United States Department of Education

Office of Elementary and Secondary Education

Office of Formula Grants



**Seeking Peer Reviewers**

The U.S. Department of Education, Office of Elementary and Secondary Education (OESE) is seeking peer reviewers for the FY 2020 Native Hawaii Education (NHE) program grant competition. It is anticipated that the grant competition review will convene in mid-March to early-April 2020. If selected to serve as a peer reviewer, you will be required to attend a webinar training session to be held in February or March 2020 and be available for both virtual and on-site peer review meetings. We are seeking knowledgeable peer reviewers to evaluate applications for the program. Reviewers are sought from various backgrounds and professions: PK-12 teachers and principals, college and university educators, researchers and evaluators, social entrepreneurs, grant-makers, grant managers, or others with expertise in Native Hawaiian education and culture.

Preference will be made for an applicant who meets one or more of the following criteria:

1. Is of Native Hawaiian descent; or
2. Has experience in serving the interests of Native Hawaiians including expertise in education, language, culture, and/or program development for Native Hawaiians; or
3. Has completed coursework that focuses on the history of Native Hawaiians, the Hawaiian language, and/or Hawaiian culture.

**Your expertise will be evaluated based on the level and scope of experience in one or more of the following necessary criteria (but not limited to these areas):**

* Early Childhood Education or Infant/Child Development
* Elementary, Secondary, Post-Secondary, Adult, or Technical/Vocational Education
* Science, Technology, Engineering, and Math Instruction
* Literacy Instruction (in English or Hawaiian)
* Special Education or Gifted-and-Talented Education
* At-risk Youth and Young Adults
* Creating or Leading Professional Development for Educators
* Mentoring and Life-Skills Development
* Workforce Development
* Academic Research and Data-Collection
* Program Management
* Project Evaluation

**Please submit a current resume that includes:**

* Full Name
* Education History (List all college degrees, institution(s), major(s), and dates conferred)
* All professional position titles, descriptions, and dates in chronological order beginning with your first position after receiving your B.A. or B.S.
* If applicable, a full description that outlines how you meet any of the preferential criteria connected to Native Hawaiian ancestry, work, language, or study
* A full description that outlines how your scope of experiences meets one or more of the necessary criteria
* A detailed description of your current organizational affiliation and position title
* Telephone numbers (work, home, and/or mobile)
* Home and work mailing addresses (Hawaii residents, please also include island of residence)
* Preferred E-mail address and/or telephone number(s)

**If interested, resumes should be submitted by e-mail and in word format along with the *Peer Reviewer Information Checklist* to** **Hawaiian@ed.gov** **by February 3, 2020. Please include “2020 NHE Reviewer” in the subject line.**

**U.S. Department of Education**

Office of Elementary and Secondary Education

**Native Hawaiian Education (NHE) Program**

**PEER REVIEWER INFORMATION CHECKLIST**

Thank you for your interest in serving as a peer reviewer for the Native Hawaiian Education (NHE) program. By completing this checklist, you will help the NHE program team ensure that relevant information which may not be included or easily gleaned from your résumé is appropriately highlighted. This will assist us in making quality selections and assignments for review panels. To be considered as a peer reviewer for NHE program, you must complete this checklist and send it with your résumé in an email to Hawaiian@ed.gov no later than **February 3, 2020**.

**GENERAL INFORMATION**

Full Name:

Mailing Address (include city and state; include island if in Hawaii):

Current Employer:

Email Address:

Cell Phone: Work Phone:

**ELIGIBILITY**

*Preference will be given to applicants who satisfy one or more of the following criteria
(please check all that apply):*

Of Native Hawaiian descent

Have experience in serving the interests of Native Hawaiians including expertise in education, language, culture, and/or program development for Native Hawaiians

Have completed coursework that focuses on the history of Native Hawaiians, the Hawaiian language, and/or Hawaiian culture

*Selected reviewers should have expertise in at least one of the following areas
(please check all that apply):*

Early Childhood Education or Infant/Child Development

Elementary, Secondary, Post-Secondary, Adult, or Technical/Vocational Education

Science, Technology, Engineering, and Math Instruction

Literacy Instruction (in English or Hawaiian)

Special Education or Gifted-and-Talented Education

At-risk Youth and Young Adults

Creating or Leading Professional Development for Educators

Mentoring and Life-Skills Development

Academic Research and Data-Collection

Program Management

Project Evaluation

 Workforce Development

**CONFLICT OF INTEREST**

Please be aware that any individual selected as a peer reviewer for the FY 2020 NHE competition will be reviewed for possible, apparent, and/or actual conflicts of interest. All potential peer reviewers are required to respond to the following intial conflict of interest questions. The U.S. Department of Education (Department) may contact potential peer reviewers with additional questions as appropriate.

The questions generally seek to obtain information about your professional experience(s), including any finacial interest that you may have in any NHE application. If a potential conflict of interest is identified, the Department will consider whether you can participate as a peer reviwer in full compliance with all applicable Department policies and procedures. In this way, the Department is able to ensure the objective and efficient management and administration of the NHE program, which ultimately ensures the intergrity of the Department’s functions and the public’s confidence in that integrity.

1. Are you currently employed by a local education agency (LEA)?

 Yes

 No

 If yes, what is the name of your employer?

1. Have you agreed to serve as an employee or consultant, or otherwise provide assistance or advice, on any project for which funding is being sought in an application that will be submitted in the NHE grant competition; or have you been offered the opportunity to do so and not yet accepted or declined, based on whether a grant is awarded?

 Yes

 No

If yes, please briefly explain:

1. Will your personal financial interests be affected by the outcome of the NHE grant competition?

 Yes

 No

If yes, please briefly explain:

1. Did you help to prepare, or do you plan on helping to prepare, one or more applications that will be submitted in the NHE grant competition, even if you do not have a financial interest in the outcome of the competition ?

 Yes

 No

If yes, please briefly explain:

1. Do you have a relationship with an entity or individual that has a financial interest in the outcome of the competition. Please check all that apply.

Spouse, child, a member of your household, or any relative with whom you have a

 close relationship;

Any employer you have served within the last 12 months, a business partner, an

 organization you have served as an officer, director, or trustee within the last 12

 months, or organization that you serve as an active volunteer;

Any person or organization with whom the reviewer is negotiagting for or has an

 arrangement concerning future employment;

Any professional associate – including any collegue, scientific mentor, or student –

 with whom your are currently conducting research or other professional activities or

 with whom you have conducted such activities within the last 12 months; or

Any individual with whom you have, or have had, a personal relatiohsnip where the

 nature, duration, or recentness of that relationship would impair your ability to

 impartially review any application in the competition.

1. Please use the space provided to specify potential conflict of interest not covered above or any concerns you may have.

**AVAILABILITY**

 At this time, I am available to serve as a reviewer for NHE in March/early-April 2020.