National Center on Historically Black Colleges and Universities, Tribally Controlled Colleges and Universities, and Other Minority Serving Institutions to Diversify the Workforce Serving Children with Disabilities

(Assistance Listing Number 84.325B)

Pre-Application Orientation Meeting

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Office of Special Education and Rehabilitative Services

Note Regarding Webinar

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

▶ Please read the entire notice inviting applications, instructions, and all other references or related statutes, regulations, instructions, etc.

▶ 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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Application Timelines

- NIA published in the Federal Register March 19, 2024.

- Applications due no later than **11:59:59 p.m.** Eastern Time on **May 15, 2024.**

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Application Package

▶ Dear Applicant Letter

▶ Notice Inviting Applications

- Federal Register Notice

- Grants.gov System Submission Procedures and Tips for Applicants

▶ Priority Description and Selection Criteria

▶ General Information

▶ Required Forms

Program Information

Purpose

Eligible Applicants

Number of Awards

Funding Levels

Project Period

1) help address State-identified needs for personnel preparation in special education, early intervention, related services, and regular education to work with children, including infants, toddlers, and youth with disabilities; and

2) ensure that personnel have the necessary skills and knowledge to be successful in serving children with disabilities

Purpose of the Priority

▶The purpose of this priority is to fund a cooperative agreement to establish and operate a **National Technical Assistance Center to Diversify the Workforce Serving Children with Disabilities (Center) by supporting HBCUs, TCCUs, and other MSIs** that offer high-quality degree or certification programs in early intervention, early childhood special education, special education, or related services.

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Award Information

- Awards are for a maximum of $1,500,000 per year for 5 years.
- This program uses an unrestricted indirect cost rate.
- This program does not include any program-specific limitation on administrative expenses.

$7,500,000
1 award expected

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Eligible Applicants

▶ Historically Black Colleges and Universities

▶ Tribally Controlled Colleges and Universities,

▶ Minority Serving Institutions

▶ private nonprofit organizations that have legal authority to enter into grants and cooperative agreements with the federal government on behalf of an HBCU

▶ Refer to the FY2023 Eligibility Matrix to determine eligibility **Request for Designation as an Eligible Institution and Waiver of the Non-Federal Cost Share Requirement**

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Competition Information

Expected Project Outcomes and Activities

Application Narrative and Selection Criteria

Project Assurances

General Requirements

▶ (a) Improve the capacity of HBCUs, TCCUs, and MSIs to improve or develop high-quality degree programs that integrate effective, equitable, evidence-based, and culturally and linguistically responsive instruction, interventions, and services in inclusive settings to prepare early intervention, early childhood special education, special education, and related services personnel with the competencies necessary to provide services to children with disabilities, including those who are multilingual and those from racially and ethnically diverse backgrounds;

▶ (b) Increase the numbers of HBCUs, TCCUs, and other MSIs that are aware of, apply for, and successfully receive and implement Federal grants to prepare early intervention, early childhood special education, special education, and related services personnel to serve children with disabilities, including those who are multilingual and from racially and ethnically diverse backgrounds; and

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▶ (c) Increase collaboration, networking, and mentorship among faculty at HBCUs, TCCUs, and other MSIs to increase their capacity to improve or develop high-quality degree programs and receive and implement Federal grants to prepare early intervention, special education, and related services personnel to serve children with disabilities, including those who are multilingual and from racially and ethnically diverse backgrounds.

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Application Requirements

▶ Significance

▶ Quality of Project Services

▶ Quality of the Project Evaluation

▶ Adequacy of Resources and Quality of Project Personnel

▶ Quality of the Management Plan

Demonstrate how the proposed project will…

▶ (1) Describe how the proposed project will address current and emerging needs to increase the number of high-quality preservice preparation programs at HBCUs, TCCUs, and other MSIs that prepare early intervention, early childhood special education, special education, and related services personnel to ensure that the special education and early intervention workforce is prepared to serve children with disabilities, including those who are multilingual and from racially and ethnically diverse backgrounds;

▶ (2) Demonstrate knowledge about the current capacity of faculty in HBCUs, TCCUs, and other MSIs to apply for, evaluate, and manage Federal personnel preparation discretionary grant projects to prepare scholars in early intervention, special education, and related services; and

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Demonstrate how the proposed project will…

▶ (3)   Present applicable data and demonstrate knowledge of the current research on the need for early intervention, early childhood special education, special education, and related services preservice programs of study at HBCUs, TCCUs, and other MSIs to prepare personnel to deliver equitable interventions and services for children with disabilities, including those who are multilingual and from racially and ethnically diverse backgrounds.

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Quality of Project Services: Application Requirements

Demonstrate how the proposed project will…

▶ (1) Ensure equal access and treatment for members of groups that have traditionally been underrepresented

▶ (2) Achieve its goals, objectives, and intended outcomes.

▶ (3) Use a conceptual framework (and provide a copy in Appendix A) to develop project plans and activities

▶ (4) Be based on current research and make use of evidence-based practices

Demonstrate how the proposed project will…

▶ 5) Develop products and provide services that are of high quality and sufficient intensity and duration to achieve the intended outcomes of the proposed project that includes

• developing the knowledge base on improving and developing high-quality programs to include effective and equitable, evidence-based, culturally, and linguistically responsive instruction, interventions, and services;

• building the capacity of faculty to access Federal grant funding.

