

Generic Application Package Contents

Office of the Chief Financial Officer Grants Policy and Oversight Staff U.S. Department of Education

Discretionary Grant Application Packages must include the following:

- Title Page Form – Application for Federal Education Assistance (ED 424) form and instructions
- Application Abstract
- Application Narrative
- Appendix
- Budget Information for Non-Construction Programs (ED 524) form and instructions
- General Education Provisions Act (GEPA) Section 427 Statement
- Survey on Ensuring Equal Opportunity for Applicants
- Certifications and Assurances
 - o Assurances-Non-Construction Programs (OMB SF-424B)
 - o Certification Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Work-Place Requirements (ED Form 80-0013)
 - o Disclosure of Lobbying Activities (Standard Form LLL), if applicable
 - o Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion–Lower Tier Covered Transactions (ED Form 80-0014) Note: ED form GCS-0014 is intended for the use of primary participants and should not be transmitted to the Department
 - o Assurances – Construction Programs (OMB SF-424D)

Research Discretionary Grant Application Packages may include the following documents from the SF-424 Research and Related Group of Documents:

- RR Budget Subaward
- RR Budget
- RR Performance Data
- RR SF424
- Form RR Key Person

- RR Other Project Info
- RR Personal Data

These documents are a U.S. Department of Health and Human Services Information Collection and can be accessed at the following url:

<http://www.hhs.gov/oirm/infocollect/pending/list.html>.