

PREPARATION OF SPECIAL
EDUCATION, EARLY INTERVENTION,
AND RELATED SERVICES LEADERSHIP
PERSONNEL
(ASSISTANCE LISTING NUMBER
84.325D)

APPLICANT ORIENTATION

- ▶ 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.

Application Timelines



- ▶ NIA published in the Federal Register April 8, 2021.
- ▶ Applications due no later than 11:59:59 p.m. Eastern Time on June 7, 2021.



Application Package Contents



- ▶ 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

- ▶ Purpose of the Personnel Development Preparation program are to (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 and toddlers, with disabilities; and (2) ensure that those personnel have the necessary skills and knowledge, derived from practices that have been determined through scientifically based research and experience, to be successful in serving those children.

84.325D Absolute Priorities

- ▶ Absolute Priority 1-- Preparation of Special Education, Early Intervention, and Related Services Faculty
- ▶ Absolute Priority 2--Preparation of Special Education and Early Intervention Administrators
- ▶ Two Competitive Preference Priorities within Absolute Priorities 1 and 2.
- ▶ Both support existing doctoral programs
- ▶ The doctoral program must culminate in a doctoral degree and may include a Doctor of Education (Ed.D.) degree
- ▶ Applicants may apply under both absolute priorities but must submit separate applications.

Purpose of 84.325D Absolute Priority 1

- ▶ The purpose of this priority is to support existing doctoral degree programs that prepare special education, early intervention, and related services personnel who are well-qualified for, and can act effectively in, leadership positions as researchers and preparers of special education, early intervention, and related services personnel in institutions of higher education (IHEs).
 - Prepares scholars that can serve in leadership positions in IHEs.
 - Clinical doctoral degrees in related services are eligible to apply for funding under 84.325K.

Purpose of 84.325D Absolute Priority 2

- ▶ The purpose of this priority is to support existing doctoral degree programs that prepare special education or early intervention personnel who are well-qualified for, and can act effectively in, leadership positions in State educational agencies (SEAs), lead agencies (LAs), local educational agencies (LEAs), early intervention services programs (EIS programs), or schools.
 - The program prepares special education or early intervention administrators (e.g., SEA special education administrators, LEA special education directors, preschool coordinators, or early intervention coordinators).
 - The preparation of school principals is not included under this priority.

- ▶ Competitive Preference Priority 1: Partnership consisting of two or three IHEs in a high-need area of leadership shortages.
 - Describe the high-need area
 - Opportunities provided to scholars through the partnership activities
 - Address how policies, procedures, standards, and fiscal management of the partnership will be established
- ▶ Competitive Preference Priority 2: An applicant that has not had an active grant in the last five years.

- ▶ IHEs and private nonprofit organizations.
- ▶ Up to 19 awards for individual IHEs.
 - Under Absolute Priority 1: 13 high-quality individual IHE applications meeting the requirements
 - Under Absolute Priority 2: 6 high-quality individual IHE applications meeting the requirements
 - Note: Total number of awards may change depending on the number of group application awards under each absolute priority.

- ▶ For a single budget period of 12 months, we will not make an award exceeding:
 - Individual IHE- \$250,000
 - Two-IHE partnership application - \$500,000
 - Three-IHE partnership application- \$750,000

- ▶ Project period is up to 60 months

Competition Information

Application Narrative and Selection Criteria

Project Assurances

General Requirements

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

- ▶ Data demonstrating the need for the special education or early intervention leadership personnel
- ▶ Data demonstrating the success of the doctoral program to date
- ▶ Scholar competencies to be acquired
- ▶ Conceptual framework

Quality of Project Services

- ▶ Recruitment strategies to attract high-quality scholars, including those from traditionally underrepresented groups
- ▶ Project design to promote the acquisition of the competencies needed by leadership personnel
- ▶ Improve child outcomes in a variety of educational or early childhood and early intervention settings
- ▶ Mentoring
- ▶ Promote scholars' knowledge of strategies and approaches in attracting, preparing, and retaining future educators

Quality of the Project Evaluation

- ▶ Evaluate how well the goals or objectives of the proposed leadership project have been met
- ▶ Project and scholar outcomes
- ▶ Describe evaluation methodologies
- ▶ Use of data to improve the program on an ongoing basis
- ▶ Reporting evaluation results

- ▶ Qualifications of key project personnel and their time commitments
- ▶ Adequacy of the management plan
- ▶ Adequacy of support and resources from the applicant organization
- ▶ Adequacy of budget

- ▶ Significance (10 points)
- ▶ Quality of the Project Services (45 points)
- ▶ Quality of the Project Evaluation (25 points)
- ▶ Quality of the Management Plan and Adequacy of Resources (20 points)

Required Project Assurances

- ▶ Project syllabi in Appendix B
- ▶ Scholars will be recruited and enrolled into the program within the first 12 months
- ▶ Ensure that efforts to recruit a diverse range of scholars, including diversity of race, ethnicity, or national origin, are consistent with applicable law
- ▶ Service obligation and disbursing scholarships
- ▶ Meet the statutory requirements in section 662(e) through (h) of IDEA

- ▶ 65 percent of the total budget will be used for scholar support
- ▶ Ensure that a revised project budget will be submitted should the project not be able to recruit and enroll the proposed number of scholars that can graduate from the program by the end of the project period;
- ▶ Budget for attendance at Project Director's meeting

Required Project Assurances Continued



- ▶ Participation in cross-project collaboration, advanced trainings, and cross-site learning opportunities
- ▶ Accessible websites
- ▶ Posting project progress
- ▶ Reporting scholar accomplishments
- ▶ Annual data reporting on scholars



- ▶ Recipients of funding under this competition must make positive efforts to employ and advance in employment qualified individuals with disabilities (see section 606 of IDEA).
- ▶ Each applicant for, and recipient of, funding under this program must involve individuals with disabilities, or parents of individuals with disabilities ages birth through 26, in planning, implementing, and evaluating the project (see section 682(a)(1)(A) of IDEA).
- ▶ Applicant must describe steps to ensure equitable access to, and participation in, its program for students, teachers, and other program beneficiaries with special needs. (See Section 427, GEPA)

Submission Information

Application Submission

Submission Tips

Ineligible Applications

Application Tips

- ▶ 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 June 7, 2021.
- ▶ 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.

- ▶ 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.

- ▶ Maximum funding levels for each grant are 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.

Ineligible Applications

- ▶ Duplicate applications
- ▶ Applications received after deadline (June 7, 2021, at 11:59:59 p.m., Eastern Time).
- ▶ Applications not addressing the published priority.

A large, faint, circular seal of the U.S. Department of Education is centered in the background. It contains the text "DEPARTMENT OF EDUCATION" at the top and "UNITED STATES OF AMERICA" at the bottom, with a central emblem featuring a torch and an open book.

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OFFICE OF SPECIAL EDUCATION PROGRAMS
OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES
U.S. DEPARTMENT OF EDUCATION