

2021 Promise Neighborhoods Competition

Money, Money, Money and More

U.S. Department of Education

Tuesday, February 3, 2020



Agenda

- Welcome
- Background Overview
 - Statute
 - Purpose
 - History and Previous Grantees
 - Key Dates
 - Process
- Budget
 - ED 524 Form
 - Section A: Federal Funds
 - Section B: Non-Federal Funds
 - Section C: Budget Narrative
- Questions and Answers
- Closing

Background: Statute

- The Promise Neighborhoods program is authorized under the Elementary and Secondary Education Act of 1965, as amended (ESEA).
- Program Authority: 20 U.S.C. 7273–7274
- All applicants are strongly encouraged to read the program statute prior to submitting a proposal for the FY 2021 Promise Neighborhoods competition.

Background: Purpose

- The purpose of the Promise Neighborhoods program is to significantly improve the academic and developmental outcomes of children living in the most distressed communities of the United States, including ensuring school readiness, high school graduation, and access to a community-based continuum of high-quality services.
- The program serves neighborhoods with high concentrations of low-income individuals; multiple signs of distress, which may include high rates of poverty, childhood obesity, academic failure, and juvenile delinquency, adjudication, or incarceration; and schools implementing comprehensive support and improvement activities or targeted support and improvement activities.
- All strategies in the continuum of solutions must be accessible to children with disabilities and English learners.

Background Overview: History & Previous Grantees

Fiscal Year	Type of Award	Number of New Awards
FY 2018	Implementation	6
FY 2017	Implementation	4
FY 2016	Implementation	6
FY 2012	Planning	10
FY 2012	Implementation	7
FY 2011	Planning	15
FY 2011	Implementation	5
FY 2010	Planning	21

<https://oese.ed.gov/offices/office-of-discretionary-grants-support-services/school-choice-improvement-programs/promise-neighborhoods-pn/awards/>

Background Overview: Key Dates

Action/ Activity	Date
Application Available	Tuesday, January 19, 2021
Webinar I Promise Neighborhoods Program 101: What is the Promise Neighborhoods Program?	Friday, January 29, 2021 1:00pm (EST) – 2:30pm (EST)
Webinar II Nuts & Bolts of the FY 2021 Promise Neighborhoods Competition	Monday, February 1, 2021 1:00pm (EST) – 2:30pm (EST)
Webinar III What Everyone Ought to Know about the FY 2021 Promise Neighborhoods Competition	Tuesday, February 2, 2021 1:00pm (EST) – 2:30pm (EST)
Webinar IV Money, Money, Money & More	Wednesday, February 3, 2021 1:00pm (EST) – 2:30pm (EST)
Intent to Apply (strongly encouraged)	Wednesday, February 3, 2021 1:00pm (EST) – 2:30pm (EST)
Webinar V Strategies, Resources, & Tips on How to Incorporate Evidence and Evaluation into Your Proposed Project	Thursday, February 4, 2021 1:00pm (EST) – 2:30pm (EST)
Closing Date	Friday, March 5, 2021

Background Overview: Process



← 45 DAYS →

Background Overview: Process



Application Requirement 8

- A description of the process used to develop the application, including the involvement of family and community members. In addressing this paragraph, an applicant **must** provide a description of the process used to develop the application, which **must** include the involvement of an LEA(s) (including but not limited to the LEA's or LEAs' involvement in the creation and planning of the application and a signed Memorandum of Understanding) and at least one public elementary or secondary school that is located within the identified geographic area that the grant will serve.

