

REMINDERS



COMPREHENSIVE CENTERS

HOUSEKEEPING

- Please submit all WebEx technical inquiries using the Chat function to Host only.
 - You may also contact ComprehensiveCenters@longevityconsulting.com for additional technical assistance.
- If you are not hearing any sound, try the following:
 - Make sure you are connected to the audio conference. When connected, a phone or headset icon should appear next to your name in the Participants panel.
 - Use the Audio and Video Connection or Computer Audio Settings under the Audio menu, to make sure you have selected the right speaker to use for audio.
 - If connected using your computer, try increasing the volume on your speakers or headset.
 - Make sure the host or presenter is speaking. When they are talking, you should see blue waves coming from their phone or microphone icon.
 - Make sure your speakers or headset are connected properly. Try leaving the meeting and/or restarting your computer, then rejoin.





2019 COMPREHENSIVE CENTER GRANT COMPETITION

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April 11, 2019

OVERVIEW

- Program Information
- Competition Overview
- Application Requirements
- Reporting and Accountability
- Submission Procedures
- Q&A



Program Overview



COMPREHENSIVE CENTERS

PROGRAM PURPOSE

The program supports not less than 20 Comprehensive Centers to provide capacity-building services to State educational agencies (SEAs), regional educational agencies (REAs), local educational agencies (LEAs), and schools that improve educational outcomes for all students, close achievement gaps, and improve the quality of instruction.

Authority: Section 203 of the Educational Technical Assistance Act of 2002 (ETAA) (20 U.S.C. 9601 et seq.).



COMPREHENSIVE CENTERS

RESOURCES FOR FY19 COMPETITION

Please read the entire Notice Inviting Applications (NIA) and Notice of Final Priorities, Requirements, Definitions, and Performance Measures (NFP).

- NIA: <https://www.federalregister.gov/documents/2019/04/04/2019-06582/applications-for-new-awards-comprehensive-centers-program>
- NFP: <https://www.federalregister.gov/documents/2019/04/04/2019-06583/final-priorities-requirements-definitions-and-performance-measures-comprehensive-centers-program>
- Application Package: <https://apply07.grants.gov/apply/opportunities/instructions/PKG00249655-instructions.pdf>
- Common Instructions: <https://www.federalregister.gov/d/2019-02206>



COMPREHENSIVE CENTERS

PROGRAM PURPOSE

The CC FY19 Notice Inviting Applications (NIA) contains two (2) absolute priorities:

19 Regional Centers provide high-quality intensive capacity-building services to State clients and recipients to identify, implement, and sustain effective evidence-based practices that support improved educator and student outcomes

COMPREHENSIVE CENTERS

PROGRAM PURPOSE

Regional Centers must assist clients and recipients in multiple key areas:

1. carrying out approved **Consolidated State Plans** under the Elementary and Secondary Education Act of 1965, as amended by the Every Student Succeeds Act of 2015 (ESEA)
2. implementing and scaling-up **evidence-based programs, practices, and interventions** that address the **unique educational obstacles faced by rural populations**
3. identifying and carrying out capacity-building services to clients that help States address **corrective actions or results from audit findings and monitoring**, conducted by the Department, **that are programmatic in nature**, at the request of the client
4. working with the National Center to **identify trends and best practices**, and develop cost-effective strategies to make their work available to as many REAs, LEAs, and schools in need of support as possible



COMPREHENSIVE CENTERS

PROGRAM PURPOSE

The CC FY19 Notice Inviting Applications (NIA) contains two (2) absolute priorities:

1 National Center provides high-quality universal and targeted capacity-building services to address common high-leverage problems, services to address programmatic monitoring reports and audit findings, implementation challenges, and emerging national education trends

