶ **Verify submission is ok**. Verify that Grants.gov received your submission on time and that it was validated successfully.

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Application Tips

▶ Maximum funding level is noted in the Notice.

▶ Recommended organization, page limits, spacing, and font sizes facilitate the application review process.

▶ Read-only, non-modifiable PDF files facilitate the consolidating of application elements and review process.

▶ Read carefully "Grants.gov Submission Procedures and Tips for Applicants" found in section B of the application package.

▶ Ask. If you have questions, contact Perry Williams to clarify.

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▶ Duplicate applications

▶ Applications received after deadline

▶ Applications not addressing the published priority

▶ Application not from an eligible applicant

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Grants.gov Support Desk

Email at: support@grants.gov

1-800-518-4726

Grants.gov training:

https://grants-portal.psc.gov/Welcome.aspx?pt=Grants

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