ED 524 Form: Section A Federal Funds



ED 524 Form: Section A

 U.S. DEPARTMENT OF EDUCATION BUDGET INFORMATION NON-CONSTRUCTION PROGRAMS		OMB Control Number: 1894-0008 Expiration Date: 09/30/2023						
Name of Applicant Organization		Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.						
SECTION A - BUDGET SUMMARY U.S. DEPARTMENT OF EDUCATION FUNDS								
Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Project Year 6 (f)	Project Year 7 (g)	Total (h)
1. Personnel								
2. Fringe Benefits								
3. Travel								
4. Equipment								
5. Supplies								
6. Contractual								
7. Construction								
8. Other								
9. Total Direct Costs (lines 1-8)								
10. Indirect Costs *Enter Rate Applied:								
11. Training Stipends								
12. Total Costs (lines 9-11)								
<p>*Indirect Cost Information (To Be Completed by Your Business Office):</p> <p>If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:</p> <p>(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government? <input type="checkbox"/> Yes <input type="checkbox"/> No.</p> <p>(2) If yes, please provide the following information and provide a copy of your Indirect Cost Rate Agreement: Period Covered by the Indirect Cost Rate Agreement: From: ___/___/___ To: ___/___/___ (mm/dd/yyyy) Approving Federal agency: ___ ED ___ Other (please specify): _____. The Indirect Cost Rate is _____ %</p> <p>(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, you must comply with the requirements of 2 CFR § 200.414(f).</p> <p>(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.</p> <p>(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that: ___ Is included in your approved Indirect Cost Rate Agreement? Or ___ Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is _____ %</p> <p>(6) For Training Rate Programs (check one) -- Are you using a rate that: ___ Is based on the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4))? Or ___ Is included in your approved Indirect Cost Rate Agreement, because it is lower than the training rate of 8 percent of MTDC (See EDGAR § 75.562(c)(4)).</p>								

ED 524 Form: Section A

- You may access the Education Department General Administrative Regulations cited within these instructions at: <http://www.ed.gov/policy/fund/reg/edgarReg/edgar.html>.
- You may access requirements from 2 CFR 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” cited within these instructions at: <https://www.federalregister.gov/articles/2013/12/26/2013-30465/uniform-administrative-requirements-cost-principles-and-audit-requirements-for-federal-awards>.
- **You must consult with your Business Office prior to submitting this form.**

ED 524 Form: Section A

Line	Category	Description
1	Personnel	<ul style="list-style-type: none">• Enter project personnel salaries and wages only.• Include fees and expenses for consultants on line 6.
2	Fringe Benefits	<ul style="list-style-type: none">• The institution's normal fringe benefits contribution may be charged to the program. <u>Leave this line blank if fringe benefits applicable to direct salaries and wages are treated as part of the indirect cost.</u>
3	Travel	<ul style="list-style-type: none">• Indicate the travel costs of employees and participants only.• Include travel of persons such as consultants on line 6.

ED 524 Form: Section A

Line	Category	Description
4	Equipment	<ul style="list-style-type: none">Indicate the cost of tangible, <u>non-expendable personal property</u> that has a usefulness greater than one year and acquisition costs that are the lesser of the capitalization level established by the applicant entity for financial statement purposes or \$5,000 per article. Lower limits may be established to maintain consistency with the applicant's policy.
5	Supplies	<ul style="list-style-type: none">Show all tangible, <u>expendable personal property</u>. Direct supplies and materials differ from equipment in that they are consumable, expendable, and of a relatively low unit cost. <u>Supplies purchased with grant funds should directly benefit the grant project and be necessary for achieving the goals of the project.</u>

ED 524 Form: Section A

Line	Category	Description
6	Contractual	<ul style="list-style-type: none">The contractual category should include all costs specifically incurred with actions that the applicant takes in conjunction with an established internal procurement system. Include consultant fees, expenses, and travel costs in this category if the consultant's services are obtained through a written binding agreement or contract.
7	Construction	<ul style="list-style-type: none">Construction funds are not authorized in Promise Neighborhood grants.

ED 524 Form: Section A

Line	Category	Description
8	Other	<ul style="list-style-type: none">Indicate all direct costs not covered on lines 1-6. For example, include costs such as space rental, required fees, honoraria and travel (where a contract is not in place for services), training, and communication and printing costs. <u>Do not include costs that are included in the indirect cost rate.</u>
9	Total Direct Costs	<ul style="list-style-type: none">The sum of lines 1-8.

ED 524 Form: Section A

Line	Category	Description
10	Indirect Costs	<ul style="list-style-type: none">• Indicate the applicant's approved indirect cost rate, per sections 75.560 – 75.564 of EDGAR. If an applicant does not have an approved indirect cost rate agreement with a cognizant Federal agency, the applicant must apply to the Department for a temporary indirect cost rate if it wishes to charge indirect costs to the grant. For more information, go to the Department's website at: https://www2.ed.gov/about/offices/list/ocfo/fipao/abouticg.html

ED 524 Form: Section A

Line	Category	Description
11	Training Stipends	<ul style="list-style-type: none">This should include the cost estimates for these estimates.
12	Total Cost	<ul style="list-style-type: none">This should equal to sum of lines 9-11 (total direct costs + indirect + stipends). The sum for column one, labeled Project Year 1 (a), should also be equal to item 15a on the application cover sheet (SF Form 424).