COMPREHENSIVE CENTERS

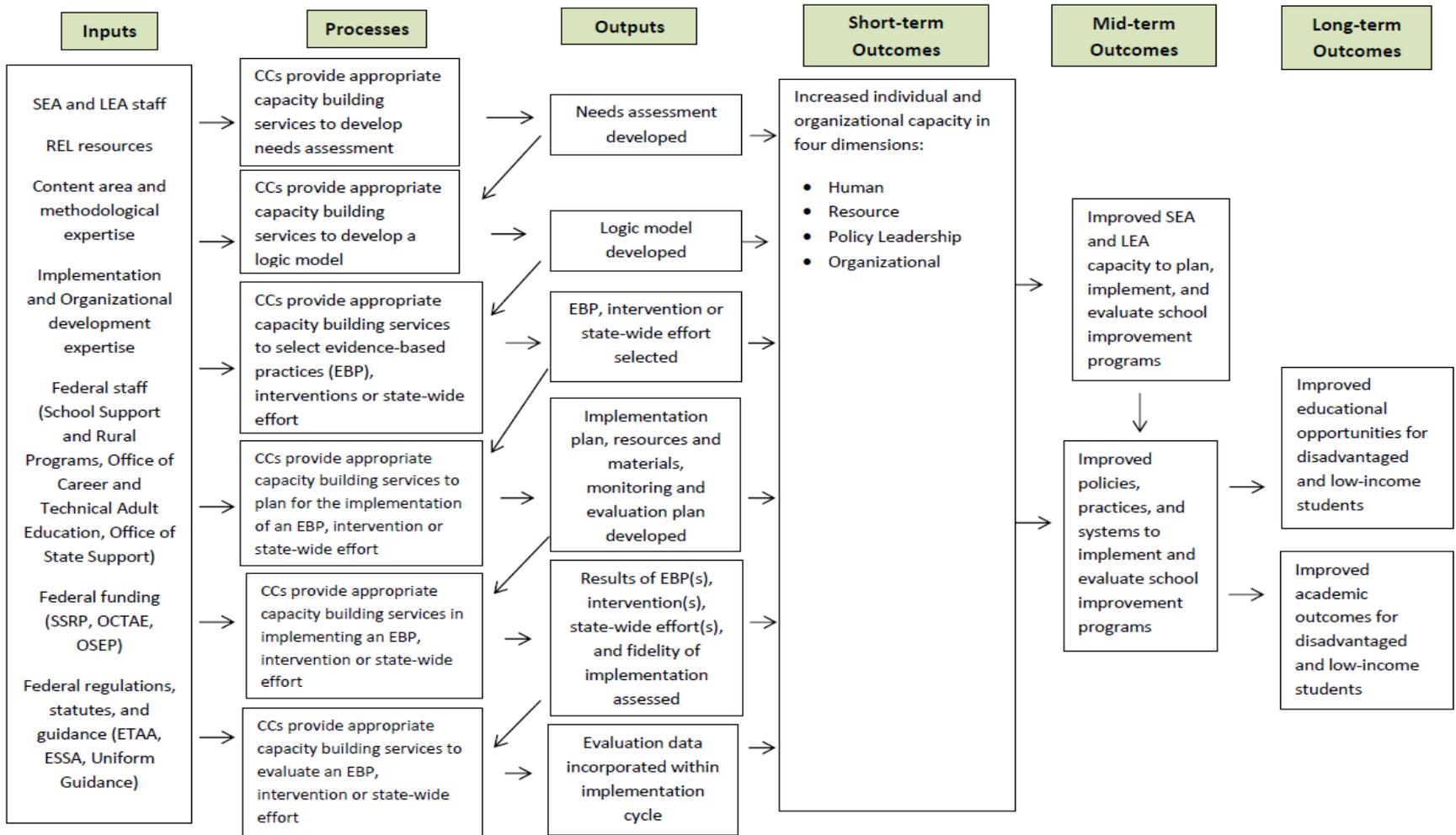
PROGRAM PURPOSE

The National Center must assist clients and recipients in multiple key areas:

1. Implementing approved **ESEA Consolidated State Plans**
2. Implementing and scaling-up of evidence-based programs, practices, and interventions that address the **unique educational obstacles** faced by **rural populations**

