

U.S. DEPARTMENT OF EDUCATION  
OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES  
WASHINGTON, D.C. 20202-2575

**FY 2007 APPLICATION KIT FOR NEW GRANTS  
UNDER  
THE NATIONAL INSTITUTE ON DISABILITY AND  
REHABILITATION RESEARCH**

**ADVANCED REHABILITATION RESEARCH TRAINING  
PROJECT**

**CFDA NUMBER: 84.133P**



FORM APPROVED  
OMB No. 1820-0027, EXP. DATE 02/28/2007  
ED FORM 424, 02/28/2008

**DATED MATERIAL - OPEN IMMEDIATELY  
CLOSING DATE: XXX X, 2007**

## **TABLE OF CONTENTS**

**Section A** Dear Applicant Letter.....

**Section B** Notice Inviting Applications.....

    Page B-X: Program Requirements

    Page B-X: Instructions for Applications

    Page B-X: Instructions for Grants.gov

    Page B-X: Instructions for Transmitting Paper Copies of the Application

**Section C** Selection Criteria .....

## **SECTION A**

### **DEAR APPLICANT LETTER**

Dear Applicant:

The Secretary invites applications for new awards for fiscal year (FY) 2007 for the Advanced Rehabilitation Research Training program (CFDA 84.133P), to provide research training and experience at an advanced level to individuals with doctorates or similar advanced degrees, who have clinical or other relevant experience.

Only Institutions of Higher Education are eligible to apply.

It is critical that proposals describe expected public benefits, especially benefits for individuals with disabilities and propose projects that are designed to demonstrate outcomes consistent with the proposed goals of the project.

#### APPLICATION PROCEDURES

This application kit contains information and the required forms for potential applicants to apply and be considered for a FY 2007 grant award under this competition published in the Notice Inviting Applications in the Federal Register dated September 19, 2006.

Potential applicants are advised to read the materials carefully, particularly the information on the types of organizations that are eligible to apply for these grants, how to prepare an application, the dollar amount for any year, the protection of human subjects, the format and addresses for submitting, and the selection criteria (Section C) used by the reviewers to evaluate each application.

These instructions indicate that you can either submit your application electronically through the grants.gov system or you can mail (postmarked) or hand-deliver or by carrier service one original and two copies of your application on or before the application deadline date, to the address list in **Section C, see page B-9**. The closing date (application deadline) is **Monday, November 20, 2006**.

If you are submitting by paper

NIDRR would appreciate that you include seven additional copies of your application to facilitate the peer review process (8 copies in all). In addition, NIDRR requests that you submit a disk copy of your application. Also, we would like to suggest that the original copy of the application be secured with a binder clip in order to facilitate any additional copying that might be required.

If you are submitting electronically

We are encouraging you to submit your application electronically. We strongly suggest that you carefully check your submission to ensure that you have attached the correct files in the appropriate fields.

**We encourage you to read Section D -- Grants.gov Submission Procedures and Tips for Applicants**

The program narrative must address the selection criteria included in this application packet (Section C). To facilitate the peer review process, you should address the criteria in the order presented. Additionally, each proposal **should include a one-page abstract**. The abstract is a critical component of the proposal, and it should highlight the purpose, target population to be served during the project period, planned goals and objectives, innovative strategies utilized, project outcomes, and dissemination.

**PROGRAM RULES**

These grants are subject to the requirements of Education Department General Administrative Regulations (EDGAR), 34 CFR Part 74, 75, 77, 79, 81, 82, 85, 86, and 97, which set forth general rules affecting the submittal, review, grant award, and post-award administration for Department of Education grant programs.

**TECHNICAL ASSISTANCE**

If you have any questions about the information in this application packet, please contact Donna Nangle at [Donna.Nangle@ed.gov](mailto:Donna.Nangle@ed.gov) or by telephone at (202) 245-7462. Individuals who use a telecommunications device (TDD) may call the Federal Relay Service (FRS) at 1-800-877-8339 between 8:00 a.m. and 4:00 p.m., EST, Monday through Friday. If you need help with Grants.gov before the closing date, please contact Grants.gov Customer Support at 1-800-518-4726 or use the customer support available on the Web site: <http://www.grants.gov/CustomerSupport>.

**NOTE:** Please forward this entire application packet to the individual or office responsible for preparing an application, as they will need the entire packet to complete the grant application.

Thank you for your interest in these programs.

Sincerely,

Steven James Tingus, M.S., C.Phil.

Director,  
National Institute on Disability  
and Rehabilitation Research

**SECTION  
B**

**FEDERAL REGISTER NOTICE INVITING  
APPLICATIONS FOR NEW AWARDS**

FEDERAL REGISTER NOTICE INVITING APPLICATIONS (NIA)  
HOLDING SPACE

Each NIA includes particular information on the priority. This can include description of the program; number & amount of award(s); eligibility; indirect cost rate; cost share/matching; how and where to apply.