A stylized logo for 'Q&A'. The letter 'Q' is orange and contains a purple question mark. The ampersand '&' is blue. The letter 'A' is green and has a yellow exclamation mark at its base. The letters are bold and overlapping.

Q&A

ED 524 Form: Section B Cost Sharing/ Match



Eligibility: Cost Share/ Match

AP 1: Non-rural and Non-Tribal Communities

- Must obtain matching funds or in-kind donations equal to **at least 100 percent** of its grant award
- **At least 10 percent of an applicant's total match must be cash or in-kind contributions from the private sector**, which may include philanthropic organizations or private sources

AP 2: Rural Applicants

- Must obtain matching funds or in-kind donations equal to **at least 50 percent** of its grant award
- **At least 10 percent of an applicant's total match must be cash or in-kind contributions from the private sector**, which may include philanthropic organizations or private sources

AP 3: Tribal Communities

- Must obtain matching funds or in-kind donations equal to **at least 50 percent** of its grant award
- **At least 10 percent of an applicant's total match must be cash or in-kind contributions from the private sector**, which may include philanthropic organizations or private sources



Eligibility: Cost Share/ Match

- Applicants **MUST** :
 1. Demonstrate a commitment of matching funds in the application;
 2. Specify the source of the funds or contributions and in the case of a third-party in-kind contribution, a description of how the value was determined for the donated or contributed goods or service; **AND**
 3. Demonstrate the match commitment by including letters in their applications explaining the type and quantity of the match commitment with original signatures from the executives of organizations or agencies providing the match.



Eligibility: Cost Share/ Match

- Under section 4623(d)(1)(C) of the ESEA, the Secretary may consider decreasing the matching requirement in the most exceptional circumstances, on a case-by-basis.
- An applicant that is unable to meet the matching requirement **must** include in its application a request to the Secretary to reduce the matching requirement, including the amount of the requested reduction, the total remaining match contribution, and a statement of the basis for the request. The Secretary will grant this request only if an applicant demonstrates a significant financial hardship.



Eligibility: Cost Share/ Match

- An applicant should review the Department's cost-sharing and cost matching regulations, which include specific limitations, in 2 CFR 200.306 and the cost principles regarding donations, capital assets, depreciations, and allowable costs, set out in subpart E of 2 CFR part 200.
- The Secretary does not, as a general matter, anticipate waiving the matching requirement. Furthermore, given the importance of matching funds to the long-term success of the project, eligible entities must identify appropriate matching funds in the proposed budget.



ED 524 Form: Section B

Name of Applicant Organization					Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.			
SECTION B - BUDGET SUMMARY NON-FEDERAL FUNDS								
Budget Categories	Project Year 1 (a)	Project Year 2 (b)	Project Year 3 (c)	Project Year 4 (d)	Project Year 5 (e)	Project Year 6 (f)	Project Year 7 (g)	Total (h)
1. Personnel								
2. Fringe Benefits								
3. Travel								
4. Equipment								
5. Supplies								
6. Contractual								
7. Construction								
8. Other								
9. Total Direct Costs (Lines 1-8)								
10. Indirect Costs *Enter Rate Applied:								
11. Training Stipends								
12. Total Costs (Lines 9-11)								
SECTION C – BUDGET NARRATIVE (see instructions)								



Q&A

The image features a stylized logo for 'Q&A'. The letter 'Q' is orange and contains a purple question mark. The ampersand '&' is blue. The letter 'A' is green and has a yellow exclamation mark at its base. The letters are bold and rounded, with a slight shadow effect.

ED 524 Form: Section C Budget Narrative



ED 524 Form: Section C Tips

- This section should be attached as a single document to the Budget Narrative Attachment Form in accordance with the instructions found on Grants.gov. It should be organized in the following manner and include the following parts in order to expedite the review process.
- Ensure that you only attach the Education approved file types detailed in the Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the Federal Register on February 13, 2019 (84 FR 3768), and available at www.govinfo.gov/content/pkg/FR-2019-02-13/pdf/2019-02206.pdf. Also, **do not** upload any password-protected files to your application.
- When attaching files, applicants should limit the size of their file names. Lengthy file names could result in difficulties with opening and processing your application. We recommend your file names be less than 50 characters.