PROGRAM LOGIC MODEL

U.S. Department of Education
Comprehensive Centers (CC) Program Logic Model



Competition Overview



COMPETITION OVERVIEW

OVERVIEW

- **CFDA:** 84.283B
- **Number of Awards:** 20
- **Estimated Available Funds for FY19:** \$52 million
- **Estimated Range of Awards:** \$1,000,000-\$6,500,000
- **Project Performance Period:** Up to 60 Months
- **Application Deadline:** May 24, 2019
- **Eligible Applicants:** Research organizations, institutions, agencies, institutions of higher learning, or partnerships among such entities, or individuals, with the demonstrated ability or capacity to carry out the activities described in this notice, including regional entities that carried out activities under the Educational Research, Development, Dissemination, and Improvement Act of 1994 (as such Act existed on the day before November 5, 2002) and title XIII of the Elementary and Secondary Education Act of 1965 (as such title existed on the day before January 8, 2002).



COMPETITION OVERVIEW

OVERVIEW

- 20 CCs will be funded under this grant program for 19 Regional Centers and 1 National Center
- 1 award will be made in each Regional Center region to the highest ranking proposal from that region.
- 1 award will be made to the highest ranking proposal for the National Center.
- An eligible Regional Center applicant needs to be located in the geographic region for which it chooses to apply.

Important: If an applicant wishes to apply to serve in more than one region, such an applicant **must submit a separate application for each region it wishes to serve**



COMPREHENSIVE CENTERS

REGIONAL CENTER CONFIGURATION

- **Region 1:** Massachusetts, Maine, New Hampshire, Vermont
- **Region 2:** Connecticut, New York, Rhode Island
- **Region 3:** Puerto Rico, Virgin Islands
- **Region 4:** Delaware, District of Columbia, Maryland, New Jersey, Pennsylvania
- **Region 5:** Kentucky, Tennessee, Virginia, West Virginia
- **Region 6:** Georgia, North Carolina, South Carolina
- **Region 7:** Alabama, Florida, Mississippi
- **Region 8:** Indiana, Michigan, Ohio
- **Region 9:** Illinois, Iowa
- **Region 10:** Minnesota, Wisconsin
- **Region 11:** Nebraska, North Dakota, South Dakota, Wyoming
- **Region 12:** Colorado, Kansas, Missouri
- **Region 13:** Bureau of Indian Education, New Mexico, Oklahoma*
- **Region 14:** Arkansas, Louisiana, Texas
- **Region 15:** Arizona, California, Nevada, Utah
- **Region 16:** Alaska, Oregon, Washington
- **Region 17:** Idaho, Montana
- **Region 18:** Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, Guam, Palau
- **Region 19:** American Samoa, Hawaii, Republic of the Marshall Islands

***Note:** For Region 13, the Comprehensive Center must be located in New Mexico or Oklahoma.



Application Requirements

APPLICATION REQUIREMENTS

ED Abstract Narrative Form

- Where you will attach your two-page project abstract.

Project Narrative Form

- Where you will attach the responses to the Selection Criteria, Absolute Priorities, and Competitive Preference Priorities. Applicants should include a Table of Contents that includes all responses to the Selection Criteria.

Budget Narrative Form

- Where you will attach a budget narrative. Do not include multiple budgets for subrecipients or partner(s). Only one combined budget should be submitted to represent costs for all entities involved in the proposed project.

Other Attachments Form (upload appendices here)

- Where you will attach the application appendices.



APPLICATION REQUIREMENTS

COMPREHENSIVE CENTER PROJECT NARRATIVE

The maximum score for any applicant is 100 points based on the below breakdown:

(not including competitive preference priority points)

- A. Significance (20 points)
- B. Quality of Project Design (20 points)
- C. Quality of Project Personnel (40 points)
- D. Quality of the Project Evaluation (20 points)

= 100 points



APPLICATION REQUIREMENTS

SELECTION CRITERIA, REGIONAL CENTERS – PROJECT NARRATIVE

A. Significance (up to 20 points)

- (1) The Secretary considers the significance of the proposed project.
- (2) In determining the significance of the proposed project, the Secretary considers the likelihood that the proposed project will result in system change or improvement. (20 points)

