FY 2022 National Dissemination Discretionary Grant Program
ALN 84.282T

Pre-Application Webinar

July 29, 2022

U.S. Department of Education
Office of Elementary and Secondary Education
Charter School Programs

NOTE: This slide deck does not contain the full-text of the notice inviting applications (NIA) for the FY 2022 National Dissemination Discretionary Grant competition and should only be relied upon as a guide when completing and submitting an application. Interested applicants should thoroughly review the program’s NIA published in the Federal Register and the Department’s Competition website.
Agenda

- Welcome
- Overview of the National Dissemination Grant Program Competition
  - Eligibility
  - Application Requirement
  - Absolute Priorities
  - Selection Criteria
- Project Goals, Objectives, and Performance Measures
- Pulling Together the Grant Application
  - Required Forms
  - Application, Abstract, and Budget Narratives
  - Other Attachments
- Submitting Your Grant Application
- Application Review Process
- Questions & Answers
- Survey
Welcome
• Karen Dorsey Hargrove, Supervisor
• Yianni Alepohoritis, Program Officer
• Nicoisa Jones, Program Officer
• Thea Fowles, Program Officer

Email Contact: NDFY22Competition@ed.gov
Webinar Logistics

Session is listen-only

Session will be recorded and posted

Use chat function for questions and comments

Email NDFY22Competition@ed.gov with follow-up questions
Important Reminders & Notes on Q&A

- All applicants must read the entire Notice Inviting Applications (NIA) in the Federal Register for a complete listing of the eligibility and application requirements, priorities, definitions, and selection criteria. Applicants should not rely solely on the contents of this webinar for information and guidance on the National Dissemination grant competition.

- Participants should submit their questions via the webinar Q&A function.

- If your question is not addressed, feel free to send your question to NDFY22Competition@ed.gov.
Purpose of the Charter School Programs (CSP)

- Expand opportunities for all students, particularly underserved students, to attend charter schools and meet challenging State academic standards
- Provide financial assistance for the planning, program design, and initial implementation of public charter schools
- Increase the number of high-quality charter schools available to students across the United States
- Evaluate the impact of charter schools on student achievement, families, and communities
- Share best practices between charter schools and other public schools
- Aid States in providing facilities support to charter schools
- Support efforts to strengthen the charter authorizing process
Overview of the National Dissemination Discretionary Grant Program Competition
Purpose of the National Dissemination Grants Program

ALN 84.282T

Award grants to provide funds on a competitive basis to support efforts by organizations to support the charter school sector by disseminating best practices of national significance regarding charter schools, including the development, identification, or expansion of such practices.
Proposed projects should support the development, identification, expansion, and dissemination of information on best practices regarding charter schools.
National Dissemination Competition Basics

- Type of Award: Discretionary
- Estimated Funds Available: $4,800,000
- Estimated Range of Awards: $500,000-$800,000 per year
- Average Estimated Size of Award: $650,000 per year
- Estimated Number of Awards: 6-10
- Project Period: Up to 3 years
 Organizations that may apply for this competition include:

- State education agencies (SEAs);
- State charter school boards;
- State Governors;
- Charter school support organizations (as defined in this notice);
- Authorized public chartering agencies; and
- Public and private nonprofit organizations that operate, manage, or support charter schools.

Entities that apply for this competition may apply as a partnership or consortium and, if so applying, must comply with the requirements for group applications set forth in 34 CFR 75.127-129.
Reminder: Application Deadline

August 22, 2022 at 11:59:59 p.m. ET

Important Note: The Grants.gov helpdesk is not available on weekends. You are strongly encouraged to submit early! You can always resubmit your application (prior to the closing date at 11:59:59 p.m.) if you need to update your application.
Absolute Priorities, Selection Criteria, & Additional Notes
Absolute Priorities
What is an Absolute Priority?

• An absolute priority is an absolute preference/focus that must be addressed by the proposed project.

• Applicants must specify which absolute priority their project addresses; applications that do not address 1 of the 3 absolute priorities will not be considered for funding.