ED 524 Form: Section C

- **Each application must include a Budget Narrative**
 - Federal and Non-federal funds
 - Non-federal
 - The specific costs or contributions by budget category
 - The source of the costs or contributions
 - In the case of third-party in-kind contributions, a description of how the value was determined for the donated or contributed goods or services.

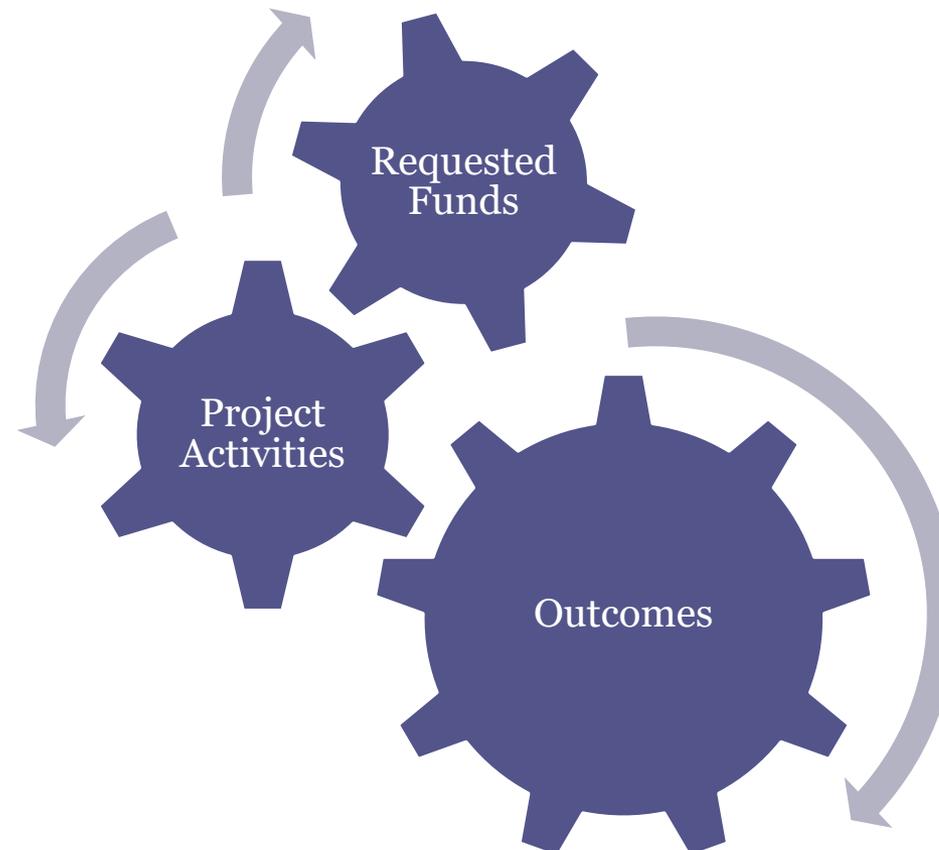
2 CFR 200.306

ED 524 Form: Section C

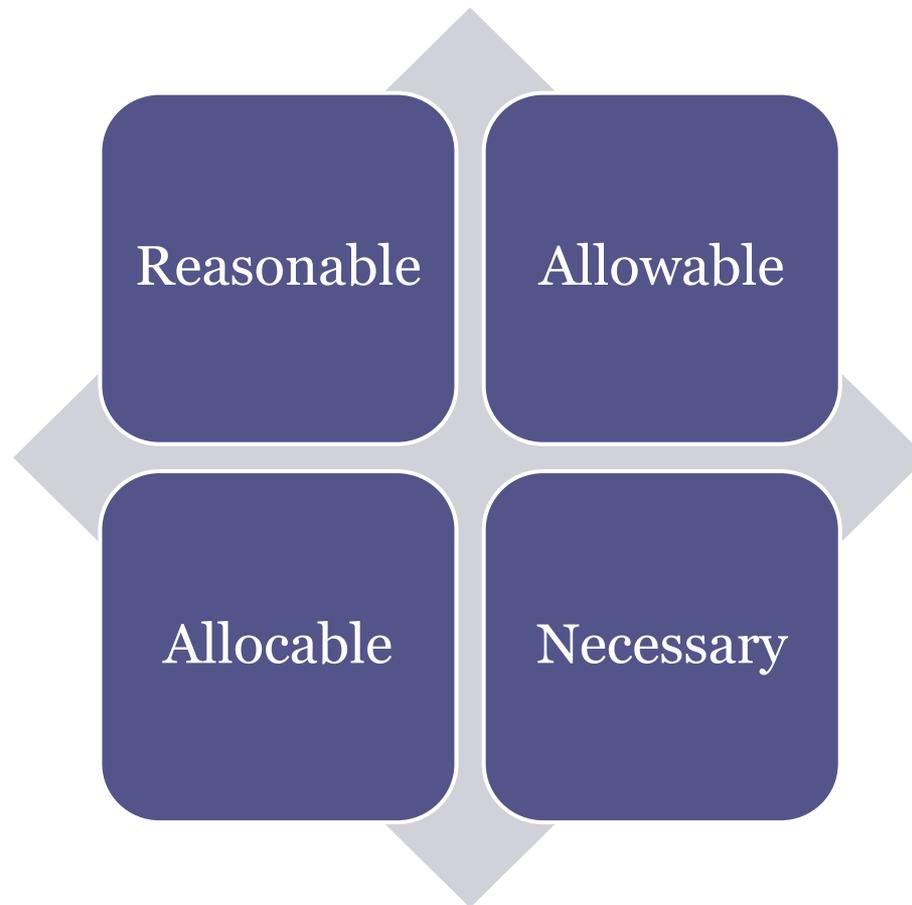
- **Budget Narrative**

- Justifies of how the money requested for **each budget item** will be spent
- Itemizes budget breakdown for **each project year** is required
- Includes the basis for estimating the costs of personnel salaries, benefits, project staff travel, materials and supplies, consultants and subcontracts, indirect costs and any other projected expenditures

ED 524 Form: Section C



ED 524 Form: Section C



ED 524 Form: Section C

- **Resource**

- Electronic Code of Federal Regulations Uniform Guidance, Cost Principles
 - https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

ED 524 Form: Section C

- **Suggested Guidelines for the Budget Narrative**

- To facilitate the review of your Budget Narrative, we encourage each applicant to include the following information for **each year of the project**:

- **Personnel**

- Provide the title and duties of each position to be compensated under this project.
- Provide the salary for each position under this project.
- Provide the amounts of time, such as hours or percentage of time to be expended by each position under this project.
- Explain the importance of each position to the success of the project.
- Provide the basis for cost estimates or computations.

ED 524 Form: Section C

Fringe Benefits

- Give the fringe benefit percentages of all personnel included under Personnel.
- Provide the rate and base on which fringe benefits are calculated.