APPLICATION REQUIREMENTS

SELECTION CRITERIA, NATIONAL CENTER— PROJECT NARRATIVE

A. Significance (up to 20 points):

- (1) The Secretary considers the significance of the proposed project.
- (2) In determining the significance of the proposed project, the Secretary considers the following factors:
 - (i) The potential contribution of the proposed project to increased knowledge or understanding of educational problems, issues, or effective strategies. (10 points)
 - (ii) The extent to which the services to be provided by the proposed project reflect up-to-date knowledge from research and effective practice. (10 points)



APPLICATION REQUIREMENTS

SELECTION CRITERIA, ALL CENTERS – PROJECT NARRATIVE

B. Quality of Project Design (20 points)

- (1) The Secretary considers the quality of the design of the proposed project.
- (2) In determining the quality of the design of the proposed project, the Secretary considers the following factors:
 - (i) The extent to which there is a conceptual framework underlying the proposed research or demonstration activities and the quality of that framework. (5 points)
 - (ii) The extent to which the proposed project will integrate with or build on similar or related efforts to improve relevant outcomes (as defined in this notice), using existing funding streams from other programs or policies supported by community, State, and Federal resources. (10 points)
 - (iii) The extent to which the services to be provided by the proposed project involve the collaboration of appropriate partners for maximizing the effectiveness of project services. (5 points)



APPLICATION REQUIREMENTS

SELECTION CRITERIA, REGIONAL CENTERS – PROJECT NARRATIVE

C. Quality of Project Personnel (40 points)

- (1) The Secretary considers the quality of the personnel who will carry out the proposed project.
- (2) In determining the quality of project personnel, the Secretary considers the extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability.
- (3) In addition, the Secretary considers the following factors:
 - (i) The qualifications, including relevant training and experience, of the project director or principal investigator. (20 points)
 - (ii) The qualifications, including relevant training and experience, of key project personnel. (20 points)



APPLICATION REQUIREMENTS

SELECTION CRITERIA, NATIONAL CENTER— PROJECT NARRATIVE

C. Quality of Project Personnel (up to 40 points):

- (1) The Secretary considers the quality of the personnel who will carry out the proposed project.
- (2) In determining the quality of project personnel, the Secretary considers the extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability.
- (3) In addition, the Secretary considers the following factors:
 - (i) The qualifications, including relevant training and experience, of the project director or principal investigator. (20 points)
 - (ii) The qualifications, including relevant training and experience, of key project personnel. (10 points)
 - (iii) The qualifications, including relevant training and experience, of project consultants or subcontractors. (10 points)



APPLICATION REQUIREMENTS

SELECTION CRITERIA, ALL CENTERS – PROJECT NARRATIVE

D. Quality of the Project Evaluation (20 points):

- (1) The Secretary considers the quality of the evaluation to be conducted of the proposed project.
- (2) In determining the quality of the evaluation, the Secretary considers the following factors:
 - (i) The adequacy of procedures for ensuring feedback and continuous improvement in the operation of the proposed project. (10 points)
 - (ii) The extent to which the methods of evaluation include the use of objective performance measures that are clearly related to the intended outcomes of the project and will produce quantitative and qualitative data to the extent possible. (10 points)



COMPETITIVE PREFERENCE PRIORITIES

REGIONAL CENTERS (UP TO 12 ADDITIONAL POINTS)

1. Projects submitted by applicants that meet the definition of novice applicant (as defined in this notice) at the time they submit their application. (0 or 3 points)
2. Promoting innovative strategies to increase the number of students who have access to effective principals or other school leaders in schools that will be served by the project. (up to 3 points)
3. Promoting innovative strategies to increase the number of students who have access to effective educators in schools that will be served by the project. (up to 3 points)
4. Projects that are designed to increase access to educational choice for one or both of the following groups of children or students:
 - (i) Children or students in communities served by rural LEAs
 - (ii) Students who are living in poverty and are served by high-poverty schools, or are low-income individuals. (up to 3 points)



COMPETITIVE PREFERENCE PRIORITIES

NATIONAL CENTER (UP TO 12 ADDITIONAL POINTS)