• The National Dissemination Grant Absolute Priorities are from the Secretary’s Supplemental Priorities, published December 10, 2021.
Absolute Priority 1: Addressing the Impact of COVID-19 on Students, Educators, and Faculty

Projects that are designed to address the impacts of the COVID–19 pandemic, including impacts that extend beyond the duration of the pandemic itself, on the students most impacted by the pandemic, with a focus on underserved students and the educators who serve them, through one or more of the following priority areas:

(a) Conducting community asset mapping and needs assessments that may include an assessment of the extent to which students, including subgroups of students, have become disengaged from learning, including students not participating in in-person or remote instruction, and specific strategies for reengaging and supporting students and their families;

(b) Providing resources and supports to meet the basic, fundamental, health and safety needs of students and educators;

(c) Addressing students’ social, emotional, mental health, and academic needs through approaches that are inclusive with regard to race, ethnicity, culture, language, and disability status; or

(d) Using evidence-based instructional approaches and supports, such as professional development, coaching, ongoing support for educators, high quality tutoring, expanded access to rigorous coursework and content across K–12, and expanded learning time to accelerate learning for students in ways that ensure all students have the opportunity to successfully meet challenging academic content standards without contributing to tracking or remedial courses.
Absolute Priority 2: Supporting a Diverse Educator Workforce and Professional Growth to Strengthen Student Learning

Projects that are designed to increase the proportion of well-prepared, diverse, and effective educators serving students, with a focus on underserved students, through building or expanding high poverty school districts’ capacity to hire, support, and retain an effective and diverse educator workforce, through providing opportunities for educators to be involved in the design and implementation of local and district wide initiatives that advance systemic changes.

Note: Applicants responding to this Absolute Priority may develop, identify, expand, and disseminate information on best practices for those charter schools that are their own districts.
Absolute Priority 3: Strengthening Cross-Agency Coordination and Community Engagement to Advance Systemic Change

Projects that are designed take a systemic evidence-based approach to improving outcomes for underserved students in one or more of the following priority areas:

(a) Conducting community needs and asset mapping to identify existing programs and initiatives that can be leveraged, and new programs and initiatives that need to be developed and implemented, to advance systemic change;
(b) Establishing cross-agency partnerships, or community-based partnerships with local nonprofit organizations, businesses, philanthropic organizations, or others, to meet family well-being needs;
(c) Identifying, documenting, and disseminating policies, strategies, and best practices on effective approaches to creating systemic change through cross-agency or community-based coordination and collaboration; or
(d) Expanding or improving parent and family engagement.
Selection Criteria
What are Selection Criteria?

• Selection criteria are used by the applicant to shape or design their project or activities to be carried out in the proposal.

• Non-Federal peer reviewers will review each application. They will be asked to evaluate and score against selection criteria.

• The maximum possible score for addressing all the selection criteria under 84.282T is 100 points.
Selection Criteria A: Significance of the Proposed Project

Up to 30 Points

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

(1) The national significance of the proposed project (15 points); and
(2) The extent to which the proposed project is likely to build local capacity to provide, improve, or expand services that address the needs of the target population (15 points).
Selection Criteria B: Quality of Project Design

Up to 40 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 proposed project demonstrates a rationale (as defined in 34 CFR 77.1(c)) (10 points);
(2) The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable (10 points);
(3) The extent to which the proposed project represents an exceptional approach to the priority or priorities established for the competition (10 points); and
(4) The mechanisms the applicant will use to broadly disseminate information on its project so as to support further development or replication (10 points).
Selection Criteria C: Quality of the Management Plan and Adequacy of Resources

Up to 20 Points

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

(1) The adequacy of the management plan to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, timelines, and milestones for accomplishing project tasks (10 points); and

(2) The extent to which the costs are reasonable in relation to the objectives, design, and potential significance of the proposed project (10 points).
The Secretary considers the quality of the personnel who will carry out the proposed project. In determining the quality of project personnel, the Secretary considers the following factors:

(1) 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 points);

(2) The qualifications, including relevant training and experience, of the project director or principal investigator (4 points); and

(3) The qualifications, including relevant training and experience, of key project personnel (3 points).
Shown to the right are **suggested** point ranges for an evaluation of fully developed, well developed, adequately developed, poorly developed, or not addressed, for each of sub-criterion.