Travel

- Explain the purpose of the travel, how it relates to project success, how it aligns with the project goals and objectives and which program participants or staff will participate.
- Submit an estimate for the number of trips, points of origin and destination, and purpose of travel.
- Submit an itemized estimate of transportation and/or subsistence costs for each trip.
- Provide the basis for cost estimates or computations.

ED 524 Form: Section C

❑ **Equipment**

- ❑ Indicate the estimated unit cost for each item to be purchased.
- ❑ Identify each type of equipment.
- ❑ Provide adequate justification of the need for items of equipment to be purchased.
- ❑ Explain the purpose of the equipment, and how it relates to project success.
- ❑ Provide the basis for cost estimates or computations.

❑ **Supplies**

- ❑ Provide an itemized estimate of materials and supplies by nature of expense or general category (e.g., instructional materials, office supplies, etc.).
- ❑ Explain the purpose of the supplies and how they relate to project success.
- ❑ Provide the basis for cost estimates or computations.

ED 524 Form: Section C

Contractual

- Provide the purpose and relation to project success.
- Describe the products to be acquired, and/or the professional services to be provided.
- Provide a brief justification for the use of the contractors selected.
- Identify the name(s) of the contracting party, including consultants, if available.
- Provide the cost per contractor.
- Provide the amount of time that the project will be working with the contractor(s).
- For professional services contracts, provide the amounts of time to be devoted to the project, including the costs to be charged to this proposed grant award.
- Provide a brief statement that you have followed the procedures for procurement under:
 - 2 CFR 200.317-200.326.
- Provide the basis for cost estimates or computations.