1. Projects submitted by applicants that meet the definition of novice applicant at the time they submit their application. (0 or 3 points)
2. Projects that are designed to address increasing the opportunities for high-quality preparation of, or professional development for, teachers or other educators of science, technology, engineering, math, or computer science. (up to 3 points)
3. Projects designed to improve student achievement or other educational outcomes in one or more of the following areas: Science, technology, engineering, math, or computer science. These projects must address evidence-based and innovative approaches to expanding access to high-quality STEM education, including computer science. (up to 3 points)
4. Projects that are designed to address developing or increasing access to evidence-based innovative models of educational choice (up to 3 points)



COMPETITIVE PREFERENCE PRIORITIES

ALL CENTERS (0 OR 3 POINTS)

Novice applicant means

(a)(1) Any applicant for a grant from the Department that—

- (i) Has never received a grant or subgrant under the program from which it seeks funding;
 - (ii) Has never been a member of a group application, submitted in accordance with 34 CFR 75.127-75.129, that received a grant under the program from which it seeks funding; and
 - (iii) Has not had an active discretionary grant from the Federal Government in the five years before the deadline date for applications under the program.
- (2) In the case of a group application submitted in accordance with 34 CFR 75.127-75.129, a group that includes only parties that meet the requirements of this definition.
- (b) For the purposes of paragraph (a)(1)(iii) of this definition, a grant is active until the end of the grant's project or funding period, including any extensions of those periods that extend the grantee's authority to obligate funds.



APPLICATION REQUIREMENTS

BUDGET

- In expending and accounting for funds awarded under the CC program, grantees must follow 2 CFR Part 200, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) (http://www.ecfr.gov/cgi-bin/text-idx?SID=6722121d4325df26109cc388c9ce6944&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl), as adopted by the Department of Education at 2 CFR 3474 (http://www.ecfr.gov/cgi-bin/text-idx?SID=6722121d4325df26109cc388c9ce6944&tpl=/ecfrbrowse/Title02/2cfr3474_main_02.tpl).
- Additional information on the Uniform Guidance can be found at this link: <http://www2.ed.gov/policy/fund/guid/uniform-guidance/index.html>.



APPLICATION REQUIREMENTS

BUDGET

- When you need to pay another party for goods and services needed to carry out the grant project, you must follow the applicable procurement procedures set out in 2 CFR 200.317-326. In this program, subgrants are authorized.

<https://www.ecfr.gov/cgi-bin/text-idx?node=2:1.1.2.2.1.4.31&rgn=div7>

- Review 34 CFR 75.135 for provisions that provide flexibility on procurement requirements.

https://www.ecfr.gov/cgi-bin/text-idx?SID=7d8cee13efa0f464622259651e77aea&mc=true&node=se34.1.75_1135&rgn=div8



APPLICATION REQUIREMENTS

BUDGET

- Include consultants or subcontracts in Other, not Personnel.
- Do not submit an application that proposes a budget exceeding the maximum estimate published in the NIA for any single budget period of 12 months.

Reporting and Accountability



REPORTING & ACCOUNTABILITY

PERFORMANCE AND FINANCIAL REPORTS

- Successful applicants with multi-year grants must submit:
 - Annual performance reports
 - Final Performance report
 - Annual financial reports
- The Department will provide specific reporting guidelines, including reporting deadlines, for each of the required annual reports and financial expenditure information in its cooperative agreement with each successful applicant. Cooperative agreements will be issued to each grantee following grant award.



REPORTING & ACCOUNTABILITY

GOVERNMENT PERFORMANCE AND RESULTS ACT OF 1993 (GPRA) MEASURES

- Measure 1: The extent to which Comprehensive Center clients are satisfied with the quality, usefulness, and relevance of services provided.
- Measure 2: The extent to which Comprehensive Centers provide services and products to a wide range of recipients.
- Measure 3: The extent to which Comprehensive Centers demonstrate that capacity-building services were implemented as intended.
- Measure 4: The extent to which Comprehensive Centers demonstrate recipient outcomes were met.



Submission Procedures



SUBMISSION PROCEDURES

REGISTRATION INFORMATION – COMMON INSTRUCTIONS

Applicants are required to follow the Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the *Federal Register* on February 13, 2019 (84 FR 3768), which contain requirements and information on how to submit an application.