<table>
<thead>
<tr>
<th>Maximum Point Value</th>
<th>Not Addressed</th>
<th>Poorly Developed</th>
<th>Adequately Developed</th>
<th>Well-Developed</th>
<th>Fully Developed</th>
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<td>0</td>
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<td>1-21</td>
<td>22-31</td>
<td>32-39</td>
<td>40</td>
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</table>
Additional Notes
Project-Specific Performance Measures

Applicants must propose project-specific performance measures and performance targets consistent with the objectives of the proposed project. Applications must provide the following information as directed under 34 CFR 75.110(b) and (c):

- Performance Measures
- Baseline Data
- Performance Targets
- Data Collection and Reporting
Goals
High-level statements about what will be achieved through the project
Goals defined for each grant program by the CSP
Guide grantees throughout the project

Objectives
Delineate the steps or strategies that will lead to fulfilling the goal
Translate goals into actions and supports specific to respective projects and plans
Defined and approved in your CSP grant application

Measures
Quantitative indicator, statistic or metric used to gauge program performance
Aligns with objectives to evaluate success
Regularly reported to CSP to gauge progress
All Department of Education grantees awarded competitive grant funds, unless an exception applies, must openly license to the public all copyrightable grant deliverables that are created with Department grant funds, including such deliverable as educational software, curriculum materials, professional development training materials, assessment systems, etc. This requirement applies to CSP National Dissemination grants.

Promotes efficient dissemination of grant-funded works

Promotes innovation through creative re-use of grant funded works

https://www.federalregister.gov/documents/2017/01/19/2017-00910/open-licensing-requirement-for-competitive-grant-programs
Pulling Together Your Grant Application
The application package can be found at Grants.gov:


- The application package and other supporting materials may be found on the Nation Dissemination Competition website - https://oese.ed.gov/fy-2022-csp-national-dissemination-nd-competition/
## Application Package Components

### Required Forms
- ED Standard Forms
- Assurances and Certification

### Application Narrative
- Abstract Narrative Form
- Budget Narrative Form
- Project Narrative Form

### Other Attachments
- 3 Attachments
Required Forms
ED Standard Forms

- Application for Federal Assistance (SF 424)
- Department of Education Supplemental Information for SF 424
- Department of Education Budget Summary Form (ED 524)

Assurances and Certifications

- Assurances for Non-Construction Programs (SF 424B Form)
- Disclosure of Lobbying Activities (SF LLL Form)
- Certification Regarding Lobbying (ED 80-0013 Form)
- General Education Provisions Act (GEPA) Requirements – Section 427
ED 524 Form

- Section A of the 524 Form is required; complete all years for which funds are requested.

- Funds requested should match the detailed budget narrative required in another segment of the application.

### ED 524 Form

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Project Year 1</th>
<th>Project Year 2</th>
<th>Project Year 3</th>
<th>Project Year 4</th>
<th>Project Year 5</th>
<th>Project Year 6</th>
<th>Project Year 7</th>
<th>Total</th>
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<tbody>
<tr>
<td>1. Personnel</td>
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<td>2. fringe benefits</td>
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<td>5. Supplies</td>
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<td>8. other</td>
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<td>9. total direct costs (lines 1-8)</td>
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<td>10. indirect costs</td>
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<td>11. training stipends</td>
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<tr>
<td>12. total costs (lines 9-11)</td>
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</tr>
</tbody>
</table>

*Indirect Cost Information (To Be Completed by Your Business Office):

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

1. Do you have an Indirect Cost Rate Agreement approved by the Federal government? Yes__No__

2. If yes, please provide the following information and provide a copy of your Indirect Cost Rate Agreement:

   - Type of Indirect Cost Rate Agreement: Fixed Cost, Uniform Rate, Full, Low, High
   - Fiscal Year Covered by the Indirect Cost Rate Agreement: FY 2023
   - Approving Federal Agency: ED
   - Other (please specify):

3. The Indirect Cost Rate is __%__

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? Yes__No__ If yes, you must comply with the requirements of 3 CFR § 200.414(4)

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?