## **SECTION C**

### **SECTION CRITERIA**

## **Selection Criteria**

### **ADVANCED REHABILITATION RESEARCH TRAINING PROJECTS**

The selection criteria to be used for the Advanced Rehabilitation Research Training Project will be provided in the application package. The Secretary uses the following criteria to evaluate an application.

- (a) **Importance of the problem** (10 points total).
  - (1) The Secretary considers the importance of the problem.
  - (2) In determining the importance of the problem, the Secretary considers the extent to which the applicant proposes to provide training in a rehabilitation discipline or area of study in which there is a shortage of qualified researchers, or to a trainee population in which there is a need for more qualified researchers (10 points).
- (b) **Design of training activities** (45 points total).
  - (1) The Secretary considers the extent to which the design of training activities is likely to be effective in accomplishing the objectives of the project.
  - (2) In determining the extent to which the design is likely to be effective in accomplishing the objectives of the project, the Secretary considers the following factors:

- (i) The extent to which the proposed training methods are of sufficient quality, intensity, and duration (6 points).
- (ii) The extent to which the proposed training materials (and methods are accessible to individuals with disabilities (6 points).
- (iii) The extent to which the applicant's proposed recruitment program is likely to be effective in recruiting highly qualified trainees, including those who are individuals with disabilities (9 points).
- (iv) The extent to which the proposed didactic and classroom training programs emphasize scientific methodology and are likely to develop highly qualified researchers (8 points).
- (v) The extent to which the quality and extent of the academic mentorship, guidance, and supervision to be provided to each individual trainee are of a high level and are likely to develop highly qualified researchers (6 points).
- (vi) The extent to which the type, extent, and quality of the proposed clinical and laboratory research experience, including the opportunity to participate in advanced-level research, are likely to develop highly qualified researchers (5 points).

(vii) The extent to which the opportunities for collegial and collaborative activities, exposure to outstanding scientists in

C-2

the field, and opportunities to participate in the preparation of scholarly or scientific publications and presentations are extensive and appropriate (5 points).

(c) **Plan of operation** (10 points total).

(1) The Secretary considers the quality of the plan of operation.

(2) In determining the quality of the plan of operation, the Secretary considers the following factors:

(i) The adequacy of the plan of operation to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, and timelines for accomplishing project tasks (5 points).

(ii) The adequacy of the plan of operation to provide for using resources, equipment, and personnel to achieve each objective (5 points).

(d) **Collaboration** (5 points total).

(1) The Secretary considers the quality of collaboration.

(2) In determining the quality of collaboration, the Secretary considers one or more of the following factors:

(i) The extent to which the applicant's proposed collaboration with one or more agencies, organizations, or institutions is likely to be effective in achieving the relevant proposed activities of the project (3 points).

C-3

(ii) The extent to which agencies, organizations, or institutions demonstrate a commitment to collaborate with the applicant (2 points).

(e) **Adequacy and reasonableness of the budget** (5 points).

(1) The Secretary considers the adequacy and the reasonableness of the proposed budget.

(2) In determining the adequacy and the reasonableness of the proposed budget, the Secretary considers the extent to which the costs are reasonable in relation to the proposed project activities (5 points).

(f) **Plan of evaluation** (10 points).

(1) The Secretary considers the quality of the plan of evaluation.

(2) In determining the quality of the plan of evaluation, the Secretary considers the following factors:

(i) The extent to which the plan of evaluation provides for periodic assessment of progress toward achieving the project's intended outcomes and expected impacts (3 points).

(ii) The extent to which the plan of evaluation will be used to improve the performance of the project through the feedback generated by its periodic assessments (2 points).

(iii) The extent to which the plan of evaluation provides for periodic assessment of a project's progress that is based on identified performance measures (5 points). C-4

(g) **Project staff** (10 points total).

(1) The Secretary considers the quality of the project staff.

(2) In determining the quality of the project staff, 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 (2 points).

(3) In addition, the Secretary considers the following:

(i) The extent to which the key personnel and other key staff have appropriate training and experience in disciplines required to conduct all proposed activities (2 points).

(ii) The extent to which the commitment of staff time is adequate to accomplish all the proposed activities of the project (2 points).

(iii) The extent to which key personnel have up-to-date knowledge from research or effective practice in the subject area covered in the priority (4 points).

(h) **Adequacy and accessibility of resources** (5 points).

(1) The Secretary considers the adequacy and accessibility of the applicant's resources to implement the proposed project.

(2) In determining the adequacy and accessibility of resources, the Secretary considers the following factors:

C-5

(i) The extent to which the applicant is committed to provide adequate facilities, equipment, other resources, including administrative support, and laboratories, if appropriate (2 points).

(ii) The quality of an applicant's past performance in carrying out a grant (1 point).

(iii) The extent to which the facilities, equipment, and other resources are appropriately accessible to individuals with disabilities who may use the facilities, equipment, and other resources of the project (2 points).