

Preservice Improvement
Enhancement Grants to Support
Related Service Providers to
Effectively Serve Children with
Disabilities and Their
Families (Assistance Listing Number
84.325S)

Pre-Application Orientation Meeting

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.

Application Timelines

- NIA published in the Federal Register February 21, 2024.
- Applications due no later than 11:59:59 p.m. Eastern Time on **May 1, 2024.**

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

- ▶ **Preservice Improvement Enhancement Grants to Support Related Service Providers to Effectively Serve Children with Disabilities and Their Families**

- ▶ **Purpose:**

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

- ▶ **Preservice Improvement Enhancement Grants to Support Related Service Providers to Effectively Serve Children with Disabilities and Their Families**
- ▶ **Purpose:**
 - 2) ensure that personnel have the necessary skills and knowledge to be successful in serving children with disabilities

Preservice Improvement Enhancement Grants to Support Related Service Providers to Effectively Serve Children with Disabilities and Their Families

- ▶ The purpose of this priority is to fund institutions of higher education with related services degree programs to expand or enhance curriculums, courses of study, and clinical experiences to increase the competencies of related services personnel to serve children with disabilities and their families in early intervention, early childhood and educational settings

- ▶ Institutions of Higher Education
- ▶ private nonprofit organizations that have legal authority to enter into grants and cooperative agreements with the federal government on behalf of an institution of higher education
- ▶ Applicants with an active 84.325K, 84.325M or 84.325R grant in the discipline degree program being proposed for enhancement are **not** eligible to apply. Refer to the eligibility note in the application for additional information.

Award Information

- Awards are for a maximum of \$450,000 for 36 months.
- This program uses an unrestricted indirect cost rate.
- This program does not include any program-specific limitation on administrative expenses.

\$450,000
13 award(s)
expected

Competition Information

Expected Project Outcomes and Activities

Application Narrative and Selection Criteria

Project Assurances

General Requirements

Expected Project Outcomes

- a) Increased number of related services personnel with competencies to serve children with disabilities and their families
- b) Increased number of IHE personnel preparation programs with sufficient course and clinical work in early intervention, early childhood and school settings and working with families
- c) Increased capacity of faculty to design and deliver enhanced programs of study

Narrative & Selection Criteria

- ▶ Significance
- ▶ Quality of Project Services
- ▶ Quality of the Project Evaluation
- ▶ Adequacy of Resources and Quality of Project Personnel
- ▶ Quality of the Management Plan

Significance: NIA Narrative

Demonstrate how the proposed project will...

- ▶ Address the need in the field to increase the number of personnel in the proposed degree area--including those who are multilingual and from racially and ethnically diverse backgrounds

Significance: Selection Criteria (10 points)

- ▶ In determining the significance of the proposed project, the Secretary considers the following factors:
 - the extent to which the proposed project will prepare personnel
 - The importance or magnitude of the results or outcomes likely to be attained by the proposed project.

Quality of Project Services: NIA Narrative

Demonstrate how the proposed project will...

- ▶ Enhance or redesign a current related services personnel preparation degree program to achieve the intended outcomes of the proposed project.

Quality of Project Services: Selection Criteria (45 points)

- ▶ In determining the quality of the proposed project evaluation, the Secretary considers the following factors:
 - The goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable;
 - The services to be provided by the proposed project reflect up-to-date knowledge, research and effective practice; and

Quality of Project Services: Selection Criteria, CONT. (45 points)

- ▶ In determining the quality of the proposed project evaluation, the Secretary considers the following factors:
 - The training or professional development services to be provided by the proposed project are of sufficient quality, intensity, and duration to lead to improvements in practice among the recipients of those services.

Demonstrate how the proposed project will.....

- ▶ Ensure the Project Director and key personnel have the qualifications and experience to carry out the project and can manage the project in a way to achieve objectives
- ▶ Ensure the time commitments of the Project Director and other key personnel are adequate to meet objectives
- ▶ The proposed project will meet its objectives

Quality of Project Personnel and Quality of the Management Plan (20 points)

In determining the quality of the management plan for the proposed project, the Secretary considers the following factors:

- The qualifications of key project personnel
- The adequacy of the management plan to achieve the objectives of the proposed project on time and within budget
- Appropriate time commitments of the Project Director and Co-PI to meet project objectives

Adequacy of Resources: NIA Narrative

Demonstrate how ...

- ▶ The applicant and any key partners have adequate resources to carry out the proposed activities; and
- ▶ The budget is adequate for meeting the project objectives.

The Secretary considers the following factors...

- ▶ The adequacy of support, including facilities, equipment, supplies, and other resources, from the applicant organization or the lead applicant organization; and
- ▶ The extent to which the costs are reasonable in relation to the objectives, design, and potential significance of the proposed project

Quality of the Project Evaluation: NIA Narrative

The evaluation plan must describe how the proposed project will evaluate how ...

- ▶ the goals or objectives of the proposed project will be met based on measurable project outcomes

Quality of the Project Evaluation: Selection Criteria (15 points)

In determining the quality of the proposed project evaluation, the Secretary considers the following factors:

- The extent to which the methods of evaluation are thorough, feasible, and appropriate to the goals, objectives, and outcomes of the proposed project; and
- The extent to which the methods of evaluation will provide performance feedback

Quality of the Project Evaluation: Appendices

Appendix A:

- Charts, tables, figures, graphs, screen shots and visuals that provide information directly relating to the application requirements for the narrative.
- Supplementary information should not be included

Selection Criteria

- ▶ Significance of the Project 10 points
- ▶ Quality of Project Services 45 points
- ▶ Quality of Project Personnel and Quality of the Management Plan 20 points
- ▶ Adequacy of Resources 10 points
- ▶ Quality of the Project Evaluation 15 points

Competitive Preference Priority

- ▶ Applications from HBCUs, TCCUs, and other MSIs, and private nonprofit organizations that have legal authority to enter into grants and cooperative agreements with the Federal government on behalf of an HBUC, TCCU, and other MSI
- ▶ 0 or 3 points
- ▶ 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

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 a 3-day Project Director's conference in Washington, DC each year

General Requirements & Assurances, cont'd

- ▶ Provide an assurance that the project will submit the enhanced curriculum and syllabi for courses that are included in the related services personnel preparation program.

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).

Submission Information

Application Submission

Submission Tips

Ineligible Applications

Application Tips

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 1, 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.

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.

Application Tips

- ▶ Maximum funding levels for each grant are noted in the notice.
- ▶ Recommended 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 [OSEP Ideas That Work: Resources for Grantees: 508 Accessibility.](#)

Ineligible Applications

- ▶ Duplicate applications
- ▶ Applications received after deadline **May 1, 2024**, at **11:59:59 p.m., Eastern Time.**
- ▶ Applications not addressing the published priority.

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Thank you for your interest and attention.



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U.S. DEPARTMENT OF EDUCATION