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 34 CFR § 75.562(c)(4)(iii))? Or __%__ is included in your approved Indirect Cost Rate Agreement, but is lower than the training rate of 8 percent of MTDC (See 34 CFR § 75.562(c)(4)(iii)).
• Section A is required; complete all years for which funds are requested.
• Funds requested should match the detailed budget narrative required in another segment of the application.
• If you have an approved indirect cost rate, provide the details in the budget narrative as well as in the bottom of this form.
• Construction is not an allowable cost.
• Section B should only be completed if you are making a matching commitment. This program does not require a match.
Application for Federal Assistance SF-424
SF 424 Notes

- **8c** – Organizational UEI. This must be the same UEI number used when you registered with Grants.gov

- **16a-b** – Congressional District. Enter the district the applicant organization is located in and the district in which activities will occur.

- **17a-b** – Proposed Project Start and End Dates. The start date will be October 1, 2022. This grant can be for up to 3 years, so the end date should reflect how many years are requested.

- **18** – Estimated Funding. This should only reflect the first year of the project.

- **19** – EO 12372. This program is subject to the Executive Order.
Application Narrative
Components of the Application Narrative

- Abstract Narrative
  - Absolute Priority

- Budget Narrative

- Project Narrative
  - Significance of proposed project
  - Quality of project design
  - Quality of management plan and adequacy of resources
  - Quality of project personnel
Abstract
Narrative
Abstract Narrative Overview

- Include the name and address of the organization
- Name, phone number, and email address of the contact person for project
- Should not exceed one page
- Should use language that can be easily understood by a range of audiences
- Include the project title (if applicable), absolute priority, project activities, goals, expected outcomes, and contributions for research, policy, practice, etc.
Budget Narrative
1. Personnel

Grantee A proposes to hire 11 individuals to implement the proposed program:

<table>
<thead>
<tr>
<th>Position</th>
<th>Time</th>
<th>Budget Y1 excluding fringe benefits</th>
<th>Budget Y2 excluding fringe benefits</th>
<th>Budget Y3 excluding fringe benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LTW Project Director</td>
<td>1.0 FTE</td>
<td>$53,455</td>
<td>$106,910</td>
<td>$106,910</td>
</tr>
<tr>
<td>LTW Project Manager</td>
<td>1.0 FTE</td>
<td>$49,958</td>
<td>$99,916</td>
<td>$99,916</td>
</tr>
<tr>
<td>LTW Regional Professional Development Leads</td>
<td>8.0 FTE</td>
<td>$296,872</td>
<td>$593,744</td>
<td>$593,744</td>
</tr>
<tr>
<td>LTW Content Lead</td>
<td>1.0 FTE</td>
<td>$37,109</td>
<td>$74,218</td>
<td>$74,218</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$437,394</strong></td>
<td><strong>$874,788</strong></td>
<td><strong>$874,788</strong></td>
</tr>
</tbody>
</table>

**LTW Program Director (to be hired).** The LTW program director will be responsible for overall project leadership and management oversight. The project director will be accountable for programmatic decision-making and work in close cooperation with Grantee A executive leadership, program area leads, and contracted support staff to execute project activities. The project director is expected to have at least 20 years of prior experience, including at least 10 years leading programs similar in size and scope to LTW. Salary for this position is budgeted at a midpoint of a GN19 level in Grantee A’s human resources structure.
Allowable, Reasonable, and Necessary

Is it necessary to complete the project?

Is it reasonable?

Is it allocable?

Is it allowable?

2 CFR Part 200 (previously OMB Circular A-87 (State) and A-122 (non-profit)) *Additional information on uniform guidance can be found at: www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl
Applicants approved for funding under this competition must attend a two-day meeting for project directors during each year of the project. Applicants are encouraged to include the cost of attending this meeting in their proposed budgets as an administrative expense.
Other Attachments
Three “Other Attachments

Attachment A
• Individual Resumes for Project Directors & Key Personnel

Attachment B
• Proprietary Information (if applicable)

Attachment C
• Additional Information (if applicable)
Directions for Other Attachments

• Applicants should use the Other Attachments Form.

