

# Cyber Security Technical Assistance Webinar

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# PURPOSE

The Pilot Program for Cybersecurity Education Technological Upgrades for Community Colleges is designed to support projects at institutions of higher education (IHEs) that provide technological upgrades for cybersecurity education programs at community colleges.

# Eligible Community Colleges

Community college means an institution that meets the definition in section 312(f) of the Higher Education Act of 1965, as amended (HEA) ([20 U.S.C. 1058](#)(f)); or an institution of higher education (as defined in section 101 of the HEA ([20 U.S.C. 1001](#))) that awards degrees and certificates, more than 50 percent of which are not bachelor's degrees (or an equivalent) or master's, professional, or other advanced degrees.

# Submission of Application

- ❖ Applications must be submitted electronically using grants.gov unless you qualify for an exception.
- ❖ Requirements for obtaining an exception are discussed in the Closing Date Notice.
- ❖ Closing date for receipt of applications is August 29, 2018.

# Eligibility Requirements

## Absolute Priority:

To build on the experience and ongoing initiatives of the ATE Program, this priority requires applicants to collaborate with an ATE Program center. An eligible applicant must propose to lead a project to provide technological upgrades for cybersecurity education programs at community colleges that leverages the expertise of the National Science Foundation's ATE Program.

# Requirements (con't)

- Each eligible applicant must include a signed statement by an authorized official from at least one of the three ATE Program centers: the National CyberWatch Center, the CyberWatch West Center, or CSSIA. The signed statement must certify that the center or centers will provide technical assistance or other aid to the applicant's project.
- Note: It is not required for a community college to have an existing relationship with an ATE Program center to meet this absolute priority.

# Follow Instructions

- It is essential that you follow all instructions completely!
- Read all instructions a number of times.
- You are being evaluated solely by what you write in your application, not the great idea that you have.

# Page Format!

- 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, except titles, headings, footnotes, quotations, references, captions, and all text in charts, tables, and graphs. These items may be single-spaced. Charts, tables, figures, and graphs in the application narrative count toward the page limit.
- Abstract can be single-spaced.
- Use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).
- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. **An application submitted in any other font (including Times Roman or Arial Narrow) may not be accepted.**

# Page Limits

- Application/Project Narrative: 12 pages
- The recommended page limit does not apply to Part I, the cover sheet; Part II, the budget section, including the narrative budget justification; Part IV, the assurances and certifications; or the one-page abstract, the resumes, the bibliography, or the letter of support.
- Exceeding page limit may means disqualification

# What's Included in the Page Count?



**Only the Application/Project Narrative is included in the page count. If you include any attachments or appendices, these will be counted as part of the Application/Project Narrative.**

# What's Not Included in the Page Count?

- Application for Federal Assistance & Supplemental Information Form (SF 424)
- Budget Information—Non-Construction Programs (ED 524)
- Assurances and Certifications
- Table of Contents
- One-page Abstract
- Resumes
- Bibliography
- Letters of Support

# General Comments

- Selection Criteria determine the order of the application
  - Your application is not a scavenger hunt where the readers have to search for information.
  - Place your information in the proper place and do not depend upon readers to find it elsewhere.



# General Comments

- Quality of the Content is Key
  - Readers' evaluations not based on writing style.
  - Readers are not expecting a great literary work.
  - However, it is essential to write in a clear and understandable fashion.
    - Do check your grammar and spelling!



# General Comments (cont.)

- Read and follow the guidelines.
- Address everything that is called for.
- Leave out extraneous material.
- Write clearly, not cryptically .
- Beware of jargon and buzz words.



# General Comments (cont.)

- Use facts and statistics to prove your case.
- Be sure the facts and figures you use in one section of your application are consistent with those used elsewhere.



# Selection Criteria

## Four evaluation areas:

- Need for the project – 20 points
- Quality of the Project Design – 12 points
- Adequacy of resources – 12 points
- Quality of the project evaluation —4 points

**Total Points: 48**

# Need for the project (12 points)

The Secretary considers the need for the proposed project. In determining the need for the proposed project, the Secretary considers the following factors:

- (1) The magnitude or severity of the problem to be addressed by the proposed project.
- (2) 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.

# Quality of the Project Design

## (12 points)

The Secretary considers the quality of the design of the proposed project. In determining the quality of the design of the proposed project, the Secretary considers the following factors:

- (1) The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable.
- (2) The extent to which the design of the proposed project is appropriate to, and will successfully address, the needs of the target population or other identified needs.
- (3) The extent to which the proposed project is designed to build capacity and yield results that will extend beyond the period of Federal financial assistance.