ED 524 Form: Section C

❑ Other

- ❑ List and identify items by major type or category (e.g., communications, printing, postage, equipment rental, etc.).
- ❑ Provide the cost per item (printing = \$500, postage = \$750).
- ❑ Provide the purpose for the expenditures and relation to project success.
- ❑ Provide the basis for cost estimates or computations.

❑ Total Direct Costs

- ❑ The amount that is the sum of expenditures, per budget category, of lines 1-8.

❑ Indirect Costs

- ❑ Identify indirect cost rate (if the applicant will charge indirect costs to the grant)
- ❑ Note: remember to provide a copy of the most recent approved indirect cost agreement in the Other Attachments form section of the application.

ED 524 Form: Section C

Training Stipends

- Descriptions of training stipends to be provided.
- The cost estimates and basis for these estimates.

Total Costs

- Sum of direct costs, indirect costs, and stipends.
- Please provide total costs for each year of the project as well as grand total cost for the entire project.

Adequacy of resources (up to 15 points)

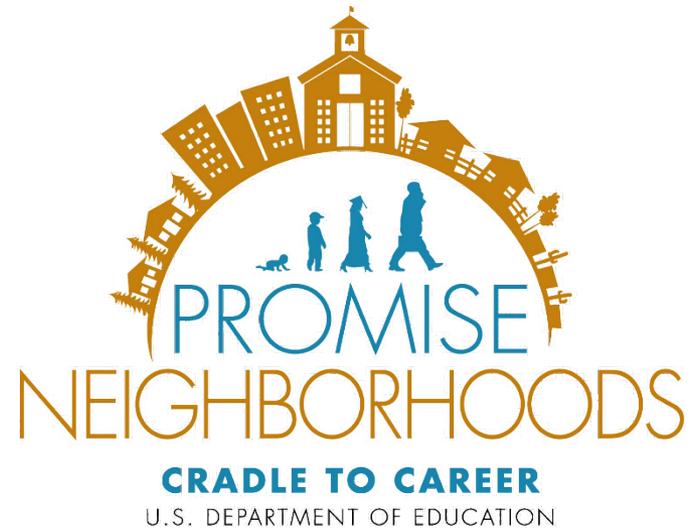


- The Secretary considers the adequacy of resources for the proposed project. In determining the adequacy of resources for the proposed project, the Secretary considers:
 1. The extent to which the costs are reasonable in relation to the number of persons to be served and to the anticipated results and benefits (34 CFR 75.210) (up to 5 points);
 2. The extent to which the applicant demonstrates that it has the resources to operate the project beyond the length of the grant, including a multi-year financial and operating model and accompanying plan; the demonstrated commitment of any partners; evidence of broad support from stakeholders (e.g., State educational agencies, teachers' unions) critical to the project's long-term success; or more than one of these types of evidence (34 CFR 75.210) (up to 5 points); **and**
 3. The extent to which the applicant identifies existing neighborhood assets and programs supported by Federal, State, local, and private funds that will be used to implement a continuum of solutions (2011 Promise Neighborhoods NFP) (up to 5 points).

A stylized logo for 'Q&A'. The letter 'Q' is orange and contains a purple question mark. The ampersand '&' is blue. The letter 'A' is green and has a dark green shadow. An orange exclamation point is positioned below the 'A'.

Q&A!

Promise Neighborhoods Partners



**Center for the
Study of Social Policy**
Ideas into Action

- **Promise Neighborhoods Websites:**
 - <https://promiseneighborhoods.ed.gov>
 - <https://oese.ed.gov/offices/office-of-discretionary-grants-support-services/school-choice-improvement-programs/promise-neighborhoods-pn/>
- **NFP & NIA**
 - <https://www.govinfo.gov/content/pkg/FR-2021-01-19/pdf/2021-00907.pdf>
- **Application Package**
 - <https://www.grants.gov/web/grants/search-grants.html?keywords=Promise%20Neighborhoods>
- **Developmental Pathway for Achieving Results**
 - <https://www.policylink.org/resources/pni-development-pathway>
- **Measuring Performance: A Guidance Document for Promise Neighborhoods on Collecting Data and Reporting Results**
 - <https://www2.ed.gov/programs/promiseneighborhoods/pndataguidance.pdf>

THANK
YOU!