• For each attachment of your application the file format must be in either .pdf (Portable Document Format) or Microsoft Word. See the application package instructions for additional guidance.

• Label each file with the Attachment name (e.g., Attachment A Individual Resumes for Project Directors & Key Personnel) and upload the file to the Other Attachments Form.

• The Other Attachments Form can support up to ten attachments; therefore, please merge attachments into one document as necessary. Please review the application package for details on each of these.

Special characters could impact your ability to submit because Grants.gov does not properly process special characters. Therefore, please use do not use colons and backslashes when naming your documents.
Submitting Your Grant Application
Electronic Submission Requirement

• Applications for grants under this program must be submitted electronically, using Grants.gov, unless you qualify for an exception to this requirement in accordance with the instructions in the Notice.

• Register and submit early!
Grants.gov

An external application system used throughout the Federal government
Registration Process

Register
- Register with SAM to obtain your UEI (Unique Entity Identifier)

Set up
- Set up your Authorized Organization Representative (AOR) profile

Get
- Get authorized as an AOR by your organization’s e-Biz POC

Track
- Track your AOR status
Important Reminder

The complete Grants.gov registration process can take up to 4 weeks to complete.

You do not have to register with Grants.gov if you only want to find grant opportunities or to download application packages – but you MUST register to SUBMIT!
Grants.gov Submission Tips

• Review “Grants.gov Submission Procedures and Tips for Applicants” in the application package.

• Applicant must download the correct version of Adobe in order to read any Grants.gov application packages.

• In Adobe, applicants must move all mandatory forms from left to right, in order to open each form.

• Once the form is on the right side, applicant can complete and SAVE each form; while in process, the application package is saved offline.

• Press the final SAVE & SUBMIT button before the final submission of the application.

• Once you download the application, multiple people can work on it, and you can work offline.

• Save often.

• Includes both forms and attachments.

• Submit all documents as PDF files.

• Once the application is complete, the “save and submit” button becomes active.

• Users may resubmit an application at any point up until the closing date and time. We will review the most recent submission before the due date and time.
1. Verify submission is on time and validated successfully
2. To check, login to Grants.gov and click on the “Track My Application” link
3. Date/time received should be earlier than 11:59:59 p.m. on August 22, 2022
4. Application status should be “Validated”
5. Do not rely solely on email to confirm whether your application has been received on time and validated successfully
Submission Tips

- Save a copy of your application.
- We may request original signatures on forms at a later date.
- Applications cannot be “unsubmitted.”
- Users may resubmit their application at any point up until the closing date and time; we review the most recent submission before the due date and time.
Reminder!
Applications are Due By:

August 22, 2022 at 11:59:59 p.m. ET

Important Note: The Grants.gov helpdesk is not available on weekends. You are strongly encouraged to submit early! You can always resubmit your application (prior to the closing date at 11:59:59 p.m.) if you need to update your application.
If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk at 800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.

If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 11:59:59 p.m. ET, the following day to enable you to transmit your application electronically, by hand delivery, or through the mail following the instructions in the NIA.
Application Review Process
Eligibility Review

Peer Review

Rank Order

Award Notification
• If your application is successful, we will notify your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN).

• If your application is deemed ineligible or not selected for funding, you will be notified via USPS mail.
CSP Contact Information:
NDFY22Competition@ed.gov

Grants.gov
support@grants.gov
(800) 518-4726
Important Reminders for Applicants

• We strongly encourage each potential applicant to notify us of their intent to apply to NDFY22Competition@ed.gov with FY 2022 CSP Developer Intent to Apply in the subject line, by **August 8, 2022**.
• Applicants that do not send a notice of intent to apply may still apply for funding.
• SAM.gov registration
• Deadline for transmittal of applications: **August 22, 2022**
Survey Responses Requested: Tell Us How We Did
Thank You!