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Demonstrate how the proposed project will approach providing Technical Assistance including…

- ▶ Universal, general TA

- ▶ Targeted, specialized TA

- ▶ Intensive, sustained TA

Demonstrate how the proposed project will approach providing TA including…

▶ TA to grants funded under "Preservice Development Grants at Historically Black Colleges and Universities, Tribally Controlled Colleges and Universities, and Other Minority Serving Institutions to Diversify Personnel Serving Children with Disabilities (ALN 84.325X)" and "Personnel Preparation of Special Education, Early Intervention, and Related Services Personnel at Historically Black Colleges and Universities, Tribally Controlled Colleges and Universities, and Other Minority Serving Institutions (ALN 84.325M)";

The evaluation plan must describe …
▶ measures of progress in implementation, including the criteria for determining the extent to which the project's products and services have met the goals for reaching its target population;

▶ measures of intended outcomes or results of the project's activities in order to evaluate those activities; and

▶ how well the goals or objectives of the proposed project, **as described in its logic model**, have been met.

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The evaluation plan must describe …

▶ measures of progress in implementation, including the criteria for determining the extent to which the project's products and services have met the goals for reaching its target population;

▶ measures of intended outcomes or results of the project's activities in order to evaluate those activities; and

▶ how well the goals or objectives of the proposed project, **as described in its logic model**, have been met.

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Appendix A:

- **Logic Model** by which the proposed project will achieve it's intended outcomes

- **Conceptual Framework** underlying the proposed research or demonstration activities and the quality of that framework;

▶ Please refer here to learn more about developing the Logic Model and Conceptual Framework: TA&D Project Logic Model and Conceptual Framework | OSEP Ideas That Work

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Demonstrate how the proposed project will ensure…..

▶ applications for employment from persons who are traditionally been underrepresented

▶ key personnel have the qualifications and experience to carry out the project and can manage the project in a way to achieve objectives

▶ the time commitments of key personnel are adequate to meet objectives

▶ the proposed project will have processes, resources, and funds in place to provide equitable access for project staff, contractors, and partners, who require digital accessibility accommodations; and

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

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Demonstrate how the proposed management plan will ensure that…
▶ the project's intended outcomes will be achieved on time and within budget;

▶ key project personnel, consultants and subcontractors will be allocated to achieve the project's intended outcomes;

▶ the products and services provided are of high quality, relevant, and useful to recipients; and

▶ The proposed project will benefit from a diversity of perspectives,

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Selection Criteria

▶ Significance of the Project 　　　　　　　10 points

▶ Quality of Project Services 　　　　　　　35 points

▶ Quality of the Project Evaluation 　　　　20 points

▶ Adequacy of Resources & Quality of Project Personnel 　　15 points

▶ Quality of the Management Plan 　　　　20 points

▶ **TOTAL** 　　　　　　　　　　　　**100 POINTS**

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General Requirements & Assurances

▶ Make positive efforts to employ and advance in employment qualified individuals with disabilities

▶ Involve individuals with disabilities, or parents of individuals with disabilities ages birth through 26, in planning, implementing, and evaluating the project

▶ Maintain high-quality website

▶ Budget for attendance at in-person kick-off meeting, Project Director's meetings, and additional Department briefings or conferences

▶ Budget for a 5% set-aside as described in the NIA

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▶ Engage doctoral students or post-doctoral fellows, including those who are multilingual and racially, ethnically, and culturally diverse, in the project to increase the number of future leaders in the field who are knowledgeable about digital accessibility and related technologies in educational and early-learning contexts;

▶ Include, in Appendix A, an assurance to assist OSEP with the transfer of pertinent resources and products during the transition to a new award at the end of this award period, as appropriate.

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Subgrants and contracts

▶ Under 34 CFR 75.708(b) and (c), a grantee under this competition may award subgrants--to directly carry out project activities described in its application--to the following types of entities:

- IHEs,

- nonprofit organizations suitable to carry out the activities proposed in the application, and

- public agencies.

The grantee may award subgrants to entities it has identified in an approved application or that it selects through a competition under procedures established by the grantee, consistent with 34 CFR 75.708(b)(2).

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Submission Information

Application Submission

Submission Tips

Ineligible Applications

Application Tips

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Application Submission

▶ Applications must be submitted electronically using Grants.gov.

▶ Applications may not be submitted via email.

▶ Applications must be submitted **no later than 11:59:59 p.m., Eastern Time, on May 15, 2024**

▶ Application narrative sections and all other attachments to the application must be uploaded as a PDF (preferred) or Microsoft Word file.

▶ Format narratives and attachments with accessibility in mind.

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Submission Tips

▶ **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 levels for each grant are noted in the notice.

- **<u>Recommended</u>** organization, page limits, spacing, and font sizes facilitate the application review process.

- 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.

- More about document accessibility at <u>OSEP Ideas That Work: Resources for Grantees: 508 Accessibility</u>.

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Ineligible Applications

▶ Duplicate applications

▶ Applications received after deadline **May15, 2024**, at **11:59:59 p.m., Eastern Time**.

▶ Applications not addressing the published priority.

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Personnel Development to Improve Services and Results for Children with Disabilities (CFDA 84.325) | OSEP Ideas That Work

Pre-Award Training: Writing Competitive Grant Applications

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IDEAs
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