# Adequacy of Resources

## (12 points)

The Secretary considers the adequacy of resources for the proposed project. In determining the adequacy of resources for the proposed project, the Secretary considers the following factors:

- (1) The relevance and demonstrated commitment of each partner in the proposed project to the implementation and success of the project.
- (2) The extent to which the costs are reasonable in relation to the objectives, design, and potential significance of the proposed project.



# Quality of the Evaluation Plan

## (4 points)

The Secretary considers the quality of the evaluation to be conducted of the proposed project. In determining the quality of the evaluation, the Secretary considers the following factors:

- (1) The extent to which the methods of evaluation are thorough, feasible, and appropriate to the goals, objectives, and outcomes of the proposed project.
- (2) 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.

# Absolute Priority

- To build on the experience and ongoing initiatives of the ATE Program, this priority requires applicants to collaborate with an ATE Program center. An eligible applicant must propose to lead a project to provide technological upgrades for cybersecurity education programs at community colleges that leverages the expertise of the National Science Foundation's ATE Program.
- Each eligible applicant must include a signed statement by an authorized official from at least one of the three ATE Program centers: the National CyberWatch Center, the CyberWatch West Center, or CSSIA. The signed statement must certify that the center or centers will provide technical assistance or other aid to the applicant's project.

# Absolute Priority

The National Science Foundation's Advanced Technological Education (ATE) Program has awarded large grants to three community colleges to operate centers that support the improvement of cybersecurity education at community colleges around the Nation. Those centers are the National CyberWatch Center, based at Prince George's Community College (Largo, MD); the CyberWatch West Center, based at Whatcom Community College (Bellingham, WA); and the Center for Systems Security and Information Assurance (CSSIA), based at Moraine Valley Community College (Palos Hills, IL). Those centers coordinate a large network of affiliated institutions, including more than 100 community colleges.

# Grants.gov Submission Procedures and Tips for Applicants

- **REGISTER EARLY** – Grants.gov registration involves many steps including registration on SAM ([www.sam.gov](http://www.sam.gov)) which may take approximately one week to complete. For detailed information on the Registration Steps, please go to: <http://www.grants.gov/web/grants/register.html>
- **SUBMIT EARLY** – We strongly recommend that you do not 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** – You will want to verify that Grants.gov received your application submission on time and that it was validated successfully. To see the date/time your application was received, login to Grants.gov and click on the Track My Application link.
- **SUBMISSION PROBLEMS**- If you have problems submitting to Grants.gov before the closing date, please contact Grants.gov Customer Support at 1-800-518-4726 or <http://www.grants.gov/web/grants/about/contact-us.html>, or access the Grants.gov Self-Service web portal at: <https://grants-portal.psc.gov/Welcome.aspx?pt=Grants>



## Grant Application Package

[Print](#)[Cancel](#)

Opportunity Title:	Office of Postsecondary Education (OPE): Asian American
Offering Agency:	U.S. Department of Education
CFDA Number:	84.382
CFDA Description:	Strengthening Minority-Serving Institutions
Opportunity Number:	ED-GRANTS-022216-001
Competition ID:	84-382B2016-1
Opportunity Open Date:	02/22/2016
Opportunity Close Date:	04/22/2016
Agency Contact:	Pearson Owens Senior Program Officer E-mail: pearson.owens@ed.gov Phone: 2024537997

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name:

## Select Forms to Complete

**Mandatory**

Save

Save & Submit

Check Package for Errors

[Application for Federal Assistance \(SF-424\)](#)

[U.S. DEPARTMENT OF EDUCATION BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS](#)

[Assurances for Non-Construction Programs \(SF-424B\)](#)

[Grants.gov Lobbying Form](#)

[Disclosure of Lobbying Activities \(SF-LLL\)](#)

[ED GEPA427 Form](#)

[ED SF424 Supplement](#)

[ED Abstract Form](#)

[Project Narrative Attachment Form](#)

[Budget Narrative Attachment Form](#)

[Other Attachments Form](#)

### Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Public Law 103-382). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email [ICDocketMgr@ed.gov](mailto:ICDocketMgr@ed.gov) and reference the OMB Control Number 1894-0005.

**Optional - You may attach 1 file to this page.**

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

## Project Narrative File(s)

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\* Mandatory Project Narrative File Filename:

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View Mandatory Project Narrative File

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To add more Project Narrative File attachments, please use the attachment buttons below.

Add Optional Project Narrative File

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## Budget Narrative File(s)

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\* Mandatory Budget Narrative Filename:

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## Other Attachment File(s)

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# Questions?

Contact Information:

[Pearson.Owens@ed.gov](mailto:Pearson.Owens@ed.gov)

202-453-7997