<https://www.govinfo.gov/content/pkg/FR-2019-02-13/pdf/2019-02206.pdf>



SUBMISSION PROCEDURES

REGISTRATION INFORMATION

To do business with the Department and to submit your application electronically using Grants.gov, you must—

- a) Have a Data Universal Numbering System (DUNS) number and a Taxpayer Identification Number (TIN)
- b) Register both your DUNS number and TIN with the System for Award Management (SAM.gov), the Government's primary registrant database
- c) Provide your DUNS number and TIN on your application
- d) Maintain an active SAM registration with current information while your application is under review by the Department and if you are awarded a grant during the project period



SUBMISSION PROCEDURES

OBTAIN A DUNS NUMBER

- Obtain a DUNS number from Dun and Bradstreet at the following website:
<https://fedgov.dnb.com/webform>
- A DUNS number can be created within one to two business days.
- If you are a corporate entity, agency, institution, or organization, you can obtain a TIN from the IRS.
- If you are an individual, you can obtain a TIN from the IRS or the Social Security Administration. If you need a new TIN, please allow two to five weeks for your TIN to become active.



SUBMISSION PROCEDURES

SAM REGISTRATION

IMPORTANT REMINDERS

- SAM registration may take 7 (seven) days-several weeks
- Once your SAM.gov registration is active, it may take 24 to 48 hours before you can access the information in, and submit an application through, Grants.gov.
- **Applicants are strongly encouraged register for SAM a month in advance to avoid submitting a late application.**
- **Applicants who already have a SAM are strongly encouraged to confirm that their SAM registration is up-to-date and not expired at least a month in advance in order to avoid submitting a late application.**



SUBMISSION PROCEDURES

PAGE LIMITS AND FORMAT

- Applicants are encouraged to upload their attachments in .pdf format
- Applicants are encouraged, but not required, to limit their Application Narrative to **no more than 100 pages**
- The Department suggests you use the following standards:
 - 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.



SUBMISSION PROCEDURES

FORMAT AND EXCEPTIONS

- We discourage paper applications, but if electronic submission is not possible (e.g., you do not have access to the internet), you must provide a written statement that you intend to submit a paper application.
- The written statement **must be postmarked *no later than May 10, 2019*** to:

Kim Okahara, U.S. Department of Education
400 Maryland Avenue SW
Lyndon B. Johnson Building, Room 3E106
Washington, DC 20202



SUBMISSION PROCEDURES

SUBMISSION OF PAPER APPLICATIONS BY MAIL

If you qualify for an exception to the electronic submission requirement, you must mail the original and two copies of your application, on or before the application deadline date, to the Department at the following address:

**U.S. Department of Education,
Application Control Center,
Attention: (84.283B), LBJ Basement Level 1,
400 Maryland Avenue SW., Washington, DC 20202-4260**

Mail must show proof of mailing, e.g., legibly dated U.S. Postal Service postmark; legible mail receipt with the date of mailing stamped by the U.S. Postal Service



SUBMISSION PROCEDURES

Online Applications **will not** be accepted after May 24, 2019 at 11:59:59 PM Eastern Time



SUBMISSION PROCEDURES

SUBMISSION ASSISTANCE

- Call the Grants.gov Customer Support at 1-800-518-4726 if you have problems submitting to Grants.gov before the closing date of May 24, 2019 (11:59:59 p.m. Eastern Time)
- Email support@grants.gov
- If you require Program Office assistance, contact Kim Okahara during normal business hours and no later than 5:00 p.m., Eastern Time, on May 24, 2019



SUBMISSION PROCEDURES

IMPORTANT REMINDERS

- **Register early** for SAM and Grants.gov
- Submit your application at least one day before the deadline
- Applications submitted and timestamped after 11:59:59 p.m. Eastern Time on May 24, 2019 will not be accepted for review
- Follow application requirements
- Applicants must submit a separate application for every center they wish to apply to



Q & A



CONTACT INFORMATION

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Office of Elementary and Secondary Education

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